

# WATER AT WORK

## Is your business saving water?

Water efficiency is a must do for all workplaces ... including yours.

Use this simple checklist to see how your workplace stacks up – check water use against our efficiency benchmarks, and then give your workplace a rating out of 5 (ie. if you are a 1, your business needs serious improvement; if you are a 5, your business is very water efficient).

Share your list of water saving opportunities with your colleagues.



Water use	Efficiency benchmark	My workplace's rating
Taps <sup>a</sup> (see detail next page)	<ul style="list-style-type: none"> <li>turn off taps when not in use</li> <li>fix leaking taps</li> <li>install water efficient/ low-flow taps</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Dishwasher <sup>b</sup>	<ul style="list-style-type: none"> <li>scrape instead of rinse dishes before putting in the dishwasher</li> <li>install a water efficient dishwasher</li> <li>only run the dishwasher when it is full</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Toilets <sup>c</sup>	<ul style="list-style-type: none"> <li>convert toilets to dual-flush</li> <li>fix toilets that run water between flushes</li> <li>ensure urinals are water efficient</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Pipes	<ul style="list-style-type: none"> <li>ensure all water pipes are sealed</li> <li>fix leaks quickly – ensure your plumber's contact details are easy to find in all areas of the workplace</li> <li>check the water pressure needed for your workplace to function efficiently – reduce pressure if it is excessive</li> <li>insulate hot water pipes to avoid wasting water and energy while waiting for hot water to flow through</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Air-conditioning <sup>d</sup>	<ul style="list-style-type: none"> <li>wherever practical, set temperature no lower than 24 degrees – you'll use less water in the cooling tower and save on energy use</li> <li>insulate the ceiling – your air-conditioning will use less water in the cooling tower and save on energy use</li> <li>recycle cooling water through a cooling tower rather than a single pass</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Shower <sup>e</sup>	<ul style="list-style-type: none"> <li>spend less than 4 minutes in the shower</li> <li>fix showers that drip</li> <li>install water efficient shower heads</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Washing machine <sup>f</sup>	<ul style="list-style-type: none"> <li>only wash with a full load</li> <li>install a water efficient washing machine</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Gardens	<ul style="list-style-type: none"> <li>water within restrictions</li> <li>install a rainwater tank</li> <li>landscape using drought tolerant plants – they need less water</li> <li>mulch garden to keep moisture in the soil</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Recycling	<ul style="list-style-type: none"> <li>use recycling as a part of your business processes – if possible</li> </ul>	<p>poor 1 2 3 4 5 best</p>
Management processes	<ul style="list-style-type: none"> <li>comply with your Water Efficiency Management Plan – if required</li> <li>check that everyone understands water efficient behaviours</li> <li>ensure water saving is part of your business plan</li> </ul>	<p>poor 1 2 3 4 5 best</p>

## SAVING WATER IS EVERYONE'S BUSINESS

## Definitions and more detail

a. **A water efficient tap** means a tap that has a 3 star rating or better under the Australian Water Efficiency Labelling and Standards Scheme or a tap that has a maximum flow rate of 9 litres per minute.

b. **Dishwashers** can use between 8 and 28 litres a load – make sure yours is efficient

c. **Water efficient toilet means** for new premises a toilet that has a 3 Star rating (6/3 L) or better under the Australian Water Efficiency Labelling and Standards Scheme or, for an existing premises it means a toilet that has a 1 Star rating (9/4.5 L) or better under the Australian Water Efficiency Labelling and Standards Scheme.

### **Water efficient urinal systems means:**

- a combination of a urinal and a urinal control flushing mechanism that is:
  - rated four star or better under the Australian Water Efficiency Labelling and Standards Scheme; or
  - flushing of no more than 1.5 litres per stall or 600 mm width of continuous wall initiated automatically or triggered by user presence or urinal usage with the ability to delay flush initiation by time or triggers; or
  - flushing of no more than 1.5 litres per stall or 600 mm width of continuous wall which is activated by cord, chain, button or other control; or
- a urinal system that is operated with a maximum daily water use of 10 litres per stall or 600 mm of continuous wall

d. **Air-conditioning** - Wherever practical, set your workplace thermostat no lower than 24 degrees Celsius. You will not only save water used in air-conditioning your building, you will also save water used in South East Queensland's power stations. About 3 million litres of water per year is used to supply the electricity to cool an average 10 story office building.

e. **A water efficient showerhead means** a showerhead that has a 3 star rating or better under the Australian Water Efficiency Labelling and Standards Scheme or a showerhead that has a maximum flow rate of 9 litres per minute.

f. **water efficient washing machine means** a washing machine that has a 4 Star rating or better under the Australian Water Efficiency Labelling and Standards Scheme.