



## ***Water Conservation Tips*** **A 10 Step Approach for Your Business**

The Long Beach Water Department (LBWD) continues to stress the importance of using water wisely. Limited supplies and constant growth in southern California are reminders that our water supplies cannot be taken for granted.

Water conservation from residential, and commercial and industrial businesses, has been outstanding. However, we can still do much more to conserve this limited, essential resource. The following provides a 10-step approach to the organization of a successful Water Conservation Program for businesses.

- 1. Make a commitment to water conservation***  
Prior experiences have revealed that for any program to be successful, the desire to conserve water must be present from the highest level of management on down. Upper management should understand that water conservation is necessary and be fully committed to its support.
- 2. Appoint a Conservation Champion***  
Companies that assign responsibility to an individual have better results than those that do not. So give someone within your organization responsibility for creating and implementing and maintaining your water conservation program.
- 3. Determine how and where you use water***  
Know how much water is being used for each of your organization's industrial processes and/or domestic needs. To assist you in determining how your on-site water is being used, you may want to install sub-meters.
- 4. Learn about conserving water in the business environment***  
There is more information on the Long Beach Water Department web site, and at that of the Metropolitan Water District of Southern California (<http://www.bewaterwise.com/>). Learn from businesses have already established a water conservation plan. However, it is up to you to apply these suggestions to your particular situation in arriving at ways to reduce your water consumption.
- 5. Check your system for leaks***  
Leaks can be detected by having a periodic shutdown of all water-using facilities and reading the water meter at intervals of the shutdown (for information on how to read your meter, go to [www.lbwater.org](http://www.lbwater.org)). If the dial on the meter moves, that you have a leak somewhere on your facility. If a leak is located, repair it as soon as possible.

6. ***Set a conservation goal***  
It is important to have realistic goals, but goals high enough to require substantial effort. Allow these goals to serve as progress reference points. They will illustrate the effectiveness of your water conservation program.
7. ***Involve your employees***  
Teach water awareness. Many companies have posted signs throughout their facilities, which help to create an awareness of water conservation among the employees. Creating competition among employees (for instance, establishing which work shift can use the least amount of water) is another idea. Once employees start thinking about their water use, water consumption usually decreases.
8. ***Install low flow devices***  
Use toilet tank displacement devices or install vacuum flush toilets. If you already have these types of toilets, make sure they are adjusted to use the minimum amount of water required per flush. All showering facilities should be equipped with low-flow showerheads. Showerheads with on-off valves provide the opportunity to conserve more water than those without. Similar measures should be taken for all faucet fixtures.
9. ***Be aware of water efficient equipment***  
As you replace the equipment in your plant, be aware of how much water the new equipment will use. Equipment manufacturers are becoming more aware of the need for water conservation and are designing pieces of equipment, which require less water. Examine all of the possibilities. You may find that you have a choice in your purchases of equipment and water conservation could well be a determining factor in the selection process.
10. ***Monitor your results***  
Each water bill includes your consumption history. It is possible for you to follow this history and get an immediate idea as to how well you are doing compared to last year during the same months billing period. Use charts, graphs, and other records to keep track of your conservation progress.

Rebates are available for many types of water conservation devices and activities. Please go to the MWD web site for more information, at (<http://www.bewaterwise.com/>).