

Green Considerations	POSITIVE ENVIRON. IMPACT	EXTENT OF COST SAVINGS	EASE OF IMPLEMENTATION	VISIBILITY FACTOR	PRIORITY
Use signage that is durable, generic and undated so that it can be reused					
Ask exhibitors to use reusable and, if possible, recycled material					
<b>Energy and Water</b>					
Evaluate whether the facility qualifies for savings financing and, where appropriate, take advantage of the benefits afforded by such savings					
Identify water savings opportunities, taking advantage of existing audit tools and procedures					
Develop a water conservation plan					
Ensure that proper conservation procedures are in place to optimize operating efficiency of water and energy consuming devices					
Monitor flow and energy meters to determine effectiveness of conservation program					
Specify water-saving equipment and devices for future purchases, such as water-efficient fixtures including toilets, faucets, showerheads and appliances					
Retrofit toilets, urinals, showers, faucets and drinking fountains to reduce water use, e.g. faucet aerator					
Use greywater for landscaping and irrigation purposes where feasible					
Develop and implement energy management plans, including preventative maintenance					
Assess the energy efficiency knowledge requirements of building operators and managers and provide the required training					
Implement any economically attractive energy retrofits, e.g. fluorescent lighting					
Facilitate participant energy conservation, e.g. bike racks, car-pool parking privileges and car-pooling information					
<b>Waste Reuse, Recycle and Reduction</b>					
Determine the limits of the recycling programs in the local area					
Ensure that waste haulage is sufficient, e.g. recycle bins do not overflow					
Ensure that signage is easily understood and located appropriately (graphic and written)					
Use smaller fonts on handouts, thereby reducing the required quantity of paper					
Encourage the re-use of one-sided scrap paper for making notes, sending faxes or messages					
Establish a centrally located bulletin board, in order to provide information efficiently to a large number of participants as opposed to circulating flyers or memos					
Ensure proper handling of hazardous waste that may be generated, e.g. spent batteries and photo chemicals					
Establish a special station to collect spent batteries for disposal or recycling					
Identify waste reduction opportunities, taking advantage of existing auditing tools and procedures					