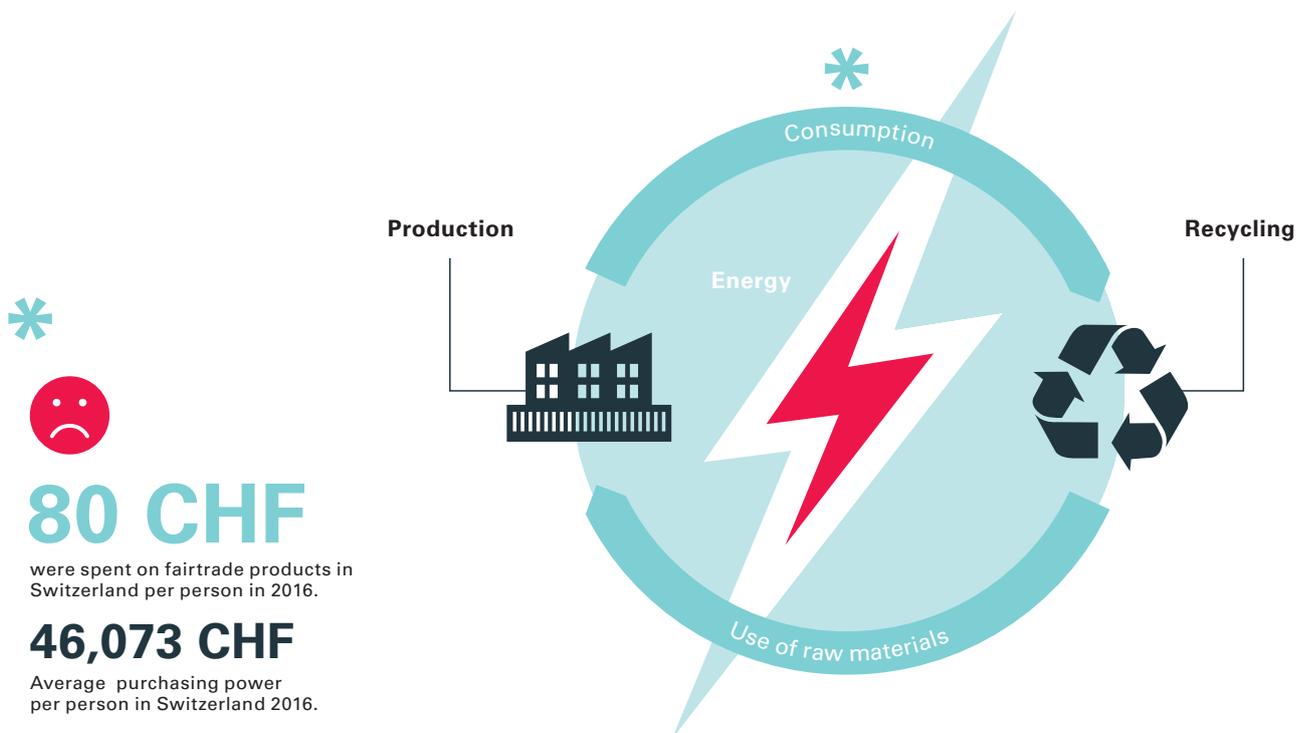


Fair and Responsible Use of Resources



Most of our resources are finite and should be treaded responsibly. Every new product needs resources and generates waste - even waste treatment needs further resources. Thus, the whole life cycle of products and materials has an impact on the environment. We can diminish such negative aspects by critically questioning our consumer behaviour, e.g. buying fair trade products. Further, we can do so by striving to avoid waste production at all, e.g. by following the 5-R-maxime: refuse, reduce, reuse, recycle, rott.

Several tips on fair and responsible use of resources in day-to-day life can be found here:

1. **Avoiding waste – Refilling instead of throwing away**
2. **Recycling instead of throwing away**
3. **Reducing paper consumption made easy**
4. **Use recycled paper**
5. **Reduce water consumption**
6. **Buy fair**

1. Avoiding waste – Refilling instead of throwing away

Disposable cups, bowls and boxes fill the rubbish bags each day also at the University of Basel.

- Drink your tea or coffee in the canteen or cafeteria from a reusable cup instead of from a disposable beaker.
- Bring your own coffee cup or thermos cup and have it filled up in one of the canteens.
- Instead of buying new water bottles each day, there are attractive reusable bottles on the market for use on the road or a glass carafe for your office that can be refilled – with tap water for example. Uncooled, still mineral water causes more than 450 times more environmental impact than tap water ([ESU-Services 2014](#)).

2. Recycling instead of throwing away

Waste or reusable material - where does it go?

- Don't throw paper and cardboard in the bin but in the collection containers provided.
- Use the PET collection containers.
- Waste separation modules are placed in all larger buildings at the University in which aluminum cans are also collected.
- The disposal of electrical/electronic waste, light sources, hazardous waste, etc., from offices and laboratories will be organized within the departments. Ask the facility manager of your department.
- Public disposal and recycling points can be found in the category «Disposal» on stadtplan.bs.ch or on tiefbauamt.bs.ch.

3. Reducing paper consumption

Despite increasing digitalization, smartphones, tablets and laptops: studying and office work still involves a lot of paper. In this respect, consumption of paper, toner or ink used in printing can be reduced fairly easily.

- Print out as little as possible. Review documents on screen first to identify any mistakes before printing them out.
- Wherever possible, print double-sided or more than one page per sheet. For presentations, you will find options in PowerPoint's Print menu that allow more than one slide to be printed on each side of a page. This helps you save paper and you can still write your notes on the corresponding slide.
- Print drafts or unfinished documents in black and white whenever possible.
- Paper written or printed on only one side can be used excellently for drafts, test prints or note paper.
- Instead of filling blocks of paper with notes, write directly into your laptop or tablet.

4. Used recycled paper

On average, recycled paper causes one third less environmental impact than paper from fresh pulp, as in some cases virgin forest is cleared to produce the pulp for new paper and large amounts of energy and water are used in production. In terms of quality, modern recycled paper is not inferior in any way to conventional products and is just as suitable for printers or copiers. From an ecological perspective, you should base your choice of paper on the following ranking:

- Recycled paper with the [Blue Angel](#), [FSC Recycling](#) or [Coop-Oecoplan](#) labels is manufactured from 100% recycled pulp.
- FSC paper (MIX or 100%): Paper with the [FSC logo](#) stems from forests cultivated in accordance with environmental and social standards or recycled pulp.
FSC Mix: Paper consists of a mix of FSC pulp, pulp from controlled sources and/or recycled pulp. FSC 100%: Paper consists of 100% fresh pulp from FSC certified forests.
- Paper made from fresh pulp with no label

5. Reduce water consumption

As clean water is very cheap in Switzerland, the value of drinking water is often forgotten. This means that every day vast amounts of drinking water go down the drain unused.

- Toilet: A short flush is often sufficient for “small business”. Modern toilets have two buttons: a large one for 6 liters of water and a small one for only 3 liters of water.
- A running toilet flush or a dripping tap can waste thousands of liters of water over a year. Report anything of this kind you see to the janitor or facility manager responsible.
- Turn taps (fully) off when you no longer need them.

6. Buy fair

- In 2017, the organizations “Brot für alle” and “Fastenopfer” analysed the biggest IT companies with regard to employee rights, environmental aspects and conflict resources: [high-tech-rating.ch](#).
- Improved working conditions in the textile industry is the objective of the [Fair Ware Foundation](#) and the [Global Organic Textile Standard](#). These link take you to evaluations of various clothing firms (including working clothes such as surgical gowns and laboratory coats) and provide a lot of background information.
- Fair trade products can be found at faircustomer.ch or rrrevolve.ch.
- A large selection of sustainable advertising products can be found at greenpromotion.de, memo-werbeartikel.de and greensign.ch.
- [Rank a Brand](#) rates brands of different branches according to their activities in the realm of sustainability.

“Think further ...” stands for sustainable thinking, planning and acting at the University of Basel. More information can be found at [Sustainability at the University of Basel](#)