



# Green Office

Efficiencies and strategies for a more environmentally friendly office.

- Areas to measure, evaluate and assess
- Energy, waste & water efficiencies
- Enhanced recycling program
- Promote employee buy-in
- Intro to green office handbook
- The appropriate action toward greening your office

## Webinar Event

**Tuesday, July 14, 2009**

1pm EST

*This program is scheduled for 90 minutes.*

ALTAMONT  GROUP

**Green Office** is good for business, employee morale and the planet.

Implementing greener products and processes at the office is ideal for organizations looking to maximize their sustainability initiatives. The **green office** touches upon every aspect of how sustainability can drive organizational performance. Employees find that a green office is a safer and more satisfactory work environment. Energy, waste and water efficiencies will benefit the bottom line. Clients will honor the and respect the initiative, enhancing brand value. No matter what industry you are in, a greener office will provide a better, safer and more efficient workplace.

**Green Office** is designed to introduce new strategies and best practices to create a more eco-friendly office and discover hidden efficiencies. This program will introduce the resources necessary for a greener office, and how to introduce these ideas to relevant stakeholders. Within this course attendees will discover the appropriate strategic framework for how they can apply this to their own organization.

#### **Content & Takeaways:**

- How a greener office leads to improved employee recruitment & retention
- What efficiencies might be revealed by a greener office
- Strategic framework for your own green office strategy
- Intro to Green Office handbook

## **Green office benefits include:**

**Cost efficiencies:** a greener office leads to lower costs in resource usage, waste, energy and many other areas. These are direct bottom-line benefits that result from a leaner office management system.

**Carbon Footprint:** reducing greenhouse gas and carbon emissions starts in the office. Methods to reduce emissions are found throughout the office supply chain and within the facilities themselves.

**Employees:** green is one of the top interests of today's most talented recruits when considering an organization for employment. Furthermore, evidence shows that employees who work in greener offices, have greater job satisfaction and retention. Finally, a green office promotes green buy-in throughout the organization, which diffuses into other areas of the organization.

## **Eco-Certification**

- LEED certification enhances brand value and indicates “pioneer” or “first-mover” to a multitude of stakeholders.
- There are many types of certification used by green office suppliers. Learn the tools necessary to know what is best for your needs.
- Carbon Neutrality: use a green office strategy to become certified carbon neutral.

**About the presenter:****Cassie Walker**

Founder, Three Elements Consulting and TheSustainableOffice.com



Cassie Walker has dedicated her career to reducing the impact that business has on the environment. As founder of Three Elements Consulting, LLC, and TheSustainableOffice.com, she works with companies to advance sustainable, responsible business practices. Most recently, Cassie completed a carbon footprint analysis for a Bay-area coffee company, alongside partner and client Low Impact Living, the largest green home improvement site on the web. She has recently launched *The Green Office Handbook: a Practical Guide for Greening Your Office*, a one-stop resource for companies looking to become more sustainable.

**About Altamont Group:**

*Altamont Group's purpose is to provide the best online trainings dedicated to sustainable business practices. We work with expert industry leaders with proven track records of success in order to drive organizational change. Our trainings are the product of in-depth research in current trends and best practices.*

*Altamont Group is dedicated to answering the needs of today's companies and organizations. Please contact us with any training, consulting or recruitment requests.*

[www.altamont-group.com](http://www.altamont-group.com)

**Who Should Attend?**

C-Level Executives  
Administration  
Office Managers  
Functional Managers  
Operations  
Supply Chain  
Strategic Planner  
Facility Managers  
Marketing

Take advantage of this great learning opportunity for your entire team. Ask about our group rate of **\$595** for five attendees.

# Registration

**Early Registration:**                   **\$ 249**  
**Green Office Handbook:**       **\$ 99** (with registration)  
 Single Attendee:                       \$ 299  
 Additional Attendee:                 \$ 99  
 Course CD (with attendance):       \$ 149  
 Course CD (no attendance):         \$ 299

**Online:**

Register online using our secure online registration at:

[www.altamont-group.com/register](http://www.altamont-group.com/register)

**Or by email at:**

[register@altamont-group.com](mailto:register@altamont-group.com)

**By Phone:**

Phone:                   510-768-7920

Fax:                     510-380-7377

**By Mail:**

**Altamont Group**

Attn: Registration

2625 Alcatraz Avenue, # 341

Berkeley, CA 94705

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 TITLE
 

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 COMPANY
 

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**For Credit Card Orders**
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 MasterCard

 American Express

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 Name on Card:
 

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 Card Number
 

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 Expiration Date
 

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 \*CVC No.
 

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\*The CVC is the three digit number at the end of the signature strip on the back of a Visa or Mastercard. For AmEx, the CVC is the four digit number on the front of the card.