The City of San Luis Obispo has long been a leader in Water Conservation. Although our residents and businesses are well-practiced in using water wisely, this unprecedented drought has forced us to do more to conserve this precious resource.

Beyond playing a role in preserving water supply, developing a Water Conservation Plan to ensure efficient water use is an excellent way to reduce business expenses. The following plan can help you organize a successful program.

#1 Commit to conservation

In order for your program to be successful, management needs to be fully committed. Show your company’s dedication through a policy statement and support conservation from the top down.

#2 Put someone in charge

Assign a Conservation Champion and give them the responsibility to create and implement the program.

#3 Know your usage

Know how much water is being used for each of your organization’s industrial processes and/or domestic needs.

#4 Learn conservation tips

There are many ways to conserve water in the workplace.

Learn tips and tricks at:
www.wateruseitwisely.com/tips/category/office

For more information, ideas, tips and more, visit www.slowater.org
#5 Check for leaks

Leaks can be detected by shutting down all water-using facilities and reading the water meter at intervals during the shutdown. *(For information on how to read your meter, visit [www.slowater.org](http://www.slowater.org).* If the dial moves, you have a leak somewhere on your facility. If a leak is located, repair it as soon as possible.

#6 Set a goal

Set realistic goals but make sure they are high enough to require effort. Allow these goals to serve as progress reference points.

#7 Involve your employees

Teach water awareness. Post signs throughout your facility to create an awareness of water conservation and/or put information in newsletters or on your website.

#8 Use water efficient equipment & devices

Upgrade toilets and urinals with water-saving models. Use water conserving icemakers, dishwashers, refrigerators and other equipment. Make sure showering facilities are equipped with low-flow showerheads and aerators on all faucet fixtures.

#9 Limit outdoor water usage

Cut down on irrigating your landscape and be sure there is no run off or leaks in your system. Limit turf areas at your facility and use drought-tolerant plants for some or all of the landscaping. Wash company vehicles as needed and at commercial car washes that recycle water.

#10 Monitor your results

Each water bill includes your consumption history. Follow this history and get an idea as to how well you are doing compared to last year during the same months billing period. Keep track of your conservation progress.

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