

Easter break switch off Lab checklist

In advance of the break over Easter, please join us in switching off to help reduce our energy consumption. The smallest actions can add up to make a big impact and collectively we can make a difference to our University, helping in our response to the climate emergency and to save money.

Together with your colleagues, please help by switching off your labs before leaving for the Easter break:

1. **Switch off** all electronics (where possible) and lights fully
2. **Ask** if things that are normally left on can be turned off
3. **Close** windows and doors
4. **Turn radiators down** to 1 on the dial
5. **Report any faults** or issues in university-managed buildings to the [Campus Infrastructure helpdesk](#)

Don't stop here, make your lab more sustainable for the long term. Encourage your department to make their labs [LEAF certified](#).

| Turn off (don't just leave on standby) and only where safe to do so: | Done? (✓) |
|--|-----------|
| Lights | |
| Monitors, computers and laptops | |
| Ovens and drying cabinets | |
| Centrifuges | |
| Gas Chromatographs | |
| Mass spectrometers | |
| Lasers | |
| X-ray machines | |
| Extractor fans (where this is safe to do so) | |
| Incubators | |
| Sterilisers/dishwashers | |
| Microscopes | |
| Fume cupboards and biosafety cabinets (close sash, turn off if feasible) | |
| Radios/hi-fis | |
| MRI scanners | |
| Diffusion pumps | |
| Reverse osmosis units | |
| Ice machines/Cryostat | |

If you have any questions or queries related to safely switching off lights, appliances and equipment in your lab, please get in touch with the Energy team energyteam@bath.ac.uk.

Continue to save energy and money on bills in your home, check out these useful links and resources:

- B&NES offer a comprehensive breakdown of the [funding, grants and other financial support](#) available to help save you money and improve your homes energy efficiency
- [Bath and West Community Energy](#) offer a range of surveys to make your home warm, affordable and healthy to live in- for us and our planet
- Learn more about [retrofitting](#) and what might be suitable for your home using the [Retrofit West](#) free planner tool, advice line and email services
- [The Green Heritage Homes](#) project in partnership with B&NES has developed resources to show how to make listed and historic homes warmer, greener and more affordable to heat.
- Access lots of free [energy advice](#), from smart plugs to cold homes, from [Energy Saving Trust](#) and [Centre for Sustainable Energy](#)