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## **FOREWORD BY RALPH NADER**

Government purchasing as a tool to advance safe and environmentally preferable practices and products in the marketplace has made gains since I first became interested in procurement leverage in 1964—almost 40 years ago. Our first foray into the issue began with getting a bill passed through Congress that authorized the General Services Administration (GSA) to set more advanced, state of the art safety specifications for their automobiles. The bill was the beginning of our continual journey leveraging government procurement to further issues that would otherwise become constricted due to industry opposition and government inertia.

If we had any doubts about the government’s efficacy in moving markets, they were abolished in 1985, when we successfully persuaded GSA Administrator Gerald Carmen of the need to request airbags when purchasing automobiles for the federal government. Although air bags had been invented decades earlier, they were not available then in the U.S. marketplace. Under Carmen’s guidance, GSA put out a request for bids for airbag-equipped vehicles. Carmen stated a few years later that the preliminary negotiations with the car companies were a “disheartening experience” as “...car companies were not exactly excited about being pushed this way.” Fortunately, the initial negative reaction from car companies did not dissuade Carmen from pursuing airbags. Carmen stated, “We had a right as the buyer of hundreds of millions of dollars worth of vehicles—at that time our own fleet was about 80 or 90 thousand vehicles—to improve our safety, improve our performance and improve our cost. So we set out to try to do something about it.”

Ford broke ranks with the Big Three Detroit car companies and supplied the federal government with 5,000 airbag-equipped Ford Tempos. This sale provided Ford with the occasion to justify taking a risk on a new product and the economies of scale enabled Ford to offer the airbags as an option on the Tempo to the public at large. Where regulatory efforts failed, this government purchasing effort was the breakthrough that moved airbags into the marketplace. Our success in this endeavor led to a national conference<sup>1</sup> in 1988 on government procurement leverage followed by the creation of our Government Purchasing Project (GPP).

Watching the recent surge in development of governments' environmentally preferable purchasing efforts, since that time, has been gratifying. While attempts to pursue larger societal goals has long been an accepted practice within procurement efforts—for instance, in 1905, the U.S. government forbade the use of convict labor in government contracts—only recently have these efforts begun to be truly institutionalized into government operations. The adoption of mandatory environmentally preferable procurement requirements and the creation of staff positions and government departments to expressly handle environmentally preferable purchasing at all levels of government have resulted in real progress on these issues in many areas. In Massachusetts, for instance, Marcia Deegler, Environmental Purchasing Program Manager states, “With the hiring of green procurement staff in the early 1990s, the Commonwealth has been able to increase its purchase of recycled products from only \$3 million to nearly \$68 million in 2001.”

The full potential for advancing societal goals through government purchasing, however, has yet to be realized. Many state and local governments still fail to do the bare minimum and those that are active in environmentally preferable purchasing (EPP) face a seemingly endless array of issues and products to address. Governments purchase any number of consumer goods, such as cars, fuels, paper, light bulbs, appliances, furniture, clothing, packaging, cleaning products, medicines, hearing aids, telephones, as well as specialized items to outfit the military forces and equip our space program. The government, as Big Consumer, can specify advanced technologies, renewable energy sources, environmentally preferable materials, improved quality standards and greater safety requirements, stimulating innovation in a variety of areas and improving our quality of life.

GPP and Resource Conservation Alliance (RCA) have undertaken a study that provides us with a current snapshot of the extent to which the 50 states have realized their potential in advancing EPP. While the study only examines a few product categories, copier paper policies and implementation, in particular, are a good reflection of a state's EPP policies overall. States that have implemented a recycled copier paper policy and are heavily engaged in ensuring a high compliance with this policy are likely to be implementing EPP in other areas as well. Conversely, states that are not actively engaged in ensuring that all of their agencies are procuring solely post-consumer recycled copier paper are unlikely to be heavily engaged in EPP efforts in other product sectors.

Beyond providing an overview of states' overall EPP efforts, this study calls attention to a specific issue that is often overlooked in EPP policies—the need to conserve forests. Government purchasing practices have the potential to greatly impact forest conservation—either by easing pressure on the world's forests by consuming fewer wood products, or by driving

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<sup>1</sup> National Conference on the Uses of Government Procurement Leverage to Benefit Taxpayers, Consumers and the Environment, sponsored by Ralph Nader and The Center for Study of Responsive Law (CSRL), Washington, D.C., May 23-24, 1988. The proceedings from the conference, *The Stimulation Effect*, are available from CSRL, P.O. Box 19367, Washington, D.C. 20036, (Tel.) 202.387.8030.

forest destruction due to increasing demand for wood products. According to veteran forest activist Mike Roselle, “We need a new debate over the future of our forests that strikes a balance between forest conservation and timber consumption. We can continue to enjoy the use of wood for the products for which it is uniquely suited while preserving forest ecosystems, but only if we use less wood and switch to alternatives. Many of the products that we have come to depend on can be made stronger, lighter and cheaper with materials that come from our farms and factories, so our forests can be put to higher uses, such as clean water, clean air and the protection of nature.” This report serves as a wake up call to government agencies to ensure that forest conservation is given adequate priority in government purchasing policies.

Furthermore, by collectively examining the policies surrounding five distinct wood product categories, the study highlights the linkages between these five items. EPP policies are often disjointed, addressing one product category at a time. This report challenges government purchasers to devise inter-connected policies that harmonize efforts to reduce a state’s excessive consumption of wood products, thereby greatly minimizing their negative impacts on global forests. This challenge provides yet another opportunity for government purchasers to explore.

Successful EPP efforts on all levels of governments have always relied on champions on the inside. These champions recognize that although analyzing the numerous environmental impacts of product purchases requires a complicated and extensive process filled with obstacles, the problems are surmountable and the rewards are substantial. We invite these champions to provide us with suggestions on how we can collaborate to further these efforts in the future and we urge those purchasers sitting on the sidelines to become engaged and advance EPP efforts in their own states.

Ralph Nader  
Washington, DC

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## **INTRODUCTION**

### **Government Purchasing Power**

The power of state and local governments to affect consumption patterns and market demand for forest products has never been closely examined. The Resource Conservation Alliance, in conjunction with the Government Purchasing Project, sought to find a link between a state's Environmentally Preferable Purchasing (EPP) habits and its reduction of wood consumption through a survey distributed to all state purchasers. The survey results describe the various policies and contracts that state governments use to purchase environmentally safe products and expose the states' consumption patterns for wood products.

Federal, state and local government purchasing accounts for nearly 20 percent of the U.S. Gross Domestic Product. While the federal government spends more than \$200 billion a year, state and local governments spend even more. In one fiscal year these "smaller" governments spend more than \$1 trillion combined on goods and services. The incredible purchasing power of state and local governments is not to be underestimated. Governments have proven to be capable of stimulating new markets. Recognizing this tremendous purchasing power, governments at the federal, state and local levels are consciously implementing policies directing responsible purchasing. Long gone are the days when the only question a procurement official asked was, "How much does this product cost?" A consciousness is growing both in the government and in the community about the consequences of each product's manufacture, use, and disposal. Now purchasers have added "What are the environmental impacts of the product?" to their list of questions.

### **Forest Conservation Through Government Purchasing**

When choosing a product, it is crucial to examine its environmental impacts, including its effect on natural resources, air quality, and waste disposal. The volume with which governments purchase products magnifies these environmental impacts. One of the most pressing environmental crises affected by government purchasing is the devastation of the world's forests caused by over-logging for wood products.

Industrial logging, driven by the insatiable demand for wood products, is the leading cause of global deforestation. The United States is disproportionately responsible as the largest consumer of wood. Largely driven by the global demand for wood products, more than 30 million acres--about the size of Pennsylvania--of natural forests are lost annually. Ancient forests are particularly endangered, as the most threatened of all forest ecosystems. The accelerating pace of deforestation has led to few healthy, large and intact forests remaining. The destruction of these forests results in the loss of all of the services and benefits that they provide to society.

Forests provide a home for most of the world's species, and millions of indigenous people, they are also invaluable resources which serve as storehouses of biological diversity, protectors of healthy watersheds, streams and fisheries and mitigators against accelerating global warming. These ecosystem functions combined with the foods and medicines derived from forests are worth billions to the economy.

Despite efforts to conserve forests, the skyrocketing rates of consumption continue to put undo pressure on global forests. Researchers in the last quarter century have devised a solution, uncovering a myriad of ways that recycled and alternative fibers from agricultural fields can replace wood in most applications--paper, packaging, furniture and building products. These innovations can reduce wood consumption by 75 percent in the next generation. Therefore, the main remaining barrier to dramatic wood reduction lies in the consumption of wood products by large purchasers, such as governments. As the United States' largest consumer with the moral responsibility for taking a leadership role in responsible purchasing, the onus is on governments to adopt and implement wood reduction policies as part of their environmentally preferable purchasing programs.

### **Forest-Friendly Policies**

By instituting policies aimed to promote “forest-friendly” procurement practices--calling for the procurement of products that substitute for, or greatly minimize wood--the government can achieve several goals. First, buying these forest-friendly products saves natural resources. For example, if all of the 20 billion sheets of paper that the government buys each year were made from recycled fibers, 500,000 less trees would be used than if that paper were made from virgin fiber. Second, reducing the consumption of products can bring financial savings such as those reaped when departments switch to electronic communication.

EPP techniques, by their very nature, promote resource conservation. In the area of forest and wood conservation, EPP directs government purchasers towards more sustainable alternatives to wood products. These policies may include the purchase of recycled products, the use of alternative building techniques in government facilities, establishing a reuse center for furniture, packaging materials and pallets, and public education on recycling, recycled products and construction materials.

Through forest-friendly practices, governments can leverage their purchasing power to shift the market toward recycled and biobased products<sup>2</sup>. In the current situation, the markets for alternative products are struggling, not because of lack of quality, but because of lack of demand. If government policy mandates the procurement of forest-friendly products, manufactures will increase production of those products to meet the demand. As these forest-friendly products are manufactured in ever larger volumes, they will become more widely available to the public at a lower cost.

### **RCA and GPP Survey**

The Resource Conservation Alliance (RCA) and the Government Purchasing Project (GPP) undertook a study designed to gauge the scope and implementation rate of state government’s environmentally preferable purchasing policies as they relate to wood consumption. In early 2002, a survey was distributed to all fifty states’ purchasing officers<sup>3</sup>. Forty returned the survey. We analyzed the survey results, and conducted independent research on state legislation, executive orders, policies and web sites in order to answer two basic questions: Have state EPP policies led governments to reduce their consumption of wood products? Are state EPP policies stimulating the market for alternative non-wood products?

The survey itself has several sections that the either the purchasing officers or, in the case of some more progressive states, an Environmental Procurement Officer addressed dealing with general wood consumption facts, copy paper procurement, green building initiatives, wooden pallet usage, office furniture, and packaging. The results show a widely divergent group of

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<sup>2</sup>A biobased product is simply one in which alternative natural (usually plant-based) materials are used. A good example would be a laminate for a countertop made from soy and newsprint.

<sup>3</sup>A copy of the survey is included in Appendix \_\_\_

states—some that implement numerous policies reducing wood consumption and some with virtually no policies at all. The following study profiles all fifty states—those that returned the survey and those for which RCA and GPP compiled data and offers general findings, recommendations for future state EPP, and case studies of the most active and successful states in reducing their wood consumption. It should be noted that all information in the following report is true to the best of RCA's knowledge. Any discrepancies are unintentional and RCA stands by its commitment to truth through research.

January 2003

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## **ALABAMA**

**Grade: D**

### *Paper*

**Copy Paper Policy** – No

**Percent of all copy paper required to be recycled** – N/A

**Percent of post-consumer content required of copy paper** – N/A

**Other recycled paper products required** – N/A

**Actual percent of recycled copy paper bought** – 3%

Alabama has no policy regarding the procurement of recycled paper. In FY 2001, the state purchased \$1,871,632.09 worth of copy paper. Of that, \$51,117.64 was spent on recycled content copy paper.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

No specific policies or purchases regarding wood reduction.

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## **ALASKA**

**Grade: D**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 25%**

**Percent of post-consumer content required of copy paper – 50%** (conflicting information on whether this is a pre- or post-consumer content requirement)

**Other recycled paper products required – No**

**Actual percent of recycled copy paper bought – Information unavailable**

According to Chapter 36.30. State Procurement Code (available at <http://www.state.ak.us/local/akpages/ADMIN/dgs/purchasing/home.htm>), 25 percent of paper purchased must be recycled content paper, “unless recycled paper is not available for the purchase or unless...the recycled paper is more expensive than the non-recycled paper.” (1) A price preference of 5-10 percent is allowed for recycled paper. According to the returned survey, the recycled paper should contain 50 percent post-consumer content, but other sources indicate that the recycled content can be pre- or post-consumer. (2) State policy also calls for double-sided copying. Purchases are not tracked to ensure compliance.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies or purchases reported regarding packaging.

*Pallets*

No policies or purchases reported regarding pallets.

*General*

A 5 percent price preference should be given for recycled products. (3)

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**ARIZONA**

**Grade: C**

*Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – No requirement**

**Percent of post-consumer content required of copy paper – 10 – 20%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – 6%**

Arizona State policy allows for a 5 percent price preference for recycled paper over virgin paper. The returned survey indicated that recycled paper should contain 20 percent post-consumer recycled content, but the 2000 report to the governor on recycled products states that “recycled paper shall contain at least 40 percent recovered wastepaper, with 10 percent of that being post-consumer content.”(1) Although the state did not provide information regarding the percentage of copy paper procured containing recycled content, the 2000 report indicated that only 6 percent of all fine paper products purchased that year contained recycled content. Specifically, \$347,117.50 was spent on recycled fine paper products.(2) Since Arizona does not use a computerized tracking system and purchasing is decentralized, it relies on usage reports from contractors to track what recycled products are purchased.(3)

*Green Building*

No policies or purchases reported regarding green building or construction initiatives.

*Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies or purchases reported regarding packaging.

*Pallets*

No policies or purchases reported regarding pallets.

*General*

Some purchases are tracked by the state of Arizona and there have been some recent efforts made towards cooperative purchasing.

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**ARKANSAS**

**Grade: D**

*Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 60%

**Percent of post-consumer content required of copy paper** – No requirement

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – Information unavailable

Although no survey was returned from Arkansas, independent research revealed that state policy mandates that 60 percent of paper products purchased by the state should be recycled (1). Recycled paper should be bought when “technically feasible and price is competitive (2).” A price preference of 10 percent is given for recycled paper. The policy also directs the Office of State Procurement to prepare a semiannual report on recycled paper product purchases (3).

Arkansas has both recycled and virgin copy paper (and other paper products) on state contracts. A separate policy calls for the use of recycled newsprint with soy-based ink in Arkansas (4).

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

A vague policy states that the state is “encouraged to provide for preferential purchasing of products made from recycled materials or products that may be recycled or reused.”

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## **CALIFORNIA**

**Grade: B**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 25%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – Information unavailable**

State policy mandates that at least 25 percent of the total dollar amount spent on fine printing and writing paper be recycled, containing at least 30 percent post-consumer waste. (To view the statute online, go to <http://www.leginfo.ca.gov/cgi-bin/waisgate?WAISdocID=57252125771+34+0+0&WAIAction=retrieve>.) At least 50 percent of all paper products purchased by the state should contain recycled content.

Purchases are tracked in an annual report. In FY 2001, \$1.4 million was spent on recycled copy paper, but no dollar amount was given for the cost of all copy paper purchased. State policy also calls for paper reduction strategies such as double-sided copying, smaller printed documents, and increased use of e-mail.

### *Green Building*

#### **Building Policy - Yes**

Calls For – Resource conservation, materials efficiency, construction/demolition recycling.

State Purchased – Bio-based interiors.

Extra Initiatives – LEED California Supplement is recommended, wood reduction recommended.

Executive Order D-16-00 recommends that all government buildings be built in a “sustainable” manner. The Secretary of State and Consumer Purchasing Agency established a sustainable buildings taskforce to implement Executive Order D-16-00 and the Blueprint for Green Building was written to establish a criteria for the implementation of the Order. The California EPA office, the East End Complex of the Capitol, and the Franchise Tax Board State Office Buildings are all green government buildings that uphold the goals of Executive Order D-16-00. The California Integrated Waste Management Board hosts the Green Building webpage at: <http://www.ciwmb.ca.gov/GreenBuilding/> The webpage supplies the public with a great deal of information on many different green building endeavors.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

State policy mandates that preference be given to recycled products. The state is also involved in initiatives designed to promote EPP throughout the state government and private sector. For example, the California Integrated Waste Management Board hosted its 3<sup>rd</sup> Annual Recycled Product Trade Show in April 2002. In addition, new legislation is being considered (Assembly Bill 498) that would, among other things, create an Environmental Purchasing Manager to coordinate the state's EPP efforts.

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## COLORADO

**Grade:** D

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 50%

**Percent of post-consumer content required of copy paper** – 20%

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – Information unavailable

The state statute says that 50 percent of all paper purchases should contain recycled content, if comparable to virgin in price and quality (1). Procurement officials are also directed to purchase, “when cost-efficient and economically feasible, equipment that results in the reduction of paper usage (2).” To see Colorado’s revised statutes, go to <http://www.colorado.gov/government.htm>.

### *Green Building*

**Building Policy** - Yes

No policies or purchases regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

No specific policies or purchases reported regarding wood reduction.

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## **CONNECTICUT**

**Grade: C**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – Information unavailable**

State policy requires procurement of copy paper to comply with federal policy set forth by Executive Order 12873 -- all copy paper (and various other office papers) must contain 30 percent post-consumer content (1). The policy does allow for exceptions for price, availability and performance reasons. (The policy can be viewed online at <http://www.cga.state.ct.us/2001/pub/Chap058.htm>.) No survey was returned by Connecticut, but a former procurement official reported that \$1,602,579 was spent on 30 percent post-consumer recycled copy paper in FY 2000. (No figure was given on total copy paper purchases (2).) Connecticut is not currently buying chlorine free paper.

The policy directs the use of double-sided copying to reduce paper use. It also gives preference for “tree-free” paper by directing the Commissioner of Administrative Services to revise specifications for printing and writing paper to allow the purchase of paper “composed entirely of materials manufactured using processes which do not involve harvesting of trees or which are otherwise derived entirely from sources other than trees (3).” The policy also promotes cooperative purchasing of recycled paper with municipalities (4).

*Green Building*

**Building Policy - Yes**

No policies or purchases regarding green building or construction initiatives.

*Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies or purchases reported regarding packaging.

*Pallets*

No policies or purchases reported regarding pallets.

*General*

Recycled products should receive a 10 percent price preference (5).

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**DELAWARE**

**Grade: B**

*Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – Information unavailable**

State policy requires all copy paper purchases to contain 30 percent post-consumer content. Purchases are not tracked to ensure compliance with the policy. The contracts for recycled paper products, including office and printing papers, computer paper, envelopes, janitorial papers, and business cards are available online at [http://www.state.de.us/purchase/html/recycled\\_products.html](http://www.state.de.us/purchase/html/recycled_products.html).

### *Green Building*

No policies or purchases regarding green building or construction initiatives.

### *Furniture*

#### **Furniture Policy - Yes**

**Calls For** – Remanufactured furniture; recycled wood.

**State Purchased** – Remanufactured furniture; Reused/refurbished materials.

In FY 2001, \$48,000 was spent on remanufactured, reused, or refurbished furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

State law says that recycled products should be procured if they are cost competitive, high quality, and readily available (1). A price preference of 5 percent should be given to recycled products (2). (This policy can be viewed online at [http://www.state.de.us/purchase/html/procurement\\_law.html](http://www.state.de.us/purchase/html/procurement_law.html)).

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## **FLORIDA**

**Grade: B**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – No requirement**

**Percent of post-consumer content required of copy paper – 10% (actual purchases exceed minimum)**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – 73%**

State Statutes mandate that paper products contain 10 percent post-consumer content, as long as it is of adequate quality and no more than 10 percent more expensive (1). An additional 5 percent price preference is given to recycled content recovered within the state. (The policy can be viewed online at <http://www.myflorida.com/myflorida/business/laws/rules.html> .) State policy also mandates that printed documents be on recycled paper (2).

Purchases are tracked using an electronic tracking system. In FY 2001, approximately \$9,000,000 was spent on all copy paper purchased by the state. Of that, \$6,570,000 was spent on 20 percent post-consumer recycled content copy paper, accounting for 73 percent of copy paper purchases.

#### *Green Building*

No policies or purchases regarding green building or construction initiatives.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

State policy gives a 10 percent price preference to recycled products, and an additional 5 percent price preference if the materials were recovered in Florida. Reusable materials and products should be used “where economically and technically feasible.” Each state agency is required to annually report its recycled product purchases and the percentage of the budget that recycled materials represents (3).

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## GEORGIA

**Grade:** D

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 95%

**Percent of post-consumer content required of copy paper** – 10 – 30%

**Other recycled paper products required** – Letterhead, envelopes

**Actual percent of recycled copy paper bought** – Information unavailable

Georgia's state policy (OCGA 50-5-60.2, available at [www.DOAS.state.ga.us](http://www.DOAS.state.ga.us)) states that 95 percent of dollars spent on printing and writing paper must go towards recycled content paper (1). The policy does allow for exceptions "only if the documented bid price of the recycled content paper is more than 8 percent higher than the documented bid price of virgin paper" or if the recycled paper does not meet quality standards (2). Recycled content should be 10-30 percent post-consumer content, and 10-50 percent total recycled content. Purchases are not tracked to ensure compliance with policies.

### *Green Building*

No policies or purchases regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

The state EPP website is available at: <http://www.DOAS.state.ga.us> and <http://www2.state.ga.us/Departments/doas/procure/environ/environment.html>

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## **HAWAII**

**Grade: B**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – 30%**

State policy states that agencies must use “only office paper and printed material with recycled content (1).” (The Statute can be viewed at [www.capitol.hawaii.gov/hrscurrent/vol02\\_ch046-115/hrs103d/hrs\\_103d-1005.htm](http://www.capitol.hawaii.gov/hrscurrent/vol02_ch046-115/hrs103d/hrs_103d-1005.htm)) The policy directs purchasing officials to follow federal guidelines set by Executive Order 12873; therefore, copy paper should contain 30 percent post-consumer content. In FY 2001, state agencies purchased 110,000 cases of recycled paper, worth \$3 million.

Each state agency is required to submit information to the Accounting Department for an annual report detailing the total amount of paper purchased and the amount of recycled paper purchased (2). (This report was not found online)

### *Green Building*

**Green Building Policy - Yes**

**Calls For – Energy efficiency**

**State Purchased – Information unavailable**

**Extra Initiatives – Information Unavailable**

Although the returned survey does not indicate a green building program, state policy mandates energy efficiency building standards for all building design and construction in the state (3). The initiatives that Hawaii is taking in the area of energy efficiency are extensive, including

publishing and distributing materials, providing guidelines to residential and corporate projects, and providing tax breaks to builders of energy-efficient buildings (Statute 235-12). For more information, go online to (<http://www.state.hi.us/dbedt/ert/pubs.html> for a list of relevant publications. The Office of Solid Waste Management published a guide to reducing construction and demolition waste (available at <http://www.state.hi.us/health/eh/shwb/sw/index.html>).

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

State policy states that preference should be given to recycled products (4). Preference should also be given to products that are recycled and designed for durability (5). State policy calls for an advisory committee to “assist in the formulations of recommendations concerning the development of markets for recycled materials (6).” Recycled products procured should be reported in an annual report (7). According to an official at the Office of Solid Waste Management, Hawaii has an EPA grant for EPP efforts (8).

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## **IDAHO**

**Grade: D**

#### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – Information unavailable**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought** – Information unavailable

Although no survey was returned from Idaho, conversations with state procurement officials and information on the website (<http://www.state.id.us/>) revealed that state policy indicates a 5 percent price preference for recycled paper products (1). According to a procurement official, paper purchases are not tracked, but some recycled paper is purchased by the state (2).

*Green Building*

No policies or purchases regarding green building or construction initiatives.

*Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies or purchases reported regarding packaging.

*Pallets*

No policies or purchases reported regarding pallets.

*General*

Not only does Idaho not have a wood reduction policy, but they have current legislation actually promoting the use of wood products. The policy says that wood products “shall receive a preference over other materials (3).”

Very little is being done at the state level in terms of EPP, but some individual state agencies, such as the Department of Water Resources and the Department of Environmental Quality, are involved in environmentally preferably purchasing (4).

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**ILLINOIS**

**Grade: D**

*Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 50%

**Percent of post-consumer content required of copy paper – 50%**

**Other recycled paper products required –** Newsprint, packaging, paperboard, tissues, toilet paper, printing and writing paper

**Actual percent of recycled copy paper bought –** Information unavailable

No survey was returned from Illinois. Independent research revealed that state policy requires 50 percent of the total dollar value of paper and paper products purchased by the state to be recycled, containing 50 percent post-consumer content (1). Recycled paper purchases are required to be reported annually. (To view a copy of the policy, go to <http://www.legis.state.il.us/ilcs/ch415/ch415act20.htm>) Since no survey was returned, it cannot be determined how much of the state's copy purchases are recycled.

#### *Green Building*

No policies or purchases regarding green building or construction initiatives.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

**Packaging Policy - Yes**

**Calls For –** Recycled, recyclable packaging materials

**Item Specific –** Information unavailable

**Request in Bids –** Information unavailable

State policy mandates that recycled unbleached paper packaging contain at least 55 percent post-consumer recycled content (2). Plastic packaging must be degradable or recyclable whenever feasible (3). The staff person assigned to contracts having to do with packaging, however, did not return the survey and had no previous knowledge of such a policy.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

State policy directs agencies to buy recycled products when possible (4).

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## INDIANA

**Grade:** *A*

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 100%

**Percent of post-consumer content required of copy paper** – 30%

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – 100%

Indiana’s “Greening the Government: A Plan to Implement Executive Order 99-07” mandates that all copy paper contain a minimum of 30 percent post-consumer content (1). All print jobs must also use at least 30 percent post-consumer content. In addition, all bids and proposals submitted must be printed double-sided on the same level of recycled content paper or tree-free paper, and when possible, use soy ink. State policy also calls for the purchase of totally chlorine free (TCF) or processed chlorine free (PCF) paper whenever feasible. Purchases are tracked in an annual report.

In addition to policy calling for the purchase of recycled content paper, Indiana state policy is working toward paper reduction goals. State policy calls for double-sided printing and copying. Materials distributed for posting in state agencies ask employees to use e-communication, reuse paper and use smaller documents.

### *Green Building*

**Green Building Policy** – Yes

**Calls For** – Resource conservation, materials efficiency, sustainable building products, minimize building size, environmentally preferable products, construction/demolition recycling.

**State Purchased** – Information unavailable

**Extra Initiatives** – Green building materials on website, training facilities managers

The state’s “Designer Manual” and “Standards for Design and Construction” (available at <http://www.in.us/idoa/pwd>) outline detailed criteria for green building practices. The guidelines require the use of materials with high recycled content and low-embodied energy, site material and construction waste reduction, resource reduction strategies, construction and demolition recycling, salvaging and reuse (2). Buildings should also be designed for flexibility of use and adaptability for reuse with consideration for life cycle costs and energy efficiency (3). Designers

are directed to websites for sustainable design and recycled materials (4). Due to fire code considerations, wood framing may only be used if authorized; otherwise steel (or masonry) framing should be used (5).

#### *Furniture*

Furniture Policy – Yes

Calls For – Remanufactured furniture

State Purchased – Information unavailable (6)

#### *Packaging*

No policies or purchases regarding packaging.

#### *Pallets*

**Pallets Purchased** - No

**Pallet Policy** – No, informal understanding

**Calls For** – Pallet reuse

**Return, Reuse, Repair System** – Yes

Although no formal policy on pallet purchasing was reported, the state does receive goods in pallets and agencies reuse them in order to reduce the need for new purchases. There is a “return, repair and reuse” system through the state’s surplus operations (7).

#### *General*

State policy directs officials to “purchase products made with recycled material whenever available and practicable (8).” A price preference should be given to recycled products of no less than 10 percent and no more than 15 percent (9). The environmentally preferable purchasing website is available online at: <http://www.IN.gov/greening>

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**IOWA**

**Grade: B**

#### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 90%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – Information unavailable**

Iowa did not return a survey. The Iowa code, 2001 Supplement contains a policy regarding the purchase of recycled paper. Recycled products, in general, are preferred by the state. Section 18.18 states that all recycled paper purchased by the state of Iowa must contain 30 percent post-consumer content. Additionally, there is a 5 percent price preference for the purchase of paper “which has been recycled through the use of a nonchlorinated process (1).”

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives. Although there is no hard data available on the existence of a Green Building program in Iowa, the Department of Natural Resources does run a program called the Solid Waste Alternatives Program (SWAP). SWAP gives financial assistance to businesses, individuals, organizations, etc. to help divert waste from landfills. SWAP has done a great deal of work with construction/demolition recycling projects as well as wood re-use projects (2).

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

The Iowa Code, 2001 Supplement, Section 18.18 mandates that whenever technically feasible, the Department of General Services will purchase and use degradable loose foam packing material manufactured from grain starches or other renewable resources unless the cost of the packing material is 10 percent greater than other non-renewable packing materials (3).

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

The State of Iowa did not return a survey, nor was information regarding environmentally preferable purchasing policies and wood reduction easily available; therefore, this profile may be incomplete.

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## KANSAS

**Grade:** D

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 25%

**Percent of post-consumer content required of copy paper** – No requirement (50% total recycled content)

**Other recycled paper products required** – Newsprint, printing and writing paper

**Actual percent of recycled copy paper bought** – Information unavailable

No survey was returned by Kansas. Independent research reveals that at least 25 percent of the dollar amount spent on newsprint and high-grade printing and writing paper must be recycled, containing at least 50 percent total recycled content (1).

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding furniture.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

State policy directs the Department of Administration to eliminate any discrimination against the purchase of recycled products (2).

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## **KENTUCKY**

**Grade:** C

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 100%

**Percent of post-consumer content required of copy paper** – 100%

**Other recycled paper products required** – Printing and writing paper, computer paper, calendars, file pockets and folders, notebooks, mailing tubes, memo books, writing pads, toilet tissue, paper towels, napkins, etc.

**Actual percent of recycled copy paper bought** – Information unavailable

Paper purchases are not tracked. Although it was not indicated on Kentucky's returned survey, the Division of Waste Management website reports that the state is undertaking new waste reduction strategies, including using electronic mail more effectively, drafting memos and letters on computers, reducing unnecessary reports and information requests, making double-sided copies, encouraging the use of reusable supplies (such as mechanical pencils) and educating state employees on purchasing products with minimum packaging. The state website does confirm that recycled paper is being purchased, although information on the actual percent of recycled copy paper bought was not available. The Kentucky Pollution Prevention Center reports that the state has formed a Buy Recycled Alliance to encourage public and private entities to voluntarily purchase recycled products.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

Kentucky's Division of Waste Management website reports purchasing remanufactured and refurbished office furniture (see <http://www.nr.state.ky.us/nrepc/dep/waste/programs/p2/pprecycl.htm>)

### *Packaging*

No policies or purchases reported regarding packaging. The state website, however, lists reduced packaging efforts as a new initiative.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

State policy directs state agencies to require recycled content products, unless a recycled product is not available or does not meet specifications (1). The policy also calls for the elimination of policies and practices that discriminate against state procurement of recycled goods (2).

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## **LOUISIANA**

**Grade: C**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – No requirement**

**Percent of post-consumer content required of copy paper – 20%** (actual purchases exceed minimum)

**Other recycled paper products required – Information unavailable**

**Actual percent of recycled copy paper bought – 9%**

State policy recommends that copy paper procured contain 20 percent post-consumer content and 50 percent total recycled content, but there are no mandatory purchasing requirements (LA Revised Statute 30:2411-2423 can be viewed online at <http://www.legis.state.la.us/>). Out of a total of 81,835 cases and \$1,729,471 worth of copy paper purchased in FY 2001, 6,835 cases and \$1154,471 worth was 30 percent post-consumer recycled content copy paper, accounting for 9 percent of copy paper purchases.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

Louisiana Revised Code 30:2415 directs the divisions of administration to adopt rules promoting the purchase of recycled products, including a price preference of up to five percent. There is no state website dedicated to EPP, but the State Purchasing website (<http://www.state.la.us/osp/osp.htm>) highlights state contracts containing recycled products.

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## **MAINE**

**Grade: B**

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – No requirement

**Percent of post-consumer content required of copy paper** – 30%

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – 75%

State policy specifies that copy paper purchased should contain recycled content if it is comparable to virgin in availability, performance, and cost. A price preference of 10 percent should be given to recycled content paper, and should contain 30 percent post-consumer content. In FY 2002, \$486,700 worth and 25,236 cases of recycled copy paper was purchased out of \$651,500 worth and 39,426 cases of all copy paper purchased. (The 75 percent figure above indicates the percentage of dollars spent on recycled copy paper.) Since paper purchases are only loosely tracked, these figures are estimates.

### *Green Building*

**Building Policy** – Yes

**Calls For** – Materials efficiency, sustainable building projects

**State Purchased** – Information unavailable

**Extra Initiatives** – Hosting training seminars, workshops, included green materials on website, publishing and distribution materials

Maine’s “Clean Government Initiative” is a state statute revised in 2001 (available online at <http://janus.state.me.us/legis/statutes/38/title39sec343-H.html>) which aims to ensure that “environmentally sustainable practices are incorporated into state government planning, operations and regulatory function (1).” The statute does not directly address wood consumption but promotes the “procurement of environmentally friendly commodities (2).” The statute also calls for pollution prevention and energy efficiency in government projects. Beginning in 2003, state agencies will begin reporting success with implementation of the policy.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

State policy on recycled products mostly focuses on recycled paper, calling for 10 percent price preference for these products.

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## **MARYLAND**

**Grade: A**

#### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 40%

**Percent of post-consumer content required of copy paper** – 30%

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – 95%

State Finance and Procurement Article, Title 13-205, Annotated Code of Maryland and the Code of Maryland Regulations (COMAR) 21.11.07.05 mandate the product specifications for the products on the Acceptable Recycled Products List in Maryland. This Acceptable Products List is published bi-annually and is distributed to all state agencies to encourage the maximum purchase of (approved) commodities (1). Recycled copy paper is one of the items on this list. State Finance and Procurement Article 13-205 and COMAR mandate that at least 40 percent of the total volume of paper purchased must be recycled. The paper must contain a minimum of 30 percent post-consumer recycled material. When this is not available, the Department of General Services may seek out the next highest post-consumer content paper, or purchase paper that conforms to federal standards. The State Finance and Procurement Article 14-405 also mandates a price preference of 5 percent to be used towards the purchase or recycled products. Purchases of recycled products are tracked and are reported each year to the Department of the Environment. According to the returned survey in FY 2002, the state spent \$6,813,434 on recycled copy paper out of a total of \$7,189,159 spent on copy paper overall.

### *Green Building*

**Building Policy** – Yes

**Calls For** – Smart Growth, construction/demolition recycling, LEED standards, resource conservation, materials efficiency, certified wood, environmentally preferable products

**State Purchased** – Sustainable building projects, environmentally preferable building products, FSC certified woods, bio-based interiors

**Extra Initiatives** – Plastic lumber pilot project, prohibit the use of tropical hardwoods, hosting training seminars/workshops, green home initiative, providing green building information on state website, providing tax breaks for developers constructing green buildings, publishing and distributing green building materials

Maryland's Green Building Program is supported by a 1998 Executive Order (2) that encourages government agencies to give priority to building in central business districts, downtown cores, and revitalization areas when locating new facilities. Maryland also gives construction/demolition recycling, increasing energy efficiency and environmentally preferable products high priorities. The state has implemented building reuse. Additionally, all new construction projects must meet LEED Silver Standards.

### *Furniture*

No policies or purchases reported regarding furniture. The state reports, however, that it is working with state preferred vendors to provide alternatives in furniture procurement.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

Maryland has no wood reduction policy on record.

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## **MASSACHUSETTS**

**Grade: A**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – 100%**

Massachusetts mandates that all copy paper procured contain a minimum of 30 percent post-consumer recycled content. State policy also calls for the procurement of recycled printed documents, letterhead, envelopes, notebooks, toilet paper, tissues, paper towels, and computer forms. (To view EPP policies online, go to <http://www.state.ma.us/osd/phand/index.htm>) Paper purchases are tracked through the state accounting system and vendor reports. In FY 2001 over \$4,700,000 was spent by state agencies on 30 percent post-consumer copy paper. Compliance with the policy is nearly 100 percent; virgin paper is not even available on state contracts. An additional \$12,083,713 was spent on lottery tickets with a minimum of 10 percent post-consumer content and \$51,958 was spent on corrugated boxes with a minimum of 35 percent post-consumer content (1).

Massachusetts also promotes paper reduction strategies, such as double-sided copying, increased use of e-mail, and “other source reduction steps in education and outreach efforts (2).”

### *Green Building*

**Building Policy – Yes**

**Calls For** – Environmentally preferable products, construction/demolition recycling, energy efficiency

**State Purchased** – Sustainable building projects, environmentally preferable building products, FSC certified woods, bio-based interiors

**Extra Initiatives** – Plastic lumber pilot project, deciding between FSC and SFI certification lumber

The EPP team collaborates with the Massachusetts' Division of Capitol Asset Management (DCAM) on choosing environmentally preferable products for its construction projects. Four of DCAM's sustainability policies affect wood consumption – 1) minimizing life cycle costs encourages designers to use products that last for a long time, resulting in the substitution of steel for wood framing; 2) using environmentally preferable products that contain recycled content, 3) minimizing adverse impacts of site development has reduced the amount of land cleared, creating smaller buildings, 4) making the building adaptable to many functions also reduces the amount of wood used as buildings are built more "generically."

#### *Furniture*

**Furniture Policy** – Yes

**Calls For** – Remanufactured furniture

**State Purchased** – Remanufactured furniture

State EPP policy promotes the purchase of remanufactured furniture. In FY 2001, \$336,638 was spent on remanufactured office panels.

#### *Packaging*

**Packaging Policy** – Yes

**Calls For** – Reduce, returnable, recycled packaging; buy in bulk quantities

**Item specific** – Yes

**Request in Bids** - Yes

State policy directs procurement officials to indicate a preference for reduced, returnable, and recycled packaging and to buy in bulk. There are packaging policies that are applicable only to specific items – they are done on a contract by contract basis. There is no system for tracking and enforcing packaging policies.

#### *Pallets*

Although there is no formal policy regarding the procurement of pallets, the state is beginning to write into many contracts for wood pallets that the contractor must agree to work with the Operational Services Division and the Procurement officials to implement a program of recycling for pallets.

### *General*

There is a state program to promote the purchase of recycled products and other environmentally preferable products. Minimum recycled content for a variety of products are specified in state policies. These policies are available on the state website.

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## **MICHIGAN**

**Grade: D**

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 50%

**Percent of post-consumer content required of copy paper** – No requirement (50% total recycled content)

**Other recycled paper products required** – Information unavailable

**Actual percent of recycled copy paper bought** – Information unavailable

No survey was returned from Michigan. State statute mandates that paper products purchased by the state must contain recycled fiber if they are available and if they do not exceed the price of virgin paper products by more than 10 percent. The statutory goals require that 50 percent of the paper purchased must contain 50 percent recycled fibers (1).

### *Green Building*

**Building Policy** – Yes

**Calls For** – Energy efficiency, construction/demolition recycling

**State Purchased** – Sustainable building projects, environmentally preferable building products

**Extra Initiatives** – Information unavailable

Michigan's Green Building program is mostly instrumental at obtaining energy efficiency in government agencies and offices. The state also supports construction and demolition of recycling.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

Although Michigan has no wood reduction in the state government's environmentally preferable purchasing policies, the state does supply information and links to businesses that sell recycled packaging, pallets, paper and other productions. (The state does not, however, necessarily endorse the purchase of these products.) Michigan's Department of Management and Budget (DMB) and Department of Environmental Quality (MDEQ) have also created a statewide purchasing partnership to increase EPP in state government. The state has apparently formed an EPP workgroup to provide guidance.

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## MINNESOTA

**Grade: A**

#### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 10% (actual purchases exceed minimum)**

**Other recycled paper products required – Yes**

**Actual percent of recycled copy paper bought** – Information unavailable

All copy paper must contain at least 10 percent post-consumer recycled content. Other paper products, however, should contain at least 10 percent post-consumer recycled content when “practicable,” meaning when readily available and meets performance standards (1). Recycled products, including paper products, should be given a 10 percent price preference over virgin products (2). When “practicable,” paper should also be chlorine-free. State statute also directs printed documents to be double-sided when possible.

The Department of Administration’s “State Resource Recovery Program” report for FY 1999-2000 reveals that state agencies exceeded what is required by state statute by purchasing copy paper with post-consumer content from 30 to 100 percent. In FY 1999-2000, \$1,169,469 was spent on recycled paper (3) and in FY 2001 \$1,710,971 was spent on recycled content copy paper (4). Some of the copy paper was processed chlorine free. Other paper products, including printing paper, bond paper, notebooks, envelopes, pads, letterhead, paper towels, tissues, and napkins all were purchased containing 10 –100 percent post-consumer recycled content (5).

In 2000, the State established the Environmentally Responsible Products Work group that launched a recycled copy paper campaign and succeeded in increasing the number of customers purchasing recycled copy paper by 35 percent (6). That same year, state agencies tested 100 percent post-consumer copy paper that is processed chlorine free. When the paper received positive comments from the agencies, it was made available to all state agencies by Central Stores.

*Green Building*

**Building Policy** – Yes

**Calls For** – Resource conservation, materials efficiency, environmentally preferable products, energy efficiency, construction/demolition recycling, certified wood

**State Purchased** – Information unavailable

**Extra Initiatives** – Green materials on website

The Division of State Building Construction’s “Sustainability Guidelines for Consultants” (available online at <http://www.dsb.admin.state.mn.us/dpm-top/prcmnlx.asp>) directs designers to consider the environmental impacts of construction projects when choosing the site, design, materials, and construction/demolition practices (7). State guidelines call for resource conservation, energy efficiency, and the use of environmentally preferable products, such as recycled or salvaged materials whenever possible (8). Construction/demolition recycling should be incorporated into every project. It is recommended that wood products purchased should be certified as coming from a sustainable forest (9).

*Furniture*

**Furniture Policy** – No

**Calls For** – N/A

**State Purchased** – Remanufactured furniture, post-consumer content recycled furniture

There is no formal state policy for environmentally preferable purchasing of furniture, besides the general guidelines for recycled materials (see “general” section). However, in FY 2001, \$1,053,500 was spent on recycled content or refurbished furniture, not including an additional \$1,000,000 spent on recycled steel furniture (10).

*Packaging*

**Packaging Policy** – Yes

**Calls For** – Reduce, reuse, recycled, recyclable, buy in bulk

**Item Specific** – No

**Request in Bids** - Yes

A 1992 Minnesota statute declared a goal to reduce packaging in the waste stream by at least 25 percent per capita by 1995 (11). To achieve this goal, items purchased or distributed in the state should have minimal, if any, packaging. Packaging should be designed so that it can be reused at least five times, contain a significant percentage of post-consumer material, and be easily recycled (12). (The statutes are available on-line at <http://www.revisor.leg.state.mn.us/stats/115A>) The state also recommends purchasing in bulk to reduce packaging (13).

*Pallets*

No policy reported no purchases tracked. The Minnesota Office of Environmental Assistance website, however, has information on where to purchase used pallets.

*General*

State policy calls on purchasers to “buy recycled products.” Procurement specialists are also encouraged to consider products that are durable, reusable, or recyclable (14). The state has a staff person in charge of EPP and EPP purchases are tracked. The state is forming EPP work groups and is working toward increasing its post-consumer content requirement for paper to 30 percent. State policy gives a 10 percent price preference for recycled products (15). The state is working to expand its green building initiatives.

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## MISSISSIPPI

Grade: **D-**

### *Paper*

There is no specific state policy regarding copy paper or other paper products. Mississippi code (31-7-15), does however, specify that state agencies should purchase recycled products (in general) when comparable to virgin in price, availability, and quality. The statute authorizes a price preference of up to 10 percent for recycled products. Paper purchases are not tracked and the state does not have information on how much recycled paper is procured.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

Although a state statute recommends buying recycled products when comparable in price, performance and availability, no minimum requirements are mandated.

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## MISSOURI

Grade: **B**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 60%**

**Percent of post-consumer content required of copy paper – 50%** (actual purchases are 30% post-consumer content)

**Other recycled paper products required – Yes**

**Actual percent of recycled copy paper bought – 60%**

Missouri state statute identifies the percentage of paper products to be purchased that contain post-consumer content as follows: 10 percent in 1991 and 1992; 25 percent in 1993 and 1994; 40 percent in 1995; and 60 percent by 2000 (1). A price preference of ten percent should be given to recycled paper (2). According to the Missouri “Recycling and Waste Reduction Report,” 60 percent of all fine paper products (office, copy, and fax paper) purchased in FY 2001 contained recycled content (3). Specifically, \$2,264,971 of \$3,782,033 spent on fine paper products went toward recycled content paper (4). (The report can be viewed online at <http://www.oa.state.mo.us/purch/recypro.html>) State statute calls for contract specifications for printing and writing paper with a minimum of 50 percent post-consumer content (5). However, according to a conversation with a state procurement official, Missouri is buying copy paper in accordance with EPA’s guidelines of 30 percent post-consumer content (6). The “EPP State Contract List” is available online at (<http://www.oa.state.mo.us/purch/recypro.html>). Purchases are tracked both manually and by a new statewide electronic system (7). Paper reduction strategies such as double-sided copying and increased use of e-mail are not mandated, but are a state “unwritten policy (8).”

### *Green Building*

**Building Policy – Yes**

**Calls For – Environmentally preferable products**

**State Purchased – Plastic lumber, recycled products**

**Extra Initiatives – Information unavailable**

The returned survey indicated that there are no state policies regarding green building initiatives in Missouri. Independent research showed that a state statute instructs the commissioner of administration to “direct the division of design and construction to give full consideration to alternatives that use solid waste.... Or use products composed of materials recovered from solid waste (9).” The Missouri “Recycling and Waste Reduction Report” states that in FY 2001, \$12,809 was spent on recycled plastic lumber. Spending on recycled building and construction products was only \$17 in FY 2000, and \$0 in FY 2001 (10).

### *Furniture*

**Furniture Policy – No**

**Calls For** – N/A

**State Purchased** – Recycled content furniture

Although no state policy was found regarding environmentally preferable purchasing of furniture, the “Recycling and Waste Reduction Report” indicates that in FY 2000 \$5,646 and in FY 2001 \$305 was spent on recycled office furniture (11).

*Packaging*

The returned survey indicated that some contracts call for reduced packaging, but did not provide information about what products were included in the contracts.

*Pallets*

**Pallets Purchased** – Yes

**Pallet Policy** – No

**Calls For** – N/A

**Return, Reuse, Repair System** – Some agencies

In FY 2000, \$18,766 was spent on recycled pallets and skids, according to the “Recycling and Waste Reduction Report (12).” It does not indicate, however, what recycled material was used for the pallets. No recycled pallets were purchased in FY 2001 (13). Some agencies use a “return, repair and reuse” system.

*General*

According to state statute, recycled products should be purchased when comparable in price and quality to virgin products (14). Missouri is involved in a number of environmentally preferable purchasing initiatives, including attending EPP conferences, publishing and distributing materials and factsheets on EPP, operating a buying cooperative for EPP, implementing EPP education efforts, and connecting EPP vendors with government agencies (15). For more information on Missouri’s initiative’s, go online to (<http://www.oa.state.mo.us/purch/recypro.html>) and (<http://www.oa.state.mo.us/purch/purch/htm>).

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**MONTANA**

**Grade: D**

## *Paper*

### **Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 95% recommended**

**Percent of post-consumer content required of copy paper – No requirement (federal standard of 30% recommended)**

**Other recycled paper products required – Tissue, printing and writing paper**

**Actual percent of recycled copy paper bought – Information unavailable**

State policy recommends that 95 percent of all paper purchased should contain the maximum amount of recycled content technologically feasible and reasonably priced. The policy also says that in order to determine the recycled content, federal standards of 30 percent can be used. There are no mandatory purchasing requirements.

No data was given for how much recycled paper the state is actually buying. In fact, procurement officials had conflicting reports of state policy for recycled paper.

## *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

## *Furniture*

No policies or purchases reported regarding furniture.

## *Packaging*

No policies reported regarding packaging.

## *Pallets*

No policies or purchases regarding pallets.

## *General*

No specific policies or purchases reported regarding wood reduction.

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## NEBRASKA

**Grade:** C

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – No requirement

**Percent of post-consumer content required of copy paper** – 30% recommended

**Other recycled paper products required** – Stationary, publications, other

**Actual percent of recycled copy paper bought** – Information unavailable

Executive Order 89-2 directs state agencies to buy recycled paper, but does not specify a minimum required percentage for recycled content or a price preference for recycled paper (1). State policy allows for exceptions for price, availability and quality. Paper purchases are not tracked, but a follow-up Executive Order states “the State of Nebraska is now purchasing recycled paper as a first choice whenever supplies are available (2).” The Order also calls for paper conservation, cooperative purchasing of recycled products with local governments and other political subdivisions and education for the private sector on recycling and recycled product purchasing (3).

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

**Furniture Policy** – No

**Calls For** – N/A

**State Purchased** – Recycled plastic picnic tables

There is no policy directing procurement of furniture (besides the general buy-recycled policy). However, the Department of Administrative Services recently received a grant to purchase 100 recycled plastic picnic tables. If the initial trial goes well, it is likely that additional grants will be approved for more tables (4).

### *Packaging*

No policies reported regarding packaging.

### *Pallets*

**Pallets Purchased** – No

**Pallet Policy** – No

**Calls For** – N/A

**Return, Reuse, Repair System** – Yes

No state policy exists for pallet procurement, and state pallet purchasing is limited, if any purchasing occurs at all. However, the Department of Administrative Services recycles pallets that carry delivered goods. They are given to a vendor who either makes more pallets out of them, or turns them into wood chips to be used as animal bedding (5).

### *General*

A state statute directs agencies to give preference to recycled products. No price preference is given. Recycled products do not need to be purchased if they are “of inadequate quality or substantially higher cost (6).” There is no website dedicated to EPP, but the purchasing website is (<http://www.das.state.ne.us/material/>).

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## **NEVADA**

**Grade:** D

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – No requirement

**Percent of post-consumer content required of copy paper** – No requirement

**Other recycled paper products required** – Yes

**Actual percent of recycled copy paper bought** – Information unavailable

State policy says that preference should be given to recycled paper with the highest percentage of recycled content (available online at <http://leg.state.nv.us/nrs/NRS-333.html#NRS333sec4603>) (1). Recycled paper does not have to be purchased unless it is the same price, quality, and reasonably

available. A price preference of 10 percent *may* be given for recycled material if the quality and availability is adequate (2). Recycled paper purchases are not tracked.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

State policy directs procurement officials to give preference to recycled products if they are the same price and can be substituted for a non-recycled product (3). The policy states that the Chief of the Purchasing Division *may* give a 5 percent price preference for a recycled product if it can be substituted for a non-recycled product. Finally, the policy says that a product can be given a 10 percent price preference if it contains at least 50 percent post-consumer content and meets performance standards (4).

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## **NEW HAMPSHIRE**

**Grade: D**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – Yes, paper towels, letterhead, envelopes, tissues, toilet paper**

**Actual percent of recycled copy paper bought** – Information unavailable

State statute RSA 21-I:14-a addresses “recycled materials” used by the government. This piece of legislation mandates that as of December 31, 1998; all printing and writing paper purchased by or for state agencies must contain at least 30 percent post-consumer recycled material.

*Green Building*

No policies or purchases reported regarding green building or construction initiatives.

*Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies reported regarding packaging.

*Pallets*

No policies or purchases reported regarding pallets.

*General*

Under RSA 21-I:14-a, each state agency must develop a recycling program for “post-consumer recycled waste materials for which markets have been identified (1).”

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**NEW JERSEY**

**Grade: A**

*Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 100%

**Percent of post-consumer content required of copy paper** – 30%

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought – 100%**

In 1993, New Jersey Governor James Florio issued Executive Order 91, instituting a plan for purchasing environmentally preferable products. E.O. 91 mandates 30 percent post-consumer recycled content in all copy paper purchased for and by the state, as well as requires double-sided copying and print jobs. All copiers and printers purchased must be able to use recycled paper and handle duplex printing and copying. In FY 2001, New Jersey purchased 173,019 cases of recycled copy paper, worth \$3.8 million. These purchases, as well as those of all other recycled paper products (i.e. letterhead, toilet paper, notebooks, tissue, envelopes, etc.), are tracked by the MCS-E system that tracks total government purchases. The system makes special notification of recycled product purchases for annual report (1).

*Green Building*

**Building Policy** – Yes, only for public schools

**Calls For** – LEED standards, Optimum Value Engineering (OVE), construction/demolition recycling, building reuse or minimization of building footprint

**State Purchased** – Whole building systems (pilot program), bio-based interior finishes, OVE framing, Forest Stewardship Council (FSC) certified wood

**Extra Initiatives** – Host training seminars/workshops, publish and distribute green building materials, website, pilot project and program for affordable housing

New Jersey's Green Building Program is fairly intensive; however, it primarily targets public schools. The Green Schools Council is made up of members from various state departments and makes decisions on how schools are renovated, remodeled and built. Although there is no explicit wood reduction policy, the green building program has purchased FSC certified woods, OVE framing, and bio-based interior finishes. Additionally, the program is working on a pilot project that considers using "whole building systems" (i.e., adobe, straw bale, rammed earth, etc.) for affordable housing. For more information on this Green Homes Initiative, visit (<http://www.state.nj.us/dca/dhcr/njgreenhomes.htm>). All of the green building purchases are tracked to ensure compliance through a "tracking matrix submitted by project architects twice monthly plus on site inspections (2)."

*Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies reported regarding packaging. The state relies on industry reductions in packaging.

*Pallets*

Although there is no pallet policy since the state of New Jersey does not and has not purchased a shipping pallet since 1996, the state does rely on a repair and reuse system that refurbishes pallets sent to the state for reuse when necessary (3).

#### *General*

E.O. 91 does not have a wood reduction policy, but it mandates that the state buy recycled and environmentally preferable products when possible. All purchases are tracked through the MCS-E system. Information on New Jersey's EPP policies is available at (<http://www.state.nj.us/treasury/purchase/recycle/htm>) (4).

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## **NEW MEXICO**

**Grade: D-**

#### *Paper*

No survey was returned from New Mexico. Independent research uncovered that no policy directs state purchasing of copy paper or other paper products. There is, however, a general buy-recycled policy under which paper should fall. Recycled paper is available on state contracts.

#### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

State policy mandates a 5 percent price preference for recycled products.

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## NEW YORK

**Grade:** *A*

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – No requirement

**Percent of post-consumer content required of copy paper** – 30%

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – 93%

The New York state Finance Laws (1) outline the requirements for purchasing environmentally preferable goods. Among the mandated items is a price preference of ten percent for products that are environmentally preferable and manufactured outside the state of New York and a 15 percent price preference for those environmentally friendly goods produced within the state of New York. The Finance Laws also require all copy paper to contain recycled content if it is comparable to virgin in availability, performance and cost or other criteria. All paper products, including paper towels, letterhead, toilet paper, tissues and notebooks must have recycled content when feasible, as well. An important issue in the state of New York is that no paper contain fiber from tropical hardwoods. The Finance Laws outline an extensive list of tropical hardwood species that must be excluded from all purchases by the state. In FY 2001, the state of New York purchased \$21.2 million worth of copy paper (2), \$19.7 of that went towards the purchase of recycled content paper.

### *Green Building*

**Building Policy** – Yes

**Calls For** – Energy efficiency

**State Purchased** – Sustainable building products

**Extra Initiatives** – Plastic lumber pilot project, building reuse, prohibit the use of tropical hardwoods

Construction work for the state of New York is generally contracted out to private design firms, so building material choice is often left up to them. Executive Order 111 does, however, mandate sustainable materials and energy efficiency. The New York state building program is currently

working towards LEED certifications, but so far, has no wood reduction policy aside from the ban on the use of tropical hardwoods, as described in the Finance Laws.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

Packaging policy mandates that the state of New York buy in bulk. There is language in bids requesting reduced packaging and is item specific (i.e. computers).

### *Pallets*

Although there is no pallet policy per se, the state of New York request in bids that all items shipped on pallets must be shipped on pallets that are reusable.

### *General*

The state of New York operates under a centralized purchasing system with all purchases being reported to a central tracking program. Each individual agency is, however, allowed to spend \$15,000 on its own. This allows for purchases of virgin paper products and other non-forest friendly products to occasionally slip through the cracks. The ban on the purchase of tropical hardwoods is a positive step in the right direction.

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## **NORTH CAROLINA**

**Grade: A**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – 86%**

Governor Hunt's Executive Order 156 (available online at <http://www.p2pays.org/ref/03/02221.pdf>) calls for 100 percent of paper procured by the state to contain 30 percent post-consumer content

by 2001. The policy includes not only copy paper, but also notebooks, paper towels, printed documents, letterhead, envelopes, tissues, toilet paper and business cards.

In order to ensure compliance with state procurement policies, recycled paper purchases are tracked in an annual report (available online at <http://www.p2pays.org/buyrecycled/>). In FY 2001, 86 percent of money spent on office paper contained recycled content, short of the state's goal of 100 percent (1). \$20,575,566 was spent on office paper, out of \$36,954,301 spent on all paper products. \$29,566,015 was spent on recycled paper products, accounting for 80 percent of all paper products purchased. This too fails to meet the goal set forth by E.O. 156 of 100 percent recycled paper products (2). However, 28 agencies did succeed in meeting the 100 percent recycled paper goal (3).

The Executive Order also calls for paper reduction strategies, such as avoiding "unnecessary printing or photocopying of printed materials," and requiring "two-sided copying on all documents when feasible and practicable (4)." State agencies should also use electronic communication (e-mail, voice mail, Internet) to circulate announcements, documents, and other materials (5). In FY 2001, the amount of paper products purchased by the state decreased 30 percent from the previous year (6).

### *Green Building*

#### **Building Policy** – Yes

**Calls For** – Resource conservation, materials efficiency, environmentally preferable products, construction/demolition recycling

**State Purchased** – Bio-based interior finishes, recycled building materials

**Extra Initiatives** – Hosting training seminars/workshops, green building materials on website, publishing materials

E.O. 156 calls for "energy efficiency, water conservation, pollution prevention, solid waste reduction, and land preservation (7)" in its construction practices. The Order does not, however, specifically address wood reduction in construction and building maintenance. In FY 2001, North Carolina purchased bio-based interior finishes (such as bamboo, cork, or soybeans). The annual report on state procurement of recycled products claims that \$5,000,000 was spent on recycled building materials in FY 2001, but it does not indicate how much, if any, of these materials were wood (8). In addition, the state hosts training sessions and publishes materials on green building, as well as including green building education materials on the state website. According to an official in the state construction office, green building projects for state buildings are largely designed by private firms, not by government agencies (9).

### *Furniture*

#### **Furniture Policy** – Yes

**Calls For** – Remanufactured furniture

**State Purchased** – Remanufactured furniture

*Packaging*

**Packaging policy** – Yes

**Calls For** – Reduce, reuse, recycled, recyclable, buy in bulk

**Item Specific** – Information unavailable

**Request in Bids** – Yes

*Pallets*

**Pallets Purchased** – Yes

**Pallet Policy** – No

**Calls For** – N/A

**Return, Reuse, Repair System** – Information unavailable

*General*

State policy directs agencies to buy recycled and other environmentally preferable products when they are “comparable in quality, availability, and price” to other products (10). Over the past several years, North Carolina has initiated programs to research available recycled products, provided grants to agencies that implement a buy recycled policy, and expanded the recycled products available on their website (11). The state has a staff position in charge of EPP and tracks its EPP. It reports undertaking educational efforts aimed at informing purchasers about recycled paper and plastic lumber. The state is currently planning a recycled content product fair for vendors (12).

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## **NORTH DAKOTA**

**Grade:** D

*Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 60%

**Percent of post-consumer content required of copy paper** – No requirement (25% total recycled content)

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – Information unavailable

State policy states that by the year 1998 at least 60 percent of all paper products procured should contain 25 percent recycled content (not necessarily post-consumer) (1). The state does not yet have a tracking system in place to ensure that the goal is being met, but they are currently setting up an electronic purchase order system. In addition, all state contracts for all paper products are written to comply with that policy.

#### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packages.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

No specific policies or purchase reported regarding wood reduction.

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## **OHIO**

**Grade: D**

#### *Paper*

Although there is a general state code calling for the procurement of recycled products, there is no state policy addressing the procurement of recycled paper products (1). One returned survey

indicated that it is recommended through an informal goal-oriented initiative that copy paper contain recycled content. Another procurement official in the state indicated that an administrative order stated that recycled paper should be bought, with exceptions allowed for availability, cost and functionality (2). Both virgin and recycled copy paper are on state contracts (<http://www.gsd.das.state.oh.us/purch/pdfs/gdc80.PDF>). Ohio state printing used to have contracts for tree-free papers, including paper made from seaweed, old U.S. currency, denim, banana skins, tobacco leaves and coffee bean shells, but took it off contract for pricing and non-use reasons (3). A project in 2000-2001 to evaluate Ohio's EPP status noted that "recycled paper is apparently fairly widespread in state agencies (4)." It also concluded that most procurement officials are not aware of EPP and purchase products "just because they've always been used."

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

One returned survey indicated that state procurers include language in bids requesting reduced packaging *on occasion*, but did not provide information about which products were included in the bids.

### *Pallets*

Pallets Purchased – Yes

Pallet Policy – Information unavailable

Calls For – Information unavailable

Return, Reuse, Repair System – Information unavailable

Although no policy was reported for the procurement of pallets, Ohio EPA's website provides a directory for pallet reusers and recyclers. (Available online at <http://www.epa.state.oh.us/opp/recyc/pallet1.html>)

### *General*

Ohio Revised Code 125.082 directs the director of administrative services to set guidelines that "so far as practicable and economically feasible, incorporate specifications for recycled content materials to promote the use and purchase of recycled products by state agencies (2)." (For online copies of state codes go to <http://onlinedocs.andersonpublishing.com/revisedcode/>) Although both returned surveys indicated that there is no state website dedicated to EPP, a general EPP website does exist at (<http://www.epa.state.oh.us/opp/eppmain.html>).

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## OKLAHOMA

Grade: **D**

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 40%

**Percent of post-consumer content required of copy paper** – 10%

**Other recycled paper products required** – Yes

**Actual percent of recycled copy paper bought** – Information unavailable

No survey was returned from Oklahoma. Independent research revealed that state policy mandates that 40 percent of all paper purchases contain recycled content (1). *Recycled Paper News* reports that in Oklahoma, recycled paper must contain at least 10% post-consumer content and a price preference of 5 percent should be given if EPA's guidelines for recycled content are met (2). Through a conversation with a procurement official in charge of state contracts for paper, it was discovered that paper purchases are not tracked, but that both recycled and virgin paper are available on state contracts (3). The staff was unaware of the state policy regarding buying recycled paper.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

State policy calls for the procurement of recycled products “whenever practical (4).” *Recycled Paper News* reports that a 5 percent price preference should be given to recycled products in Oklahoma (5).

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## **OREGON**

**Grade: B**

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 100%

**Percent of post-consumer content required of copy paper** – 10%

**Other recycled paper products required** – Yes, some

**Actual percent of recycled copy paper bought** – Information unavailable

All copy paper purchased by the state should be recycled. According to state statutes, “recycled” means “fifty percent of its fiber weight consisting of secondary waste materials” or “10 percent of its total weight consisting of post-consumer waste (1).” At a minimum, copy paper should contain 30 percent total recycled content and 10 percent post-consumer content (2). By 2004, copy paper procured should contain 50 percent recycled content (3). A price preference of 5 percent is given to recycled paper. Preference should also be given to the bidder whose paper contains the highest percentage of post-consumer content, given that quality and price are equal (4). State procurers are directed to reflect a preference for chlorine-free paper products (5).

State policies also instruct agencies to implement paper reduction strategies such as use of e-mail, paper reuse, double-sided copying, and electronic publishing (6). Although state policy requires paper purchases to be tracked and published in an annual report (7), no figures were given on the returned survey for paper purchases.

### *Green Building*

**Building Policy** – Yes

**Calls For** – Wood reduction, resource conservation, materials efficiency, LEED standard, sustainable building products, minimizing building size, environmentally preferable products, construction/demolition recycling

**State Purchased** – Bio-based interior finishes

**Extra Initiatives** – Optimum Value Engineering, hosting training seminars/workshops, green building materials information on state website

Oregon’s building policy manual includes mandatory resource conservation construction practices (8). The policy calls for the use of recycled content or reused products and certified wood products whenever possible. Building materials should be durable to offset the need to purchase new products. Buildings should be reused when possible to conserve resources and reduce waste. Efficient design should “reduce new materials needed.” Construction and demolition recycling is mandatory; excess materials should be reused, sold or recycled. The policy also mandates that purchasers buy in bulk to reduce packaging, and to request that vendors “take back shipping containers, pallets and other packaging materials (9).” Agencies are required to annually report efforts to comply with policy, including waste recycled, recycled materials used, and materials reused.

### *Furniture*

**Furniture Policy** – Yes

**Calls For** – Remanufactured furniture, reused furniture

**State Purchased** – Information unavailable

Although the returned surveys indicated that there is no state policy for furniture purchases, the policy manual, “Sustainable Facilities Standards and Guidelines” recommends that building managers “look into reworking current furniture systems instead of buying new” and “consider reworked furniture rather than new (10).”

### *Packaging*

**Packaging Policy** – Yes

**Calls For** – Reduce, returnable, recyclable, buy in bulk

**Item Specific** – Computers, building materials

**Request in Bids** – Yes

The returned survey indicated that for computer purchases, procurers are required to specify environmentally preferable packaging, but did not specify the details of the policy. Independent research uncovered that an Executive Order requires procurers to “reflect a preference for minimal packaging which can be returned to vendors or can be recycled... (11)” The state also has a policy requiring bulk purchasing for building materials (see the above “Green Building” section).

### *Pallets*

Returned survey indicated no state policies regarding pallets. However, the policy manual for facilities management says to request that vendors “take back shipping containers, pallets and other packaging materials (12).”

### *General*

State purchasing policies should “create and sustain markets for environmentally sound products through their promotion and utilization by state agencies.” They should promote the use of products with the highest amount of recycled content feasible. More information at (<http://www.oregonsolutions.net/govt/index.cfm>)

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## **PENNSYLVANIA**

**Grade: A**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of post-consumer content required of copy paper – 30%**

**Other recycled paper products required – All**

**Actual percent of recycled copy paper bought – 100%**

Pennsylvania follows EPS’s guidelines for all paper products, including the requirement that all copy paper contain 30 percent post-consumer content. The state tracks how much paper is bought through state contracts, and all state contracts for paper are for recycled content paper (with the minimum specifications recommended by the EPA). Approximately \$10 million is spent annually on recycled paper products, about one-third of which is copy paper. However, Pennsylvania’s system is imperfect; some paper may be bought by agencies without using a state contract. In this case, it cannot be determined that recycled paper is being purchased. A state procurement official also indicated that the state is buying less copy paper than in the past, largely due to a new computer system and an increased use of e-commerce (1).

### *Green Building*

**Building Policy – Yes**

**Calls For –** Resource conservation, materials efficiency, building reuse, flexible design, sustainable building and recycled building products, construction/demolition recycling, LEED standard

**State Purchased** – Engineered wood, wheat board, bio-based interior finishes, recycled wood, certified wood

**Extra Initiatives** – Hosting training seminars/workshops, publishing/distributing materials, green-building materials on website, certified wood initiative, greening corporate buildings initiative

Pennsylvania’s Department for Environmental Protection extensively outlines its vision for green building in “Guidelines for Creating High-Performance Green Buildings” (available online at <http://www.gggc.state.pa.us/building/newbldg.htm>). The document also gives recommendations to decision-makers and designers on how to incorporate environmental and health considerations into design and building practices. It calls for resource conservation, the use of recycled, salvaged and other sustainable products, materials efficiency, and construction/demolition recycling. The guidelines also call for flexible building design (for easy reuse) and to use “existing site amenities and buildings... whenever possible to reduce the need for completely new construction or land consumption (2).” It is also recommended that materials be purchased in bulk with minimal, recycled or biodegradable, and/or returnable packaging to reduce packaging waste. Although the guidelines do not address wood use or wood consumption directly, these initiatives can apply to wood products and wood reduction.

The guidelines also address other areas of green building such as biodiversity preservation, air quality and energy-efficiency. It is recommended that buildings be designed in ways to take advantage of natural light and wind. Low-toxic and low-embodied energy products should be given preference. Generally, the guidelines ask designers and constructors to consider the impacts of their projects on the site and the natural environment surrounding the project. Some state building projects have achieved U.S. Green Building Council’s LEED certification. In addition, a state Executive Order outlines a goal of “zero emissions achieved through pollution prevention and energy efficiency,” including in building design and construction (3).

Pennsylvania has incorporated many of these green-building practices in several pilot projects. The Department of Environmental Protection (Cambria office) used many forest-friendly products in its construction, including high density fiberboard made from 100 percent post-consumer waste paper, fiberboard made from agricultural waste, interior finishes made from waste sunflower seed shells, remanufactured furniture, sustainably harvested wood, recycled rubber flooring, engineered wood, and cellulose fiber insulation (4). For more details, go to (<http://www.gggc.state.pa.us/building/newbldg.htm>).

Pennsylvania has also taken on additional initiatives in the green building field. The state makes “lessons learned” video on state green building projects which they sent to the U.S. Green Building Council to use as an educational tool. Pennsylvania publishes materials on green building that they present to other governments and to the private sector. They also include green building materials on the Governor’s Green Government Council website. The state government has also taken steps to green school and university buildings and has provided limited funding for private sector green building projects (5). Future initiatives include examining issues surrounding certified wood (6).

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

**Packaging Policy** – Yes

**Calls For** – Reduce, recycled, recyclable, buy in bulk

**Item Specific** – Information unavailable

**Request in Bids** – Information unavailable

Although no general policy on packaging was reported in the returned survey, the “Guidelines for Creating High-Performance Green Buildings” encourages procurement officials involved in building construction to buy products in bulk and/or with minimal, recycled, biodegradable, or returnable packaging (7).

### *Pallets*

**Pallets Purchased** – Yes

**Pallet Policy** – No

**Calls For** – N/A

**Return, Reuse, Repair System** – Information Unavailable

There is no legislation or policy regarding the procurement of pallets. However, it is informal state policy to recycle pallets with local vendors after they are used. The recycled pallets are most likely used for mulch (8).

### *General*

While it has no wood reduction policy, Pennsylvania procures a variety of recycled products. For a copy of all recycled products on state contracts, go to (<http://www.gggc.state.pa.us/purchase/gshplist.html>).

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## **RHODE ISLAND**

**Grade: D**

*Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 50%

**Percent of post-consumer content required of copy paper** – No requirement (minimum available)

**Other recycled paper products required** – All

**Actual percent of recycled copy paper bought** – Information unavailable

Rhode Island did not return a survey. Rhode Island “*Title 37 – Public Property and Works, Chapter 37-2 State Purchases, Section 37-2-76*” describes the purchase of recycled products for state agency offices (1). This mandate requires that at least 50 percent of all office paper products purchased by the state shall be recycled products by the year 1995. There may be some recycled paper purchased within specific agencies. For instance, on April 26, 2002, Secretary of State Edward Inman directed the directors of the Department of State to phase-in the use of recycled paper. The Procurement Director is to provide each division with recycled paper to replace virgin paper stock as it is consumed. It is also expected that most, if not all future purchases of office stationary, envelopes, etc. will be made of recycled paper (2).

*Green Building*

No policies or purchases reported regarding green building initiatives.

*Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies or purchases reported regarding packaging.

*Pallets*

No policies or purchases reported regarding pallets.

*General*

No specific policies or purchases reported regarding wood reduction.

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## **SOUTH CAROLINA**

**Grade: D-**

### *Paper*

South Carolina did not respond to the survey. There is no state statute specifically addressing recycled copy paper or other paper products. South Carolina code (44-96-20 and 44-96-140) does not call for a preference in state procurement policies for recycled products. The code also requires state agencies to annually report which products are being purchased with recycled content and what percentage of purchases call for recycled materials. The state sets a goal that 25 percent of products purchased by the state contain recycled content. Purchasers can procure virgin products when their recycled alternatives are not available within a reasonable period of time, do not meet performance standards or are seven and one-half percent more expensive than their virgin counterparts. The state code also directs the Division of General Services to eliminate any procurement regulations that discriminate against recycled content products.

The state contains both virgin and recycled paper in its contracts, including copy paper, writing paper and envelopes. The state's specification for recycled paper products requires the paper to contain a minimum of 50 percent recycled waste paper and a minimum of 10 percent post-consumer material.

### *Green Building*

No policies or purchases reported regarding green building initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

No specific policies or purchases reported regarding wood reduction. The state code contains a general "buy recycled" provision (see the "Paper" section above for information). State agencies also provide support to business "buy-recycled" efforts via information distributed on the website and through publications/ The state also performs research, hosts workshops and training seminars and supports programs and policies to aid businesses in developing markets for recycled materials.

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## **SOUTH DAKOTA**

**Grade: D-**

### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 50%**

**Percent of all copy paper required to be recycled – No requirement**

**Other recycled paper products required – Yes, all**

**Actual percent of recycled copy paper bought – Information unavailable**

Statute 5-23-22.4 mandates that by FY 1997, 50 percent (by weight) of all paper purchased should contain recycled content. Purchases are not tracked to ensure compliance with policies.

### *Green Building*

No policies or purchases reported regarding green building initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

Recycled products should be given a 10 percent price preference (1).

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## TENNESSEE

**Grade:** D

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 40%

**Percent of all copy paper required to be recycled** – No requirement

**Other recycled paper products required** – Information unavailable

**Actual percent of recycled copy paper bought** – Information unavailable

State policy states that 40 percent of the total volume of paper purchased must contain recycled content. No recycled content (post-consumer or total) percentage is specified, except for newsprint and newsprint products, which must contain at least 40 percent post-consumer fibers (1). Although both the returned survey and state policy reflected that 40 percent of all paper should be recycled, some of the purchasing staff was unaware of this policy (2). Paper purchases are tracked to ensure compliance.

### *Green Building*

**Building Policy** – Yes

**Calls For** – Wood reduction, resource conservation, materials efficiency, LEED standard, environmentally preferable products, construction/demolition recycling

**State Purchased** – Recycled wood, engineered wood, FSC certified wood, less hardwoods, no particleboard

**Extra Initiatives** – Hosting training seminars/workshops, publishing/distributing materials, participating in Energy Star program

According to state agency regulation, designer manual requirements and an Executive Order, it is recommended that state construction projects implement strategies for wood reduction, resource conservation, materials efficiency and construction/demolition recycling. In addition, it is recommended that environmentally preferable products be used in state construction. It is mandatory that buildings be constructed in energy-efficient ways.

In FY 2001, over \$80 million was spent on design, construction, and renovation of state facilities. Tennessee purchased recycled, engineered, and FSC certified wood. They also used

fewer hardwoods and no particleboards. The state also reused buildings and/or minimized building footprint in its construction practices.

Tennessee hosts training and workshops, as well as publishing and distributing materials on green building issues. In addition, they participate in the Energy Star program, and it is recommended that state facilities comply with LEED standards.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

State policy calls for the purchase of recycled paper products and plastics (TCA 68-211-606). Purchases are tracked annually to ensure compliance with policies. The state is looking into additional EPP alternatives and has a staff person in charge of EPP. EPP related websites include (<http://www.state.tn.us/environment>) and ([http://www.state.tn.us/environment/tn\\_conservation/recycling.htm](http://www.state.tn.us/environment/tn_conservation/recycling.htm)).

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## **TEXAS**

**Grade: D**

#### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – No requirement

**Percent of all copy paper required to be recycled** – No requirement

**Other recycled paper products required** – Printing, computer paper, envelopes

**Actual percent of recycled copy paper bought** – Information unavailable

Although no survey was returned from Texas, information from the state website (<http://www.gsc.state.tx.us/stpurch/index.htm>) revealed state policy on recycled paper. State law requires the procurement of paper containing the highest amount of recycled content feasible if the price is reasonable (1). If virgin paper (or other item) is purchased instead of the recycled counterpart due to price, then a “justification letter” signed by the executive head is required (2).

A variety of recycled and virgin paper products are available on state contracts, including envelopes and computer paper with 20 percent post-consumer content and copy paper with 30 percent post-consumer content. (To view these contracts go to <http://www.gsc.state.tx.us/stpurch/index.html>). Purchases are apparently tracked and reported, although these figures were not made available for this survey.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

**Furniture Policy** – No

**Calls For** – N/A

**State Purchased** – Recycled content furniture

No policies were found regarding the procurement of furniture (besides the general “buy-recycled” policy). However, many recycled content furniture items are available on state contracts, including wood bookcases. (To view the contracts go the <http://www.gsc.state.tx.us/stpurch/index.html>)

### *Packaging*

No policies or purchases reported regarding packaging.

### *Pallets*

**Pallets Purchased** – Yes

**Pallet Policy** – No

**Calls For** – N/A

**Return, Reuse, Repair System** – Information unavailable

No policy was found directing the purchase of pallets. However, the Texas Natural Conservation Commission’s website for buying recycled products ([www.texasrecycled.org](http://www.texasrecycled.org)) lists several vendors that sell recycled wooden pallets.

## *General*

State policy directs state agencies to “give preference to recycled remanufactured, or environmentally sensitive products (3).” State agencies and local governments are directed to allocate a minimum of eight percent of their budgets to the procurement of recycled, remanufactured or environmentally sensitive products (4). Purchases are reported annually and there is a staff person in charge of EPP. Relevant information is available at (<http://www.gsc.state.tx.us/stpurch/rmdb-main.html>).

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## **UTAH**

**Grade: C**

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – 50%

**Percent of all copy paper required to be recycled** – No requirement

**Other recycled paper products required** – Yes, all

**Actual percent of recycled copy paper bought** – 30%

According to Utah code (63-56-20.7), 50 percent of all paper purchases should contain recycled content by 2001. Procurers must give a price preference of 5 percent to recycled paper products. If the cost of the recycled paper product is greater than 5 percent more than the lowest bidder, if it is not “reasonably available,” or if the 50 percent recycled paper goal has already been met, then the state procurer is not required to purchase the recycled paper product.

Purchases are tracked in dollars “to the extent possible (1).” In FY 2001, \$8,930,435 was spent on copy paper, and \$2,672,888 of that was spent on recycled copy paper.

### *Green Building*

**Building Policy** – Yes

**Calls For** – Energy efficiency

**State Purchased** – Information unavailable

**Extra Initiatives** – No

A building policy passed in August 2000 requires state construction to meet certain energy requirements. No policies, however, were reported on materials efficiency, resource conservation or wood reduction. According to the survey, most state buildings do not use wood. Buildings are primarily made with brick block, concrete, and structural steel. For the buildings that do use wood, no reclaimed, recycled, engineered or certified wood was reported. Although state policy does not mandate construction/demolition recycling, many contractors do recycle on their own initiative.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

No specific policies or purchases reported regarding wood reduction.

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## **VERMONT**

**Grade: A**

#### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of all copy paper required to be recycled – 30%**

**Other recycled paper products required – Yes, all**

**Actual percent of recycled copy paper bought – 100%**

State policy mandates that all copy paper purchased contain 30 percent post-consumer content and be totally chlorine free (TCF) or processed chlorine free (PCF). A 5 percent price preference is allowed for recycled paper. Vermont policy also prohibits the purchase of copy paper

containing old-growth wood. In addition to copy paper, notebooks, letterhead, printed documents, envelopes, toilet paper, and paper towels must all contain recycled content. In order to reduce paper use, Vermont policy directs government officials to make double-sided copies and to increase the use of e-mail.

### *Green Building*

**Building Policy** – Yes

**Calls For** – Energy efficiency, sustainable building products

**State Purchased** – Information unavailable

**Extra Initiatives** – Green corporate buildings initiative

State policy on greening government and commercial buildings is focused on energy efficiency (1). (A copy of “Vermont Guidelines for Efficient Commercial Construction can be viewed online at <http://www.state.vt.us/psd/ee/ee19.htm>) No environmentally preferable products procured by the state for construction projects were reported on the returned survey, However, the state does have a specification on purchasing certified wood products which the state plans on using in future projects (2).

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

**Packaging Policy** – Yes

**Calls For** – Reduce, recycled

**Item Specific** – No

**Request in Bids** – Reduce recycled

In Vermont’s returned surveys, procurement officials indicated that there is no state policy pertaining to packaging. One survey did indicate that state procurers request reduced packaging in some bids. However, independent research revealed that a 1994 Executive Order calls for “procurement of products using reduced packaging materials or recycled materials (3).

### *Pallets*

**Pallets Purchased** – Yes

**Pallet Policy** – No

**Calls For** – N/A

**Return, Reuse, Repair System** – Yes

*General*

State statute allows a 5 percent price preference for recycled content products (4). (To view state statutes, see <http://www.leg.state.vt.us/statutes/statutes2.htm>) Vermont is also implementing an initiative to purchase locally grown, certified wood products. In this case, certification can be made by the Forest Stewardship Council, Smart Wood, Scientific Certification Systems, or Green Seal (5). Vermont is tracking its purchases and has a staff person in charge of EPP. For more information, see <http://www.anr.state.vt.us/dec/csc/envpurch.htm> and <http://www.state.vt.us/>).

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**VIRGINIA**

**Grade:** D

*Paper*

**Copy Paper Policy** – Yes, price preference

**Percent of all copy paper required to be recycled** – No requirement

**Percent of all copy paper required to be recycled** – 30% (EPA standard required)

**Other recycled paper products required** – Yes, when possible

**Actual percent of recycled copy paper bought** – Information unavailable

*The Commonwealth of Virginia State Agency Recycling and Environmentally Preferable Products Legislation* (summary of total legislation addressing EPP) shows that while purchasing recycled products is highly recommended and encouraged through Executive Memos and other legislation, it is not mandated or required. If and when recycled copy paper is purchased by the state, it must comply with EPA standards of recycled content and is given a 10 percent price preference. Current recycled paper purchases include business cards and some copy paper. The Commonwealth of Virginia is extremely decentralized and no tracking is conducted to ensure the purchase of recycled products (1).

*Green Building*

No policies or purchases reported regarding green building or construction initiatives.

#### *Furniture*

No policies or purchases reported regarding furniture.

#### *Packaging*

No policies or purchases reported regarding packaging.

#### *Pallets*

No policies or purchases reported regarding pallets.

#### *General*

Virginia does not have any wood reduction policies on record. It only has “by-recycled” recommendations and encouragement. Due to extreme decentralization, there is not a statewide tracking system and purchases for each agency are not “policed” for environmentally preferable products. Instead, educational training sessions are offered for departments and offices and vendors are instructed to offer “green” products whenever possible.

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## **WASHINGTON**

**Grade: B**

#### *Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 80%**

**Percent of all copy paper required to be recycled – 30%**

**Other recycled paper products required – Notebooks, paper towels, envelopes, tissues, toilet paper**

**Actual percent of recycled copy paper bought – 7.5%**

The Revised Code of Washington 43.19A.050 (available online from <http://search.leg.wa.gov/pub/textsearch/default.asp>) says that 8- percent of total dollar amount spent on paper products by the state of Washington should be recycled content by 1998 (1). A study conducted by “Recycled Paper News” in 2001 confirms this mandate (2). However, the returned survey from the procurement official at the Department of Administration in charge of paper

contracts indicates that there are no state mandates for the purchase of recycled paper and that recycled paper procurement is only a recommendation. Although state officials are working toward ensuring that 80 percent of paper products contain some recycled fiber, only \$450,000 was spent on recycled copy paper in FY 2001 out of a total of \$6,000,000 spent on all copy paper. In other words, only 7.5 percent of the copy paper purchased by Washington in FY 2001 contained 30 percent post-consumer recycled content.

There is currently no policy on purchasing chlorine-free paper, but it is being considered. Washington uses EPA's guidelines for minimum recycled content, but if a product exceeds the minimum amount, it should be given a 10 percent price preference. Paper purchases are tracked on a monthly basis.

### *Green Building*

#### **Building Policy** – Yes

**Calls For** – Energy efficiency, building reuse, recycled products, construction/demolition recycling, life-cycle evaluation, LEED standard

**State Purchased** – Reclaimed wood, strawboard, recycled wood, recycled plastic lumber, other

**Extra Initiatives** – Housing training seminars/workshops, publishing/distributing materials, green building materials on website.

The “building” portion of Washington’s survey was not completed, but the Sustainable Design & Construction website ([www.ga.wa.gov/eas/green](http://www.ga.wa.gov/eas/green)) revealed the extensive green building initiatives in Washington. State policy calls for “the use of recycled content products and recyclable products whenever practicable” in state construction projects (3). Construction and demolition recycling is also mandated (4). (This policy can be viewed online at [www.leg.wa.gov/pub/rcw/RCW%20%2039%20%20TITLE](http://www.leg.wa.gov/pub/rcw/RCW%20%2039%20%20TITLE)). Washington has achieved silver LEED rating on several buildings and is currently working toward achieving a gold rating on a state building. New legislation also calls for life-cycle analysis to be completed on Washington’s LEED silver-rated buildings. The Washington green building program is a member of the U.S. Green Building Council.

Washington does extensive work on educating schools, local governments and the private sector on green building. In addition to including green building materials on the website, they host training seminars and workshops, publish and distribute materials, and provide consultation on building projects.

The state has various environmental building products on contract such as lumber made from 100 percent urban wood waste, engineered wood, recycled plastic lumber and other recycled products. (These contracts are available online at [www.ga.wa.gov/pca/contract/03901c.doc](http://www.ga.wa.gov/pca/contract/03901c.doc)).

### *Furniture*

#### **Furniture Policy** – No

**Calls For** – N/A

**State Purchased** – Remanufactured furniture, strawboard

The state has a program for purchasing remanufactured furniture (5). The state has also purchased furniture with non-wood strawboard panels. A large portion of the furniture that the state buys is made through the state prison's Correctional Industries; the wood they use is mostly oak and none of it is recycled or certified (6).

*Packaging*

**Packaging Policy** – No

**Calls For** – N/A

**Item Specific** – Yes

**Request in Bids** – Information unavailable

There is no overall policy for reducing packaging, but according to an official at the Washington State Department of Ecology, reduced packaging may be required for specific items. Some contracts give points for packaging criteria, such as refillable or reduced (7).

*Pallets*

No policies or purchases reported regarding pallets.

*General*

The Revised Code of Washington 43.19 calls for the development of state policies to direct recycled product procurement. Although there is no website dedicated to EPP, the procurement website indicates that the state is researching wood certification. Washington's policies and implementation are disappointing given that King County, Washington and Seattle have been tremendous leaders in the area of EPP. (For information on their respective EPP programs, go to <http://www.metrokc.gov/procure/green> and <http://www.cityofseattle.net/purchasing/purchasingervices/ERP6-14.htm>)

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**WEST VIRGINIA**

**Grade: D**

*Paper*

**Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – No requirement**

**Percent of all copy paper required to be recycled – 10%**

**Other recycled paper products required – Information unavailable**

**Actual percent of recycled copy paper bought – Information unavailable**

Recycled copy paper with 10 percent post-consumer recycled content must be purchased in West Virginia when it is comparable to virgin paper in performance. State Code and a state agency initiated legislative rule mandate the purchase of all recycled products. A price preference of 10 percent is given to the purchase of all recycled products (1).

*Green Building*

No policies or purchases reported regarding green building or construction initiatives.

*Furniture*

No policies or purchases reported regarding furniture.

*Packaging*

No policies or purchases reported regarding packaging.

*Pallets*

No policies or purchases reported regarding pallets.

*General*

The State of West Virginia utilizes a decentralized purchasing program in which states are able to purchase \$10,000 worth of supplies (in the case of higher education, this amount is increased to \$25,000) (2).

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**WISCONSIN**

**Grade: B**

## *Paper*

### **Copy Paper Policy – Yes**

**Percent of all copy paper required to be recycled – 100%**

**Percent of all copy paper required to be recycled – 30%**

**Other recycled paper products required –** Notebooks, paper towels, letterhead, envelopes, toilet paper

**Actual percent of recycled copy paper bought – 98%**

A state statute mandates that all copy paper purchases contain recycled content in compliance with federal standards (30 percent post-consumer content) (1). Any agency that does not purchase recycled paper must keep track of purchases that are “exceptions to the rule (2).” One returned survey indicated that state policy calls for chlorine-free copy paper, while another did not indicate that this was mandatory. Although neither survey provided data for how much recycled copy paper was purchased by the state, materials on the state website (<http://vendorenet.state.wi.us/vendornet/recycle/pim3.asp>) reported that in 1999 compliance was more than 98 percent with paper buy-recycled policies. In 1999 Wisconsin Act 9 eliminated the recycled product clearinghouse that closely monitored state agency paper purchases, but agencies are still required to buy recycled paper.

## *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

## *Furniture*

No policies or purchases reported regarding furniture.

## *Packaging*

**Packaging Policy – No**

**Calls For – N/A**

**Item Specific – Yes, computers**

**Request in Bids – Yes**

Although there are no formal guidelines for packaging purchases, it is suggested that packaging for products purchased be reduced, reused, and returnable. State procurers include language in bids requesting reduced packaging, specifically for computer purchases. Packaging purchases are not tracked.

### *Pallets*

No policies or purchases reported regarding pallets.

### *General*

No specific policies or purchases reported regarding wood reduction. More information on the state's purchasing is available at (<http://vendornet.state.wi.us/vendornet/recycle/index.asp>).

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## **WYOMING**

**Grade: D**

### *Paper*

**Copy Paper Policy** – Yes

**Percent of all copy paper required to be recycled** – No requirement

**Percent of all copy paper required to be recycled** – No requirement (50% total recycled content)

**Other recycled paper products required** – No

**Actual percent of recycled copy paper bought** – Information unavailable

It is recommended that copy paper procured by the state contain recycled content – preferably 50% total recycled content. However, there is no mandatory minimum procurement of recycled paper and purchases are not tracked to assess how much recycled paper is actually being purchased by the state.

### *Green Building*

No policies or purchases reported regarding green building or construction initiatives.

### *Furniture*

No policies or purchases reported regarding furniture.

### *Packaging*

No policies or purchases reported regarding packaging.

## *Pallets*

Pallets Purchased – Yes

Pallet Policy – Information Unavailable

Calls For – Information unavailable

Return, Reuse, Repair System – Information unavailable

Although no state policies were reported on the returned survey directing the procurement of pallets, the survey indicated that the state buys pallets made of wood alternatives such as plastic and steel.

## *General*

No specific policies or purchases reported regarding wood reduction. For more information go to (<http://ai.state.wy.us/generalservices/policy1.asp>).

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## **RECOMMENDATIONS**

### **1. Implement environmentally preferable purchasing (EPP).**

States that do not currently implement environmentally preferable purchasing, should consider beginning with basic “buy recycled” policies that explicitly require a minimum of 30% post-consumer copier paper.

### **2. Adopt three strategies to ensure implementation of policies.**

States must eliminate loopholes that allow continued purchasing of virgin products. Although recycled copy paper is now of equal quality, availability and price compared to virgin, some states still allow for these loopholes. As a result, purchasers do not consistently buy recycled paper in some of these states. States must create a staff position and a task force to expressly focus on EPP. Creating a staff position in charge of EPP will help to ensure that someone is responsible for being knowledgeable on and carrying out state statutes and policies. States must implement a tracking system to ensure that all departments carry out the state’s policies. A tracking system is particularly important to ensure implementation in states with decentralized purchasing.

### **3. Educate agency personnel about EPP statutes, policies and executive orders.**

Host training sessions about EPP policy, distribute information to all agency employees, post EPP information in prominent areas, request feedback for additional EPP ideas, etc.

### **4. Adopt wood reduction goals in EPP programs.**

By specifically mandating a wood reduction goal, states directly contribute to forest conservation. In addition to protecting forests, these policies can also provide financial savings through efforts such as double-sided copying which reduces copy paper budgets and construction and demolition recycling which reduces landfill tipping fees. The policies can also have economic development benefits as states encourage the development of reuse operations. The specific bans on the purchase of types of wood such as tropical hardwoods (NY) and old growth wood (VT) should be adopted by other states and expanded to create more comprehensive wood reduction goals.

**5. Go the next step in paper policies.**

States should increase post-consumer recycled content in paper and other supplies, specify Totally Chlorine Free (TCF) and Processed Chlorine Free (PCF) papers in purchasing policies (to reduce the polluting chemicals used in paper manufacturing) and purchase “tree-free” letterhead and other paper products. Given the number of states that allow a price preference of 10 percent for recycled goods, these preferable papers should be available to most states. Adopting an extra price preference of 5 percent for any of these forest-friendly goods produced in-state can help purchasers acquire them while simultaneously benefitting the community.

**6. Adopt and implement other “forest-friendly” purchasing policies.**

In addition to paper policies, states should work to adopt comprehensive “forest-friendly” policies that affect other wood materials such as building products, furniture, packaging and pallets. See the Model “Forest-friendly” Policy in Appendix B for additional ideas.

**7. Educate other sectors and the general public on “forest-friendly” policies through workshops and publications.**

Beyond implementing “forest-friendly” government policies, states can encourage other sectors such as businesses, universities, religious institutions, etc., to adopt similar sustainability goals. States can host “green building” workshops for architects, educate the general public about the need to buy recycled content consumer goods and help universities sponsor furniture reuse operations.

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## CONCLUSION

Society’s rising demand for wood products drives the logging and destruction of the world’s forests. The United States is particularly guilty, consuming more than 20 percent of the world’s wood with only 5 percent of the world’s population. As consumption increases, so does the loss of natural forests. Beyond the destruction of scenic landscapes, natural forest loss results in a host of environmental consequences. Deforestation leads to species extinction, loss of biodiversity, erosion of topsoil, and global warming (1).

Government purchasers have the opportunity to be the role model of forest-friendly practices—the beginning of a turning tide to reduce excessive wood consumption. Far from being a repressive force on purchasers, the implementation of environmentally preferable purchasing (EPP) and a forest-friendly policy specifically has the potential to stimulate creativity, openness and collaboration within the workplace. As purchasers strive to reduce excessive wood consumption, they are likely to develop innovative programs and to call on participants from many departments to ensure success. Purchasers are likely to experience increased job satisfaction and improved worker morale and

productivity as they feel greater pride and a higher purpose in work that benefits human health and the environment. The government agency will benefit as worker health and safety improves, liabilities are curtailed and operating and maintenance costs diminish. EPP strategies such as reducing paper consumption, reusing products and buying in bulk can often have significant savings.

This new model of appropriately targeted government purchasing can have a ripple effect reaching well beyond its office cubicles. Government EPP policies influence purchasing within the private sector. For example, the federal government's standard for 30 percent post-consumer recycled content copy paper is becoming the de facto standard in non-government offices around the country—even though the federal government's copy paper purchases only account for 2 percent of the total market.

When government EPP policies mandate the procurement of products with post-consumer recycled content, such as recycled copy paper, it also gives a market to the paper collected for recycling in offices and community recycling programs. Only by "closing the recycling loop" and demonstrating a market demand for post-consumer recycled fiber can recycling programs be economically feasible. Cities can then recoup the costs of collection programs by selling the collected materials. Developing the recycling market creates jobs in collection, sorting, manufacturing, and distribution of recycled waste. Recycling 10,000 tons creates 36 jobs, whereas landfilling the same amount creates six jobs and incinerating that 10,000 tons creates only one job.

Not only do EPP policies make recycling programs more viable, thereby providing more jobs, they also have the potential to reduce toxics. EPP policies divert wastes from incinerators which release toxic chemicals into the air. Forest-friendly purchasing also calls for recycled and ag-based papers that are Processed Chlorine Free (PCF) or Totally Chlorine Free (TCF), which eliminates the harmful dioxins released into the environment when chlorine bleaching is used.

Forest-friendly purchasing influences other environmental factors such as energy conservation. For example, almost 75 percent less energy is needed to produce recycled paper than is needed to make virgin paper. Most agricultural materials also require much less energy than wood to break down into fiber for paper.

The numerous positive consequences of EPP should serve as a great motivator for states that have yet to implement a program. In addition to critiquing performance, this report provides tools to help purchasers incorporate forest-friendly practices into their policies. States without EPP policies can learn much from their peers who are implementing exemplary programs—detailed at greater length in Appendix A. A model Executive Order and purchasing policy is also laid out in Appendix B. Now is the time for forest conservation goals to be incorporated into every state government’s purchasing policies. Incorporating forest-friendly purchasing as part of the mix of EPP policies will benefit forests, wildlife and people worldwide.