

A TENANT GUIDE TO BOMA TORONTO'S



BEYOND EARTH HOUR CHALLENGE 2019

MARCH 25 - 31, 2019

Getting started

We are expanding our annual Challenge to encompass the week leading up to Earth Hour on March 30th. In this guide, you'll find a number of helpful tips and important steps on how to get involved in this year's week-long BOMA Toronto Beyond Earth Hour Challenge.

Returning participant? Despite the week-long engagement, not much has changed. Register today to access our data reporting forms.

New to the Challenge? Welcome aboard! As a tenant participant in the Challenge, this document will outline some helpful tips and strategies.

IMPORTANT:

Beyond Earth Hour Challenge participants enrolled in the BOMA Toronto race2reduce will be automatically entered and will in turn have their data automatically submitted for consideration.



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REDUCE**
A BOMA Toronto Initiative

DO YOU HAVE SUB-METERING IN PLACE?

If you are a facility manager or are responsible for your office's operations, the first step to participating in the BOMA Toronto Earth Hour Challenge is to have sub-metering in place. **WHY?** Your energy consumption needs to be tracked and measured against your benchmark performance for two weeks prior.

REGISTRATION:

If you have sub-metering register at earthhour.bomatoronto.org. Not Sure? Talk to your landlord and find out if you have sub-metering. The Earth Hour Tenant Challenge measures energy consumption from: **Monday March 25th, at 12:01 AM to Sunday March 31st at 11:59 PM**

PARTICIPATION:

Drive participation in the Beyond Earth Hour Challenge by sharing information about the week long challenge (March 25 - 31, 2019) well in advance.

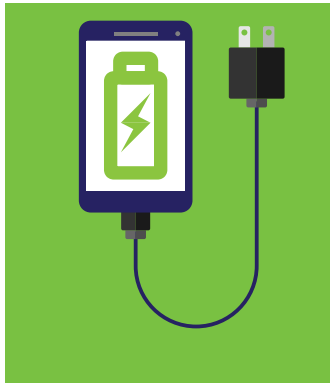
NOTE: Promote Beyond Earth Hour Challenge by utilizing this guide and social post resources available at bomavault.com/beyond-earth-hour

ENGAGEMENT AT THE OFFICE

Tenants can reduce their energy consumption by doing the following:

- Turning off monitors, computers and laptops
- Reduce plug load, turn off power bars and charging devices when not in use
- Turning off any task lighting (desk lights, under desk or cabinet lighting)
- Adjust your lighting schedule over the Beyond Earth Hour Challenge week (**Monday, March 25th - Sunday March 31st**)





ENGAGEMENT OUTSIDE OF THE OFFICE:

Encourage employees to participate at home.

- Turn off devices not in use: TV's, printer, stereo, desktop PC or other types of electronics - draw power even when not in use.
- Unplug devices when not in use, or use a smart power bar and set schedules so that digital devices are not using power while you are at work.
- Upgrade lighting, switching to LEDs creates cost savings and can result in quick payback, especially with potential rebate offers.
- Turn off lights when not in use can drive big results. Upgrading lighting helps, but the most efficient light is a light that is off when not in use!



FUN THINGS TO DO DURING EARTH HOUR

Promote the Earth Hour Challenge to employees and encourage them to take part in the program at home. Earth Hour gives us an excuse to unplug. Put away electronic devices and consider organizing an engaging activities during Earth Hour:

- Play a board game with your family or friends
- Play cards or organize a poker game with friends, using lanterns for lighting
- Go for a walk in your neighbourhood and see who else is unplugged
- Enjoy a candlelit dinner with someone special
- Find your zen. Try Yoga or enjoy a mindful moment. GET CONNECTED! Participate in local events being organized in your community to support Earth Hour. Read more here: (link to events to come)

ADDITIONAL RESOURCES AND TOOLKITS:

Check out other Earth Hour resources and toolkits made available through other affiliated organizations

connect2earth Toolkits - https://connect2earth.org/category/earth_hour/

WWF Earth Hour Toolkits - <https://www.earthhour.org/earth-hour-toolkit>

WWF Energy Efficiency Tips - http://wwf.panda.org/get_involved/live_green/energy_efficiency/

WWF Smart Office Challenge - <https://secure.wwf.ca/site/SPageNavigator/SmartOfficeChallenge>

And don't forget, Earth Hour is on **March 30th 8:30 - 9:30 pm**. Share your experience online:

#connect2earth

#onepersononeplanet

Thank you to our 2019 Challenge Sponsors!



AEC PROPERTY

Have questions about this year's Challenge?

Connect with our race2reduce Program Manager, Nick Philip:
nphilip@bomatoronto.org

PROGRAM ADVISORS:



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