## **Sustainability Policy**

Dickinson College takes seriously the need to be environmentally responsible. All Dickinson employees are requested to do their parts to help reduce the college's waste. Below are some suggestions of things that employees can do to help reduce the amount of waste produced by the College.

## **Reduce and Reuse**

- Use half sheets of paper for memos and letters when appropriate.
- Print lengthy memos and reports on two sides of one sheet rather than on two sheets.
- Do not use mass mailings unless absolutely necessary.
- Be accurate when submitting a