

# Watershed Protection

## Ten Best Practices To Follow

1. Find out if your company has a Pollution Prevention Plan and become informed of its policies.
2. If your business doesn't have a plan, volunteer to help develop and implement one.
3. Where possible, use alternative materials, for cleaning, coating and other production processes.
4. Practice the Three R's—Recycle, Reduce and Reuse.
5. Brighten your office or cube with plants to help absorb indoor pollution.
6. Bring in your own washable mugs and glassware instead of using paper products.
7. Don't dump any pollutants down storm drains while on your facilities premises (or anywhere for that matter!).
8. On a smoke or lunch break? Don't dump cigarette butts or litter onto driveways or parking lots. Dispose of appropriately.
9. Clean up any spills immediately.
10. At the office, try to print and copy double-sided and reuse paper.

