CHANGING ENERGY BEHAVIOUR IN THE WORKPLACE

This project has received funding from the European Union’s Horizon 2020 Research & Innovation Programme under Grant Agreement No 649660
Contents

Introduction 3
Why save@work? 4
What do we mean by behaviour change? 6
How to save@work 6
Country experiences 8
Challenges and how to overcome them 16
European award ceremony 18
Prizes 19
Results 20
The learning! 22
Hello

Climate change and energy efficiency are terms we hear a lot and as individuals we may actively try to reduce our carbon footprint or look at energy efficiency in our homes but how often do we think of them in terms of our work?

The save@work project has been looking at how we can reduce energy consumption in the office by encouraging staff to make small changes to their everyday workplace behaviours – it’s all about starting the conversation.

Welcome to save@work
WHY save@work?

We know that we have to tackle climate change and reduce our carbon emissions – the question is how? In 2014 the European Council adopted a revised series of ambitious energy and climate change objectives for 2030…

Europe-wide, we are largely on track to reach our renewables target, however, we are lagging behind somewhat on our energy efficiency target. The Commission’s Energy 2020 document ‘A Strategy for Competitive, Sustainable and Secure Energy’ states that “Energy efficiency is the most cost-effective way to reduce emissions” and that reaching EU targets will require the “effective implementation of energy efficiency measures as well as a rapid change in consumer behaviour”.

To achieve these objectives, the Commission recognises the crucial role regional and local authorities play in implementing the necessary policies and in leading the way.

In the years since the energy efficiency targets were first introduced, a whole range of initiatives have been developed aimed at helping residents to reduce the energy they consume in their homes. National governments have also put in place various regulations and laws to both encourage and force businesses and public authorities to reduce their energy consumption.

The save@work project focuses on the value of behaviour change in driving forward energy efficiency. It is about bringing staff together and both educating and encouraging them on how they can reduce the energy usage of their building by making small changes to the way they use energy in the workplace - it isn’t about investing in expensive technologies.

The public sector is a large employer across Europe and is often at the forefront of climate friendly initiatives. By tapping into their desire to set an example, the save@work project targeted public sector buildings to demonstrate what it is to be a climate conscious organisation and employer.
Throughout the year-long campaign period, the save@work project took place in...

- 9 European countries
- With 17,280 employees
- In 176 buildings

Climate change and the office

When we think about sources of greenhouse gases we often think of cars and planes or plumes of steam billowing out of power stations. People tend to think that compared to industry, transport and household energy consumption, offices are not particularly important as energy consumers but they would be wrong.

In many ways, being in an office is not so different to being in a home; it still needs heating, cooling and lighting as well as energy for the vast array of office equipment.

Research suggests that an energy saving of up to 15% could be achieved by focusing on behaviour change activities alone – enter save@work!
What do we mean by **BEHAVIOUR CHANGE?**

Behaviour change initiatives have been a popular method of reducing energy consumption over the last few years and there are many examples of using behaviour change to reduce consumption in the home. The save@work project however, has a very different target audience who will respond to very different drivers. How do you get your staff to care about the energy they are consuming if they are not interested in making carbon savings and they are not the one paying the bills?

Marketing experts have long known about the value of tapping into human behaviours to encourage people to make certain choices; the smell of bread in a supermarket is always a winner; hospitals have recently discovered the benefits of pumping citrus smells into hospital washrooms to encourage handwashing because we associate citrus smells with cleanliness.

By focusing on behaviour change we target every day, often routine behaviours such as turning lights on and off, setting the temperature for the heating and cooling systems and using office equipment. Certainly as employee's we tend to do what is easiest, what has always been done and what others do, we don't often question whether something could or should be done differently.

Save@work has been a simple, inclusive and fun initiative that encourages all employees to look at how they use energy and over the course of a year-long energy saving campaign, and to change their behaviours to something more efficient.

---

**HOW TO SAVE@WORK**

Each building needs its own **energy team**, a group of individuals from across the organisation who are the driving force of the project, who are encouraged to examine the current use of energy within the building, consider how it could be reduced and pull together an action plan of what they are going to do during their campaign year.

Each team takes part in a training session that provides them with information on how to save energy in the workplace and how to run an energy saving focused, behaviour change campaign.

An **online tool** has been developed onto which the team add their monthly gas and electricity meter readings. Because it will already have baseline data for their building, the tool will be able to show the energy team whether they are using more or less energy than previous years.

To add to the gamification of the project, the **Green Clicks tool** has also been developed to help each member of staff to look at the energy consumption of their own work station with tips and advice on how this can be reduced.
Regular top tips are sent to the team looking at different aspects of energy usage. These are really useful to help reinvigorate the campaign and provide the team with a new focus.

The teams are also provided with a whole host of materials and incentives they can use in their campaign; action plan templates; building energy audit templates; posters; stickers; room thermometers and energy monitors.

For a whole host of reasons, making energy savings was going to be a lot easier for some teams than others and so whilst the project is fundamentally about making carbon savings, it is also about starting the conversation. It is important to award engagement and effort as well, therefore there were 3 award categories:

- Greatest energy savings
- Best energy saving campaign
- Best revised action plan

Assessing the energy savings made by a building is fairly straightforward, assessing which building has the best action plan for the future or which carried out the best energy saving campaign is more subjective. The coordinating partner for each country worked very closely with the buildings taking part in their country, supporting them if they felt they were floundering and guiding them through the experience. As a consequence they gained a detailed understanding and knowledge of how the campaign was progressing in each building, information which was shared with their working group, before using a template to determine which team won each category.
31 buildings
2494 employees
- 6.7% energy savings
- 286 tonnes carbon savings

Winning teams...

Greatest Energy Savings: Kaiserfeldgasse 19-21, -15.3%
Best Energy Saving Campaign: Energie Graz
Best Action Plan for the Future: Gebäude- und Baumanagement Graz
National Coordinator: Grazer ENERGIEAgentur in cooperation with the Environment Office of the City of Graz
Participating municipality: Graz

Big ideas

- Despite its importance, energy saving isn't always the most exciting topic which can be a challenge when trying to engage your colleagues in an energy saving campaign. This is really where creativity comes into its own, finding ways to encourage people to make changes to their energy consuming behaviours, to do things they know they should but just don’t do. The Austrian teams really embraced their creative sides working with staff from all areas of municipality office life.
- Monthly lotteries, distributing energy saving items and employee parties made energy saving in the office more exciting.
- Summer cooling – looking at consumption during the summer months with the help of saveatwork branded ice cream.
- Turning off lighting and all appliances at the end of the day was supported not only by the cleaning staff but the use of chocolate which was left for those individuals who consistently turned their computers off.

“Our employees have done a great job during the course of the campaign and implemented a variety of creative and effective measures. This is how the City of Graz can demonstrate its environmental and climate protection goals.”
Werner Prutsch, Head of the Environment Office of the City of Graz
BELGIUM

- 21 buildings
- 1960 employees
- -7.2% energy savings
- -470 tonnes carbon savings

Winning teams...

Greatest Energy Savings: Gemeentehuis Zemst -25%
Best Energy Saving Campaign: Stadhuys Diest
Best Action Plan for the Future: Gemeentehuis Liedekerke
National Coordinator: Arbeid & Milieu
Participating municipalities: Aarschot, Asse, Beersel, Boutersem, Diest, Halle, Kampenhout, Keerbergen, Landen, Lennik, Leuven, Liedekerke, Opwijk, Tremeloe, Vilvoorde, Zemst as well as the Province of Vlaams-Brabant and the public offices of social welfare in Boutersem, Glabbeek and Haacht and Zemst.

Big ideas

- Make sure everyone sees the message! Producing a home video which can be circulated around the office can really raise the profile of the campaign. You can watch their video on http://tinyurl.com/savedworkdient. Alternatively, have your message ready with top tips that automatically appear when employees first turn on their computers.
- We all appreciate being acknowledged for doing something worthwhile, the distribution of chocolate rewards for turning computers off at the end of the day was very popular. The circulation of a trophy during the campaign period, given to individuals who had done something of note, was also much appreciated.
- Organise a picnic or event halfway through the project as a thank you to everyone who has taken part and as a little nudge to carry on with their energy saving efforts during the second half of the campaign period.
- Holding competitions between groups of employees is always a winner.

“We were provided with all the support and information we could have needed to produce our action plan which was then the blueprint for our campaign. The initial training workshops were indispensable, as was the commitment of the members of the energy team”
Leader of the energy team from Tremelo
GERMANY

10 buildings

2,126 employees

-6% energy savings

-350 tonnes carbon savings

Winning teams...

Greatest Energy Savings: Land Court Berlin, -10%
Best Energy Saving Campaign: District Court Tempelhof Kreuzberg and Tax office Steglitz

National Coordinator: B&S.U. Beratungs- und Service Gesellschaft Umwelt mbH in cooperation with: Senate Department for Environment, Transport and Climate Protection Berlin and Berlin Estate Management (BIM GmbH)

Participating state: Berlin

Big ideas

- Communicating to a large number of people can be a challenge, with the risk of the message getting lost. To overcome this, take teams of staff on tours of the building indicating where energy could be saved, personalising the energy advice being given and making it applicable to the staff of that building.

- Make it fun and interesting! Organising a courtyard party with stands offering a variety of advice, including energy information, as well as the opportunity to try out an electric bike and complete an energy quiz, was a great way of reaching lots of people and promoting discussion.

- It is important not to lose the climate change message of this project and so films on climate change were shown as part of a touring exhibition on the global effects of climate change.

- save@work whilst an energy saving initiative, doesn’t have to be a stand-alone campaign, there are benefits to working with other established groups within the workplace and having joint events.

“The public sector must be a role model when it comes to fulfilling our ambitious climate protection targets. This was done by the employees in the participating buildings in an exemplary manner” Stefan Tidow, State Secretary of the Senate Department for Environment, Transport and Climate Protection
19 buildings
2010 employees
-1.4% energy savings
-8 tonnes carbon savings

Winning teams...

Greatest Energy Savings: Mayor's Office, Pázmánd, -13%
Best Energy Saving Campaign: Mayor's Office – City Hall, Miskolc
Best Action Plan for the Future: Mayor's Office – building in Petőfi Street, Miskolc

National Coordinator: GreenDependent

Participating municipalities: Budapest 12th District, Budapest 14th District, Budapest 19th District, Eger, Kecskemét, Miskolc, Pázmánd, Pécel, Piharos, Szarvas & Tata. They were joined by offices from the Ministry for National Economy and the Office of the Commissioner for Fundamental Rights

Big ideas

- Ensure everyone within the office knows about the project to help promote the feeling of team amongst all staff, using the intranet and online news portals can really help.
- The use of an ideas box into which staff are able to submit any ideas they have to improve their energy saving efforts and make the campaign more successful.
- Children of staff were also involved in the project by taking part in a drawing competition which allowed them to express their creativity in looking at how to get more natural light into the building.
- Teams from within the same organisation but in different buildings, came together and organised joint activities such as visiting a local thermal power station or preparing Christmas presents from recycled materials.

"To be honest I was a bit sceptical at the beginning as to whether we would be able to engage colleagues. I was prepared to apply a strict top-down approach to fulfil our preliminary commitments but luckily we had plenty of volunteers in both of our competing buildings which I believe was due to the enthusiasm of the Energy Teams' core members. We managed to find the 'key people' who were able engage the others. This is the secret of our success"

Árpád Horánszky, Head of Section at the Mayor's Office of Miskolc
22 buildings
1699 employees
- 7.6% energy savings
nearly -200 tonnes carbon savings

Winning teams...

Greatest Energy Savings: Comune di Campogalliano, -17%
Best Energy Saving Campaign: Comune di Maranello
Best Action Plan for the Future: Comune di San Lazzaro di Savena

National Coordinator: Agenzia Per L'energia E Lo Sviluppo Sostenibile – AESS
Participating municipalities: Provincia di Modena, Comuni di Modena, Campogalliano, Castelnuovo Rangone, Fiorano Modenese, Formigine, Formignana, Maranello, San Lazzaro di Savena, di Voghera

Big ideas

- Try to ensure that the energy team includes a good mix of staff, preferably someone from each department in the building - and don't forget the communications team - always an immensely valuable member of any engagement initiative.
- Link project activities to other initiatives such as ISO accreditations or perhaps the Covenant of Mayors Sustainable Energy Action Plans
- The human dimension of this project is hugely popular, shared lunches where everyone bought something to share amongst their colleagues were enjoyed so much that they will continue beyond the life of the save@work project.
- Always take advantage of the intranet!

In each shared activity an energy saving occurs. Each sharing generates positive energy. Sharing is good.
Marco Zanoni,
Energy Team leader, Comune di Voghera
19 buildings
606 employees
-5.6% energy savings
-29 tonnes carbon savings

Winning teams...

Greatest Energy Savings: Smiltene City Council, 19.5%
Best Energy Saving Campaign and Action Plan for the Future: Smiltene City Council & Tukuma City Council, 6.2%
National Coordinator: EKODOMA
Participating municipalities: Adaži, Cēsis, Ķegums, Saldus, Skrunda, Smiltene, Tukums

Big ideas

- Based on the experience from save@work Smiltene City Council is planning to open an energy saving competition for schools in their region. Following participation in the project the energy team of Tukums City Council managed to convince the senior management of their municipality to ring-fence a chunk of the budget for energy-efficiency measures in the future.
- As far as possible, try to involve a member of staff from every department to ensure communication across the organisation and meet as regularly as possible.
- Talk – don’t rely on emails to get your message across!
- The energy teams organised and encouraged staff to take part in other ‘environmental’ activities such as green mobility day.

"The competition was a great opportunity for us to see the creative side of our colleagues, their passion, fervour and purposefulness. Among us many positive moments and emotions appear. It clearly promoted mutual cooperation and very good energy saving results were achieved" Gints Kukainis, Chairman of Smiltene Council
SWEDEN

16 buildings

1049 employees

- 6% energy savings

- 5 tonnes carbon savings

Winning teams...

Greatest Energy Savings: Markaryd Municipality Council Office, -20%

Best Energy Saving Campaign: Gula Villan, Mörbylånga Municipality


National Coordinator: Energikonter Sydost AB

Participating municipalities: Västervik, Regional federation Blekinge, Region Kronoberg, Markaryd, Mörbylånga, Oskarshamn, Högsby, Nybro, Uppvidinge, Lessebo, Energy Agency for Southeast Sweden Ltd

Big ideas

- Adapt the action plan to reflect the very specific needs of the building it relates to and then make sure it is regularly reviewed – take the action plan seriously!

- The cleaning staff are vital, they are ideal candidates to make that final check at the end of the day to ensure all lights and computers are switched off – make sure they are included in the Energy Team.

- Carrying out unannounced energy checks with chocolate prizes for ‘good behaviour’ became a good talking point in the office and encouraged staff to continue their energy practices at all times – you never know when a spot check might result in chocolate!

- Carry out your own energy consumption tests – computers were set up for 2 weeks with energy consumption being monitored. The computer settings were then altered and monitored for another 2 weeks. The results were communicated around the office with IT staff on hand to help colleagues amend their computer settings.

“We saved far more than I expected! At first, the employees were a little sceptical but once our energy saving activities got underway, people started to get on board and before long we had fantastic participation”

Hanna Stigmar, environmental strategist for Markaryd
Winning teams...

Greatest Energy Savings: HM Land Registry Telford – 18.3%
Best Energy Saving Campaign: HM Land Registry Birkenhead
Best Action Plan for the Future: HM Land Registry Weymouth
National Coordinator: Severn Wye Energy Agency
Participating municipalities: HM Land Registry, Museum in the Park – Stroud District Council

Big ideas

- Chocolate and cake – always a winning combination! Many teams found that providing tea and cake was a great way to kick start their campaign and raise awareness amongst their colleagues of their energy saving dreams.
- So often we do things out of habit, not really questioning whether something is necessary. By carrying out detailed heating and lighting audits one team identified that a vast array of lights were turned on at the beginning of the day and left on all day regardless of whether they were actually needed.
- Get the calculator out and do a bit of maths! An energy team member calculated that for an organisation the size of the Land Registry it would take just 7 minutes to use 1kWh. If computers were then left on overnight, at weekends and during holidays the energy wastage started to become truly significant.

"When we were approached to be part of the Save@work project, I was slightly cynical and wary about how this could work for Land Registry. We already have fairly sustainable buildings and practices. However, the project has really taken off, it has re-energised our Sustainability champion role and engaged our people at every level. A thoroughly enjoyable and worthwhile experience” Sarah Duell, Facilities Management, HM Land Registry
CHALLENGES
and how to overcome them!

Running initiatives like this with such a large number of people is never going to be plain sailing, there will always be challenges to face and overcome. When running projects we tend to advocate a bottom up approach, a project that is driven by the staff rather than imposed by management and whilst this remains true, the relationship isn’t quite as clear cut as you might imagine.

Supportive and engaged

We often find that management are supportive of an initiative like save@work, what is there not to like, it could help a municipality to meet its environmental targets and save money. However, it doesn’t work if the responsibility of implementing the project is then simply handed to another member of staff and forgotten about.

The optimum scenario appears to be a management that is both supportive and engaged and whilst it is important that the running of the project be carried out by staff at all levels of an organisation, they need to feel they have authority to get out there and make it work. The project appears to work best when the management team are fully supportive and interested in its progress, providing the energy team with the feeling that it is a priority and not an imposed add-on to their day job that they can’t achieve.

Ideas and creativity

Projects such as save@work need ideas and creativity and these are best achieved if the energy team reflects the breadth of an organisation, staff from communications and IT departments are particularly valuable! This is also perhaps the best way of feeding information on the project into every department and team. The energy team is the driving force of this project and so benefits enormously from people who have an infectious ‘can-do’ attitude.
Data collection is key!

There were a number of teams that struggled with gathering the data, sometimes it was a case of not being able to access meters, whilst for others acquiring accurate historical data was the real challenge. Both of these issues are essential to overcome if you are to run a successful campaign – it is important to know how much energy has been consumed in the past to provide an effective benchmark but also to maintain enthusiasm, people need to know how their energy saving efforts are paying off.

At least in part, one of these issues can be addressed by making sure that the person who reads the meters is on the energy team!

Larger office buildings sometimes have centrally controlled heating and lighting which can have a demotivating effect on staff if they feel there is nothing they can do to control consumption. In this case it is worth focusing on those activities they do have control over and highlight the ‘team’ element of the project.

The long game

Lastly, 12 months can be a long time to maintain momentum. To help overcome campaign fatigue, it is helpful to hand over leadership of the campaign to a different person within the team every few months, preventing responsibility from always falling on one person. It also helps to hold fun events or activities as a gentle reminder to all staff.
Whilst each country had their own national award ceremony to celebrate the achievements of all their participating teams, members from the team that made the greatest energy saving were invited to Brussels for the European Award Ceremony. A perfect opportunity to swap experiences and ideas, the day was divided into facilitated workshops and a prize giving ceremony.

**Workshops**

The energy team members were put into small multi-national groups where they discussed the creation of a truly sustainable office, coming up with both wacky ideas and those that were a little more traditional. For many people in the workshop, discussing environmental and energy saving concepts was not something they did in their everyday job, in fact it was often completely unrelated to their work but that is what made the workshop novel and fun to take part in.
Prize giving

Following the workshops everyone came together to discover who was the greatest energy saver of all! Held at the office of the permanent representation of Sweden to the European Union, talks were given by Deputy Permanent Representative, Mr Truls Borgström and Vincent Berruto, Head of Unit Commission, Energy Unit European.

Talking about the importance of the public sector in driving forward climate policies Mr Berruto said...“The public sector has a key role to play in the achievement of the EU’s 2030 climate and energy targets. Projects like save@work not only brings economic and environmental benefits but also positive interactions between employees”.

Prizes

The 3 winning categories for each country was provided with a prize for their energy saving efforts.

How energy teams chose to spend their prize money varied hugely from replacing inefficient lighting with LED’s to purchasing an e-bike for the whole office to use. Other teams opted to do something that might not be so directly linked to energy efficiency but had a wider environmental impact and a greater emphasis on the ‘team’ aspect of the project such as replacing an area of car park and creating a small wildlife garden.
## RESULTS

**Final savings at country level — all buildings**

<table>
<thead>
<tr>
<th>Country</th>
<th>Final energy saving (kWh)</th>
<th>Electricity saving (kWh)</th>
<th>Heating saving (kWh)</th>
<th>CO₂ saving (tonnes)</th>
<th>Cost saving (€)</th>
<th>Final energy saving %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Austria</td>
<td>-264.753</td>
<td>-384.656</td>
<td>119.903</td>
<td>-286</td>
<td>-38.245</td>
<td>-6.7%</td>
</tr>
<tr>
<td>Belgium</td>
<td>-776.037</td>
<td>-512.925</td>
<td>-263.111</td>
<td>-470</td>
<td>-125.448</td>
<td>-7.2%</td>
</tr>
<tr>
<td>France</td>
<td>-535.038</td>
<td>-218.057</td>
<td>-316.836</td>
<td>-122</td>
<td>-33.177</td>
<td>-9.3%</td>
</tr>
<tr>
<td>Germany</td>
<td>-994.040</td>
<td>-190.264</td>
<td>-803.766</td>
<td>-588</td>
<td>-74.584</td>
<td>-6%</td>
</tr>
<tr>
<td>Hungary</td>
<td>-116.443</td>
<td>31.966</td>
<td>-148.383</td>
<td>-8</td>
<td>-3.176</td>
<td>-1.4%</td>
</tr>
<tr>
<td>Italy</td>
<td>-608.958</td>
<td>-117.601</td>
<td>-491.357</td>
<td>-153</td>
<td>-62.862</td>
<td>-6.8%</td>
</tr>
<tr>
<td>Latvia</td>
<td>-188.899</td>
<td>-45.705</td>
<td>-136.751</td>
<td>-29</td>
<td>-23.598</td>
<td>-5.6%</td>
</tr>
<tr>
<td>Sweden</td>
<td>-230.223</td>
<td>-144.204</td>
<td>-79.613</td>
<td>-5</td>
<td>-24.319</td>
<td>-6%</td>
</tr>
<tr>
<td>UK</td>
<td>-406.943</td>
<td>-102.015</td>
<td>-292.444</td>
<td>-152</td>
<td>-31.165</td>
<td>-3.5%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>-4,121.335</td>
<td>-1,683.461</td>
<td>-2,412.369</td>
<td>1.78</td>
<td>-416.575</td>
<td>-5.6%</td>
</tr>
</tbody>
</table>
## Final savings at country level – based on those buildings that made savings

<table>
<thead>
<tr>
<th>Country</th>
<th>Final energy saving (kWh)</th>
<th>Electricity saving (kWh)</th>
<th>Heating saving (kWh)</th>
<th>CO₂ saving (tonnes)</th>
<th>Cost saving (£)</th>
<th>Final energy saving %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Austria</td>
<td>-264.753</td>
<td>-384.656</td>
<td>119.903</td>
<td>-286</td>
<td>-38.245</td>
<td>-6.7%</td>
</tr>
<tr>
<td>Belgium</td>
<td>-800.414</td>
<td>-542.079</td>
<td>-258.335</td>
<td>-492</td>
<td>-131.810</td>
<td>-7.8%</td>
</tr>
<tr>
<td>Germany</td>
<td>-1,027.622</td>
<td>-211.811</td>
<td>-815.811</td>
<td>-576</td>
<td>-78.688</td>
<td>-6.6%</td>
</tr>
<tr>
<td>Hungary</td>
<td>-247.499</td>
<td>11.800</td>
<td>-259.295</td>
<td>-61</td>
<td>-8.465</td>
<td>-4.1%</td>
</tr>
<tr>
<td>Italy</td>
<td>-807.780</td>
<td>-141.469</td>
<td>-666.312</td>
<td>-198</td>
<td>-80.220</td>
<td>-17.9%</td>
</tr>
<tr>
<td>Sweden</td>
<td>-255.151</td>
<td>-136.107</td>
<td>-119.043</td>
<td>-5</td>
<td>-27.181</td>
<td>-9.9%</td>
</tr>
<tr>
<td>UK</td>
<td>-627.659</td>
<td>-49.294</td>
<td>-565.724</td>
<td>-154</td>
<td>-40.784</td>
<td>-9.9%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>-4,233.605</td>
<td>-1,493.802</td>
<td>-2,723.275</td>
<td>-1,801</td>
<td>-427,960</td>
<td>-8%</td>
</tr>
</tbody>
</table>
What has engagement in the project meant to those taking part?

The organisation

Whether a building gets involved to save carbon or save money, its success rests heavily on the Energy Team, how enthusiastic they are and how much support they get from all levels within the organisation.

Every business has a different culture, what may work beautifully in one will be completely disregarded in another. The trick is to work out what will work best for each organisation. We often take the approach that projects work better if they are applied from the ground roots up, rather than imposed from above. However, our experience of this project has indicated that if engagement in the project is written into departmental work plans, staff feel empowered to really embrace it and make the project work.

The Energy team

The energy team are the beating heart of this project, if they feel they have the time and the support to make this project work, they do remarkable things!

For many team members, the project has been about being a part of a team, doing something a bit different, raising awareness of environmental issues within a workplace setting and learning about energy that they are then able to apply to their home lives.

Staff members

Whether they are aware of it or not, all members of staff have been a part of the project and having been regularly fed information on energy consumption and energy saving, become much more aware of energy usage generally.

As a part of the project, a number of the teams have carried out lighting and heating surveys, asking their colleagues about the conditions in which they work “Is it too warm, too cold”. Just by asking these questions, people start to talk about things that they often just get on with which has really positive benefits in terms of staff morale.
Learning isn’t just one way!

As part of this project we carried out pre and post campaign survey’s sent to every member of staff covered by the save@work project. These evaluation questionnaires are an invaluable source of information, not only helping us to ascertain the current understanding of energy saving but also people’s motivation and willingness to engage. This information can then influence how we develop projects in the future.

✓ Provide participants with very specific information on how to carry out energy saving activities.

✓ People really enjoyed the team aspect of this project, build on this and focus on strengthening the group spirit.

✓ The strong and clear message of “saving energy is important to us because we want to be an energy efficient office that sets an example to others” is a popular one.

✓ Emphasise that energy saving actions need to be carried out simultaneously and regularly.

✓ Employees responded really well to learning about other energy saving activities such as commuting, food and creating a more personalised and efficient office space.

✓ Although a great many employees participate in save@work because they would like to learn more about energy saving and are concerned about environmental issues, taking part in something positive also seems to be a driving factor and should be built on in such a campaign.

✓ People’s motivation to participate varies, when planning campaigns this should always be borne in mind so that the interest and needs of a wide variety of employees is catered for.

The full copy of the project evaluation report can be found on the European project website – www.saveatwork.eu
Next steps

This project was piloted with the public sector but it could be applied to any office building, all you need is an energy team with the enthusiasm to make it happen and a management team to support them.

www.saveatwork.eu

The save@work project was coordinated in each country by the following organisations:

**UK:** Severn Wye Energy Agency
www.severnwye.org.uk

**Belgium:** Arbeid & Milieu
www.a-m.be

**Austria:** Grazer ENERGIEAgentur
www.grazer-ea.at

**Italy:** AESS
www.aess-modena.it

**Hungary:** GreenDependent
www.greendependent.org

**Latvia:** Ekodoma
www.ekodoma.lv/lv

**Sweden:** Energikontor Sydost AB
www.energikontorsydost.se

**Germany:** B.&S.U. Beratungs- und Service-Gesellschaft Umwelt mbH
www.bsu-berlin.de