

**WASHINGTON TRAFFIC SAFETY COMMISSION  
SUSTAINABILITY PLAN PROGRESS REPORT  
OCTOBER 2004**

Agency's *Sustainability Plan* written and distributed to staff.

WTSC's current practices continue to be followed.

WTSC Improvements:

We now have a recycle bin for glass bottles, CDs and batteries. Even though it is clearly marked as a recycler, the new bin has become a garbage can. We have requested a lock from Pacific Disposal to ensure only recyclables are placed in bin.

Several employees work at home one day a week, thus reducing the number of drive days.

Staff has increased use of electronic communications for meeting notices, reports, work requests, and other information, thereby replacing the previous practice of printing out paper copies of this information.

We no longer use paper plates or plastic utensils at office functions (except during flu season).

We purchased a bike rack for the front porch to encourage bicycling to work and to local meetings.

More building lights are turned off at night and on weekends.

Gasoline and Paper Consumption:

Gasoline: 1,393 gallons August 2003 through September 2004

Paper: 260 reams purchased

It is WTSC's intent to continue to meet all long range goals by 2006.

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