

# RPN New and Prospective Member Orientation & Sustainable Purchasing 101

**January 19, 2011**

# Questions?

Submit questions by typing them into the Questions box in your Go2Webinar application and we will compile and answer them during Q & A at the end of the webinar.

# Agenda

- 1) Welcome and Introduction**
- 2) Sustainable Purchasing 101**
- 3) RPN Resources**
- 4) Membership Administration**
- 5) Communications**
- 6) Questions**

# Welcome and Introduction

## RPN Mission

“Promote and practice responsible purchasing by identifying best practices, developing effective purchasing tools, educating the market, and using our collective purchasing power to maximize environmental stewardship, protect human health, and support local and global sustainability.”

# RPN Members

**>175 members**

- **State and local governments**
- **Federal agencies**
- **Colleges and universities**
- **School districts**
- **Faith-based organizations**
- **Non-profit organizations**
- **Businesses**

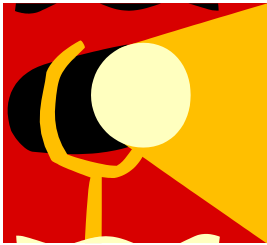


# Sustainable Purchasing 101



Alicia Culver  
Responsible Purchasing Network

RPN Webinar • January 19, 2011



# Overview

- **What is sustainable procurement and why do it?**
- **What is “greenwashing”?  
What actions can you take to prevent it?**
- **What strategies can you use to set up an effective sustainable procurement program?**

# What are Environmentally Preferable Goods & Services?



**“...products and services that have a lesser or reduced effect on human health and the environment when compared to competing products and services that serve the same purpose.”**





# EPP Simplified

**EPP =**  
**Environment +**  
**Price +**  
**Performance**



# Sustainable Products are...

- **Made with recycled content**
- **Highly energy efficient**
- **Designed to be long lasting**
- **Recyclable or compostable**
- **Made from renewable resources**
- **Less toxic than conventional goods**
- **Manufactured locally and responsibly**
- **Fairly traded**
- **Safely managed at the end of their life**



# Why Do Sustainable Purchasing?



# How “Green” Products Can Save Money



- **Lower upfront costs**
- **Conserve energy or water**
- **Reduce paper or fuel use**
- **Lower maintenance costs**
- **Reduce replacement costs**
- **Avoid disposal/cleanup costs**
- **Support the local/regional economy**
- **Offset environmental and health program costs**

# Opportunities for Sustainable Purchasing



- **Commodity contracts**
- **Service agreements**
- **Construction projects**
- **Purchase orders**
- **Credit cards**
- **E-procurement**



# Environmental Claims Increasing

- Eco-safe
- Environmentally friendly
- Earth friendly
- Earth smart
- Environmentally safe
- Environmentally preferable
- Essential non-toxic
- Practically non-toxic
- Made with non-toxic ingredients
- Degradable
- Natural
- Environmentally safe
- CFC free
- Zero primary
- Recyclable

According to the FTC:  
**FALSE CLAIMS**



Original Source: Kirsten Ritche, Gensler



# 7 "Sins" of Greenwashing

**Fibbing**  
"Non-Toxic"

**No Proof**  
"Just trust us"

**Irrelevance**  
"CFC-Free"

**Hidden Trade-Off**  
Compostable  
food containers  
with  
"Teflon" coating

**Sin of Vagueness**  
"100% Natural"

**Lesser of Two Evils**  
Organic  
cigarettes

**Worshipping False Labels**



# Manufacturer-created Eco-Labels





# Manufacturer-created Eco-Labels



## The Power of Citrus

Made with a special combination of Citrus Power and scientific technology, [Goo Gone safely removes any mess.](#)



## MATERIAL SAFETY DATA SHEET

### SECTION 1 – CHEMICAL PRODUCT AND COMPANY IDENTIFICATION

**Product Name:** GOO GONE  
**Product Code:** GG01, GG06, GG12, GG12C, GG12TB, GG12LN, GG12CNLN, GGP16A, GGP16CN, GG44, GG44TB, GG4472ST, GG447218, GG89, GG89AUST, GG89CN, GZ92, 1647, 1649, 1650, 175011480, 5011488, 77133  
**Supplier:** MAGIC AMERICAN PRODUCTS  
**Address:** 26901 CANNON ROAD, SUITE 190  
BEDFORD HEIGHTS, OH 44146  
**Telephone:** (800) 321-6330 M-F, 9-5 EST  
**Emergency:** CHEMTREC 24 HR (800) 424-9300  
**Date:** October 18, 2010

### SECTION 2 – COMPOSITION, INFORMATION ON INGREDIENTS

<u>Ingredients</u>	<u>Percent</u>	<u>CAS #</u>
Distillates (petroleum), hydrotreated light	< 95	64742-47-8
Tripropylene glycol methyl ether	1 – 10	25498-49-1
Citrus extracts blend	1 – 10	94266-47-4 / 8028-48-6

# Retailer Eco-Labels



# Multi-Attribute Certifications

## EcoLogo<sup>™</sup> Program

Third-party certification of environmentally-preferable products

[▶ Green Products](#)[▶ Get Certified](#)[▶ Our Standards](#)[▶ In the News](#)[▶ Partnerships](#)



### Our Standards

The EcoLogo Program: Scientifically Rigorous Standards. Meet ISO 14024 standards for eco-labelling. Open, public, transparent stakeholder standard-setting process

[▶ Click here to view our criteria...](#)





# Single Attribute Certifications



GREENGUARD  
ENVIRONMENTAL INSTITUTE

FIND PRODUCTS | CERTIFICATION PROGRAMS | RESOURCES | ANSI | ABOUT GEI

\*Just Certified\*

GREENGUARD Indoor Air Quality Certified®

GREENGUARD Children & Schools

Indoor Air Quality Certified

Product Guide

Children & Schools Certified

Product Guide

Listed Products

Low-Emitting

Microbial Resistant

HOME >>

WELCOME TO THE GREENGUARD ENVIRONMENTAL INSTITUTE PRODUCT GUIDE

The world's largest guide for selecting low-emitting products and materials.

(This guide is developed by GEI, an industry-independent non-profit organization that is not affiliated with any manufacturer of a product that GEI certifies.)

Product Category:  
Flooring

Sub-Category:  
Resilient

Type:  
Rubber

Manufacturer:  
--ALL--

Search

QUICK PRODUCT SEARCH

Keyword:

Search

Search CSI Codes

Click "Search" button to view results.

GREENGUARD Indoor Air Quality Certified® Products

Your search returned 42 products.

Display 20

1 2 3

Advance

Mondo America Inc.

GREENGUARD Indoor Air Quality Certified

Certification Status: CERTIFIED

Restrictions: NONE

Certification Period(s): 04/2009- 04/2010

Printable Certificate for Indoor Air Quality

Geode MD

Mondo America Inc.

GREENGUARD Indoor Air Quality Certified

Certification Status: CERTIFIED

Restrictions: NONE

Certification Period(s): 04/2009- 04/2010

Printable Certificate for Indoor Air Quality

Harmoni

Mondo America Inc.

GREENGUARD Indoor Air Quality Certified

Certification Status: CERTIFIED

Restrictions: NONE

Certification Period(s): 04/2009- 04/2010

Photo courtesy of ezydesign

www.ResponsiblePurchasing.org

21





# Green Business Certification Programs





# e-Stewards

THE GLOBALLY RESPONSIBLE WAY  
TO RECYCLE YOUR ELECTRONICS

- Home
- About us
- Find e-Stewards Recyclers
- The e-waste crisis
- Recycling resources
- e-Stewards Certification
- News + Media



e-waste in Gulyu, China is often simply burned  
resulting in severe pollution of ground, water, and air.

Latest News:

- Santa Clara County – Home of Silicon Valley now e-

Find an e-Stewards® Recycler



The Story of Electronics



[www.ResponsiblePurchasing.org](http://www.ResponsiblePurchasing.org)



# Verification of Environmental Claims





# Rating Systems



- **US DOE/EPA ENERGY STAR Program**

- **EPEAT (green computer equipment**






- **US EPA Design for the Environment (DfE) Program**

Look for the label!

- **USDA BioPreferred**



- **EU RoHS Directive (Restriction of Hazardous Substances)**

	 BRONZE	 SILVER	 GOLD	Total
Desktops	<u>5</u>	<u>47</u>	<u>69</u>	<u>121</u>
Integrated Systems	0	<u>24</u>	0	<u>24</u>
Monitors	<u>6</u>	<u>365</u>	<u>30</u>	<u>401</u>
Notebooks	0	<u>334</u>	<u>46</u>	<u>380</u>
Totals	11	770	145	926



# Consumer Reports' Eco-Labels Center

**Consumer Reports**

**Greener Choices**  
*Eco-labels center*

[Join our FREE e-mail newsletter](#)

Search GreenerChoices.org

Products & green ratings

Appliances

Cars

Electronics

Food & beverages

Home & garden

Hot topics & solutions

Eco-labels center

Electronics recycling center

Global warming center

More topics

Greener Choices Home > Eco-labels center > Label category > Label information

**Label search results**



click to magnify

**dolphin safe**

[Print this page](#)

**LABEL REPORT CARD**

How meaningful is the label?	Is the label verified?	Is the meaning of the label consistent?	Are the label standards publicly available?	Is information about the organization publicly available?	Is the organization free from conflict of interest?	Was the label developed with broad public and industry input?
Somewhat	Yes <sup>1</sup>	No	Yes	Yes	Yes <sup>2</sup>	Yes

1. However, the dolphin safe label is a partially certified claim since the NMFS only verifies tuna caught from a specific region and not all tuna that is labeled dolphin safe.

2. However, since the manufacturer can make the decision about labeling tuna when it is caught outside the verified region for dolphin safe, there can be conflict of interest.

# Require Product Claims to be Verified

*“Suppliers citing environmentally preferred product claims shall provide proper certification or detailed information on environmental benefits, durability and recyclable properties.”*

*Specifically supports use of Green Seal and EPEAT*

*University of California Policy on Sustainable Practices*



# How to Effectively Use Eco-labels

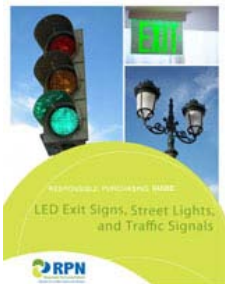


## 2.5 Use of Social and Environmental Product or Service Labels

City employees are encouraged to use independent, third-party social and/or environmental (eco) product or service label standards when writing specifications for, or procuring materials, products, or services, so long as such labels:

- Were developed and awarded by an impartial third-party;
- Were developed in a public, transparent, and broad stakeholder process; and
- Represent specific and meaningful leadership criteria for that product or service category.

*City of Portland, OR Sustainable Procurement Policy*



# Multi-attribute Specifications:

## Green Lighting Equipment



- **Energy efficiency**
- **Waste prevention (long life)**
- **Toxicity reduction (mercury, lead)**
- **Light quality**
- **Recycling (“takeback”)**



*CA and MN adopted green lighting specs*



# Multi-attribute Specifications: Green Cleaning Products

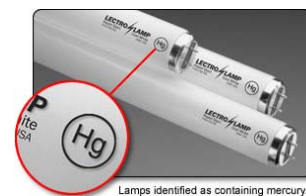
- **Green Seal- or EcoLogo-certified cleaners**
- **Asthma-safe disinfectants**
- **Metered dilution system  
(to reduce exposure and save money)**
- **Pilot test, if possible**
- **Training and service**



# Shades of Green

## How Much...

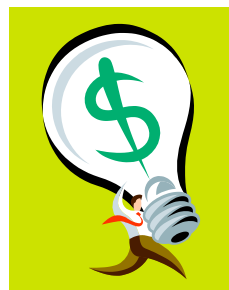
- **Recycled content**
- **Bio-based content**
- **Mercury content (in fluorescent lamps)**
- **Energy or water consumption**



# Strategy:

## Block “Red Flag” Products

- **Hazardous ingredients**
- **Poor energy efficiency**
- **Wasteful (disposable)**
- **Unsustainable production**





# Strategy: Institutionalize

- **Don't try to do it on your own.**
- **Get top level support**
- **Assemble a “Green Team”**
- **Establish communication and outreach strategies**
- **Adopt sustainable purchasing policy and/or administrative guidelines**



*See 10 Steps to Starting a Sustainable Purchasing Program on RPN website)*



# Strategy:

## Prioritize

- **Largest potential impact**
- **Ability to meet environmental/health goals**
- **Opportunities for change  
(contracts re-bid)**
- **Ease of implementation  
(use existing specs)**
- **Potential to save money/create local jobs**



# Strategy:

# Cooperative Purchasing



Western States Contracting Alliance

SITE SEARCH:

SEARCH

WSCA Home

NASPO

FAQ

Cooperative Purchasing

Vendor FAQ

WSCA Members Only



CURRENT COOPERATIVE CONTRACTS

JANITORIAL SUPPLIES AND INDUSTRIAL PAPER (WSCA-OR)

W20-2007

BASIC CONTACT INFORMATION - LEAD STATE

PARTICIPATING STATES:



Affiliation:

WSCA

Lead State:

Oregon

Lead State Contract Number:

102-5031-5

Contact person:

Pam Johnson

Phone:

(503) 378-4731

Fax:

(503) 373-1626

Email:

[pam.johnson@state.or.us](mailto:pam.johnson@state.or.us)

LINK TO LEAD STATE WEBSITE



GOING GREEN PROGRAM

Public Services Alliance

California Communities

Canadian Communities

Compliance Services

U.S. Communities

SEARCH

Green Products

GO

Upcoming Events

About Our Suppliers

Resources

Trainings/Seminars

Best Practices

Certifications & Standards

New Supplier Inquiry

U.S. Communities Going Green Program is the one-stop source for public agency access to a broad line of responsible purchasing products, services and resources. In addition to our comprehensive contracts that offer eco-friendly products, agencies will find a wealth of valuable information and resources that will help lower your environmental impact within your community and will assist you in making educated decisions about the products your agency purchases.

MAKING ENVIRONMENTAL PURCHASING SIMPLER!



OFFERING THOUSANDS OF "GREEN" BRANDS IN THE FOLLOWING CATEGORIES:

School Supplies

Office Supplies

Technology Products

Electrical & Data Communications

Technology Solutions

Office Machines

Office Furniture

Education Furniture

Janitorial Supplies

Park & Playground

Maintenance, Repair & Operating Supplies

Auto Parts & Accessories

Roofing Supplies & Services

Synthetic Turf & Athletic Surfaces



WHAT'S HOT! WHAT'S NEW!



U.S. Communities & Responsible Purchasing Network Partner to Promote Green Products on Cooperative Contracts.

What do you get when you combine aggregated influences of over 87,000 buyers with Responsible Purchasing Network's green purchasing programs? A powerful new resource for finding and buying credible green products through competitively solicited contracts. [Full Details...](#)

# Strategy:

## Publicize Sustainable Products Offered on Your Contracts



### Recycled and Environmentally Preferable Products and Services Guide

**Massachusetts Statewide Contracts**  
Operational Services Division

Recycled and Environmentally Preferable Products Guide to Massachusetts Statewide Contracts

#### Recycling Containers and Compost Bins

Contract #: FAC61	OSD Update #
Expiration Date:	09/30/14
Procurement Team Leader:	Brian Lavalley, DEP (617) 348-4076
OSD Environmental Contact:	Dmitriy Nikolayev (617) 720-3351



**Contract Summary:** The Department of Environmental Protection awarded and manages the statewide contract for a wide variety of containers for various recycling applications. Container types include: recycling bins, wheeled carts, home composting bins and buckets, public space recycling containers and rain barrels and others.


**Contractor Information and Product Offerings:**

Contractor / Address	Contact / Phone	Products	Post-Consumer Recycled Content
<b>New England Plastics Corp.</b> 126 Duchaine Blvd. New Bedford, MA 02745	Trudy Wood 508-998-3111 trudy@neplastics.com	• Home Compost Bins: 11, 24 & 30 cu. ft	50%
<b>Big Belly Solar</b> 50 Brook Road Needham, MA 02494	Steven Delaney 888-820-0300 x804 sdelaney@bigbellysolar.com	• Solar Powered Trash Compactors	N/A
<b>Norseman Plastics Ltd</b> 39 Westmore Dr., Rexdale, Ontario, Canada M9V 3Y6	Art McKenzie 800-894-8397 Ext 822 amckenzie@norsemanplastics.com	• Home Compost Bins • Kitchen Scrap Buckets: 1.6 gal	50%
<b>Rehrig-Pacific Company</b> 4010 East 26 Street	Mike Welchman 323-2626145	• Recycling Bins: 14, 18 gal • Kitchen Scrap Buckets: 2 gal	At least 20%

37

# Strategy: EPP Administrative Guidelines

Environmentally Preferable Purchasing Fact Sheet



DEPARTMENT OF  
**ECOLOGY**  
State of Washington

## All Purpose Cleaning Products

August 2009 For government purchasers Publication No. 09-04-027

### Responsible Purchasing Attributes

- ☒ Air quality
- ☒ Reduce toxic chemicals
- ☒ Water efficiency

### Benefits of Purchasing

- ☒ Better indoor air quality.
- ☒ Better health for building occupants.
- ☒ Fewer toxic releases during rinsing down the drain.
- ☒ Less exposure to carcinogens and reproductive toxins.

### How to Buy

[Western States Contracting Alliance \(WSCA\)](#) Janitorial Cleaning Contract [06307](#).


Call the vendors to verify products with DfE recognition.

**Goal:** To reduce or eliminate the use of toxic cleaning chemicals.

All purpose cleaning products include window cleaners, carpet cleaners, hand soaps, and disinfectants. According to the [U.S. Environmental Protection Agency \(EPA\)](#), custodial staff are most vulnerable to the health risks posed by these cleaning products since they have the highest level of exposure.

EPA cites the [Green Report](#) published by Green Seal in 1998 for the health problems associated with cleaning chemicals. These include reproductive disorders, organ damage, permanent eye damage, asthma and other respiratory ailments, headaches, dizziness, and fatigue.

Chemicals used for cleaning either evaporate into the air, where they can be inhaled, or they are flushed down the drain and enter the environment.



### Standards

Toxicological data is not available for many chemicals found in cleaning products. Material Safety Data Sheets used to certify cleaning products often do not list proprietary and inert ingredients. As a result, some standard-setting organizations register products as "green" even when the toxicology of some of the ingredients is unknown.

Ecology recommends products certified by Green Seal, Canada's EcoLogo, and/or those recognized by EPA's [Design for the Environment \(DfE\)](#). DfE recognizes products and partners using safer chemical formulations.

Ecology also encourages agencies to promote the use of safer chemical alternatives. Global standards such as Europe's [Registration, Evaluation, Authorization, and Restriction of Chemical Substances \(REACH\)](#), place more responsibility on manufacturers to manage the risks associated with their products.

### Leading the Way – Western States Contracting Alliance

The new Janitorial Cleaning Contract managed by the State of Oregon for the Western States Contracting Alliance (WSCA) offers safer cleaning products than in the past.

Both [Waxie](#) and [Coastwide](#) have products certified by Green Seal or recognized by DfE.

These products are no more expensive than conventional products according to sales representatives for both companies.



## Environmental Purchasing Bulletin Natural Vegetation Management

June 12, 2007 King County EP Bulletin #103

### In This Issue

- Introduction
- Natural Vegetation Mgmt
- For More Information
- Environmental Purchasing Program

### Contact Us

King County  
Environmental  
Purchasing Program  
Procurement and  
Contract Services  
821 Second Ave  
8th Floor  
MS: EXC-ES-0862  
Seattle, WA 98104

Karen Hamilton  
(206)263-4279

Eric Nelson  
(206)263-4278

- 2006 Annual Report
- Past EP Bulletins

Please e-mail Karen Hamilton if you have comments, suggestions, or questions about the bulletin, or would like your name removed from the mailing list.

### Introduction

King County Metro Transit hired a goat herder and 270 of his goats from Eastern Washington to assist with vegetation management last week at the Tukwila Park-and-Ride and at Metro's East Base in Bellevue. These two sites have been difficult for Metro to maintain due to steep hillsides and uneven ground. The goats are a more efficient way to control the weeds than crews of human workers, present less risk of injury to the human staff, and eliminate the need for chemical maintenance.

### Natural Vegetation Management



**270 goats happily ate weeds last week at the Tukwila Park-and-Ride and Bellevue's East Base.**

**They were hired by Metro Transit to help eradicate weeds from hard to maintain places, and as an environmentally preferable alternative to chemicals.**

Using goats for weed control is not news to those who have spent time around these animals, but the idea to use them in urban environments is getting a lot of attention these days as people look around for cost-effective weed management that has low impacts on the environment.

Goats will do the hard work of clearing invasive plants, as they will eat almost anything and are built for hilly environments.

King County, following the footsteps of a few other local jurisdictions, contracted with Healing Hooves, LLC, an Eastern Washington company, to maintain weeds with goats. 270 goats and their kids arrived on-site with their shepherd, Craig Madsen, his dog assistant, Mac, and an electronic fence. These goats grazed at the Tukwila site for three days and at the Bellevue site for four days. They will come back in the fall to manage new growth.





# Strategy:

## Direct Suppliers to...



- Add “green” products to their “core” list
- Clearly label products that meet **YOUR EPP** criteria
- Require “greenest” products to be listed first via online searches
- Substitute (or suggest) EPPs when conventional items ordered
- Periodically report \$ amount of compliant/non-compliant purchases sold on your contract
- Conduct training and outreach



# Thank You!



**Alicia Culver**

**Responsible Purchasing Network**

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**510.547.5475**

**[www.responsiblepurchasing.org](http://www.responsiblepurchasing.org)**

# RPN Resources and Membership Information

**Phillip Kobernick**  
**RPN Manager**

January 19, 2011

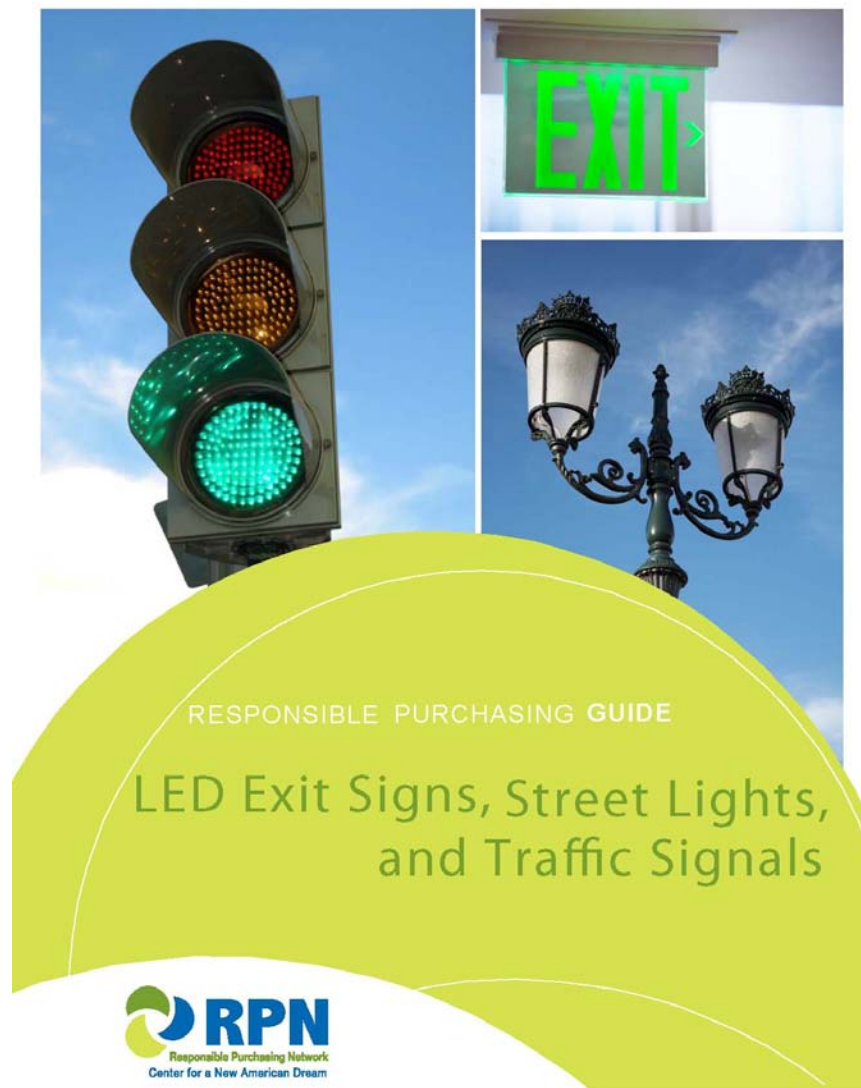


# Questions?

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# Agenda

- 1) RPN Resources**
- 2) RPN Membership Administration/Tips for New Members**
- 3) How to Join**



### Product Categories:

- Bottled Water
- Carbon Offsets
- Cleaners
- Computers
- Copy Paper
- Fleet Vehicles
- Fluorescent Lights
- Food Services
- LEDs
- Graffiti Remover
- Green Power
- Office Machines
- Paint
- Toner Cartridges
- Tires, Wheel Weights



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Best Practices 🔒

Cost, Quality, & Supply 🔒

Policies 🔒

Specifications 🔒

Standards 🔒

Products 🔒


Calculator

Handy Facts

Definitions


Credits & Endnotes

Webinars 🔒

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### Office Electronics: Overview


Welcome to the Responsible Purchasing Guide for Office Electronics. This Guide provides information and recommendations on responsible use, purchasing, and disposal of printers, copiers, fax machines, scanners, and multifunction devices (MFDs).

Below we provide an overview of each section of the Guide: **Social & Environmental Issues; Best Practices; Cost, Quality & Supply; Policies; Specifications; Standards; Products; Handy Facts; Definitions; and Credits & Endnotes.**

Creating and exchanging documents is a function shared by all businesses, government agencies, and other organizations of all sizes and geographic locations. Document technologies have changed, but office electronics (printers, copiers, fax machines, scanners, multi-function devices, mailing machines, power adapters and others) will continue to be a significant part of any office for the foreseeable future.

Over the past decade, there have been significant shifts in the practices and technologies used by organizations to create and exchange documents:

- ▶ The costs of printing and document management are staggering. These costs account for up to 10% of an organization's annual revenues (Hawkins, 2007) even though, according to some industry estimates, office paper use nationwide has been on a slight decline in recent years (Ringquist, 2006). Some organizations still project increases in office paper use. For example, the Federal Government expects continued growth in paper consumption through 2020 (The Federal Network for



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Best Practices

Cost, Quality, & Supply

Policies

Specifications

Standards

Products

Calculator

Handy Facts

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### Office Electronics: Social & Environmental


Office electronics have a range of social and environmental impacts, including: energy use, hazardous substances, waste, and air quality. By choosing more environmentally preferable equipment, institutions can decrease the energy use of imaging equipment by up to 60%, reduce pollution and risks to human health, minimize waste, and improve indoor air quality.

Below we discuss issues associated with **Energy**, **Hazardous Substances**, **Air Quality**, **End-of-Life Management**, **Waste from Imaging Supplies**, and **Paper Usage**.

#### Energy









According to the U.S. Energy Information Administration, electronic equipment is responsible for up to 26% of energy use in a typical office building (The Cadmus Group, 2007). Using equipment with ENERGY STAR power management features is an easy way to reduce energy consumption. ENERGY STAR-labeled equipment enters an energy-saving “sleep” mode after a defined period of inactivity, maintaining functionality on low power when not in full use. Time spent in low-power mode helps equipment run cooler and last longer, saving on air conditioning and maintenance costs. In certain products, ENERGY STAR registered equipment uses 90% less electricity than conventional models.

Unplugging electronic equipment at the end of each day eliminates standby or “vampire” electricity use. The US Department of Energy estimates that five to 10 percent of electricity used in this country is used for standby power, adding up to as much as \$10 billion per year in extra energy costs. A more convenient way to avoid these extra costs is to turn off power strips—although the power strips themselves can use a small amount of electricity, even when turned off. Power strips exist that automatically shut down on a set schedule, avoiding the need to manually shut them down each day.



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[Specifications](#)   
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### Office Electronics: Best Practices

This section highlights best practices for developing, implementing, and monitoring a successful responsible electronic equipment purchasing program. Core practices include: **form a balanced stakeholder team**; **measure baseline inventory and impacts**; **choose the best equipment mix**; **decide on the acquisition method**; **set goals**; **adopt a policy**; **evaluate standards and specifications**; **improve practices**; and **measure progress**.


#### Form a Team

The first step is to assemble a balanced range of stakeholders to work on the issue, including: procurement staff involved in ordering equipment, supplies, and paper; information technology staff; management; end users; environmental consultants and/or advocates; and other interested staff as appropriate. Together, the team should decide on and implement plans regarding the procurement and use of electronic equipment, including a plan for measuring and reporting results.

#### Baseline Data






Gather baseline data on inventory, consumption, cost, and human and environmental impacts related to electronics procurement. Data should include:

- ▶ Imaging equipment currently in use
- ▶ Number of prints and copies produced by each piece of equipment
- ▶ True cost and environmental impact of each piece of equipment, measured in terms of:
  - Equipment cost or lease rate



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[Cost, Quality, & Supply](#)    
[Policies](#)   
[Specifications](#)   
[Standards](#)   
[Products](#)   
[Calculator](#)  
[Handy Facts](#)  
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### Office Electronics: Cost, Quality & Supply

Environmentally preferable electronic equipment is comparable in cost, quality, and supply to models without such features. In many instances, duplex (i.e. 2-sided) printing and ENERGY STAR power management functions come standard. Even if a cheaper model without such features is available, environmentally preferable functions pay for themselves through savings on staff time, maintenance, energy, consumables, and paper.

#### Cost

Environmentally preferable electronic equipment generally costs no more than models without environmental attributes. It is even possible to save money by purchasing environmentally preferable imaging equipment. For example, in its 2005 bid, the State of California reduced its costs for new copiers while incorporating many environmental criteria (SoC, 2006). Duplex units are standard on many printers and copiers, and double-sided printing can reduce office paper needs by up to 40 percent. Washington County, Minnesota - with two printers and 70 employees - saved over 10,000 sheets of paper and \$57 in paper costs the first year they implemented duplexing (MSWACB, 2002a). Similarly, ENERGY STAR registered equipment is up to 90 percent more efficient than models without energy management controls, thereby decreasing energy costs and prolonging the life of equipment.

**Worried about cost, quality, and supply for green products?**

Leverage purchasing power through cooperative contracts to source reliably and save time and money. [Learn more.](#)







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[Best Practices](#)   
[Cost, Quality, & Supply](#)   
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[Standards](#)   
[Products](#)   
[Calculator](#)  
[Handy Facts](#)  
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### Office Electronics: Policies

Many responsible purchasing efforts start with policies. Policies for purchasing printers, copiers, fax machines, scanners, and MFDs typically outline the importance of buying environmentally preferable imaging equipment, identify desired human health and environmental product attributes, and require procurement of ENERGY STAR qualified products.

Documents on this page require **Acrobat Reader** software.

#### Model Policy

**Alameda County, CA, Environmentally Preferable Purchasing Model Policy, 2006**

This overarching yet succinct policy covers a full range of products including imaging equipment, with specifications for remanufactured toner cartridges (paragraph 3.1.2), producer equipment take-back (3.1.9), equipment compatibility with recycled paper and cartridges (3.2.2), and equipment energy efficiency (3.3.4).


#### More Sample Policies

Click on a policy to read more about it and download a pdf copy.

#### Federal

**The White House, Executive Order 13514, 2009**

Federal Leadership in Environmental, Energy, and Economic Performance requires that federal agencies prioritize “employing environmentally sound practices with respect to the agency’s disposition of all





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Handy Facts

Definitions


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### Office Electronics: Specifications

Establishing a responsible imaging equipment policy demonstrates a commitment to buying better printers, copiers, fax machines, scanners, and MFDs. But with or without a policy, environmental attributes must be incorporated into procurement specifications.

Documents on this page require **Acrobat Reader** software.

**State**

**Commonwealth of Massachusetts, Photocopiers, Printers, Facsimile/Multifunctional Equipment Supplies and Services, 2003**

This detailed and comprehensive request for bids contains specifications for copiers, printers, faxes, and toner cartridges with preference for: remanufactured equipment and consumables; energy efficiency; reduced packaging; compatibility with recycled paper; end-of-life management; reduced toxics; emissions control; and environmental plans from bidders. Specs are on these pages: p. 35 for copiers, p. 78 for printers, p. 113 for fax machines, and p. 137 for toner cartridges.

**State of Michigan, Master Contract for the Lease of Output Services and Limited Services, 2009**

Leasing contract that covers digital copiers, faxes, scanners, printers, and multi-functional office devices (MFD) (individually and collectively, "Equipment") on a cost per image (CPI) basis for all State of Michigan departments and agencies. Contains provisions for: ENERGY STAR and EPEAT Silver or higher

**Save time and money**

in preparing contracts with group purchasing. Learn more on the **RPN Factsheet: Buy Green on Cooperative Contracts.**



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Policies 

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Products 

Calculator

Handy Facts

Definitions

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### Office Electronics: Standards


In this section we discuss and compare standards for imaging equipment. ENERGY STAR and EcoLogo are the two leading standards for responsible printers, copiers, faxes, scanners, and MFDs. EPEAT will be releasing its standards for imaging equipment and televisions in 2011, at which point it will become another leading environmental standard. GREENGUARD has certification criteria for imaging equipment but currently no products are certified to this standard.

Download the **Standards Comparison Chart** (.xls) to compare how the ENERGY STAR, EcoLogo, and GREENGUARD certifications address a variety of social, environmental and performance criteria.



#### ENERGY STAR


ENERGY STAR, a partnership between the U.S. Environmental Protection Agency and Department of Energy, rates products based on energy use during operation. Over fifty product categories are included in ENERGY STAR, each with a unique rating methodology based on the amount of energy used for product functions. Imaging equipment covered by ENERGY STAR includes: copiers, printers, fax machines, scanners, MFDs, mailing machines, and power adapters. To date, the standards have focused on low-power and standby power modes. Revised ENERGY STAR criteria for imaging equipment were released in early 2007 and included efficiency requirements for active power modes. This standard uses two different approaches to address the energy consumption of imaging equipment. The Typical Energy Consumption method (TEC) analyzes full duty cycle for standard-sized equipment. The Operational Mode (OM) approach focuses on energy consumption in





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Definitions

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### Office Electronics: Products

This database includes over one thousand ENERGY STAR and EcoLogo registered copiers, printers, faxes, scanners, and MFDs, mailing machines, and power adapters. Listings are updated regularly, but please check directly with certifying agencies to verify product registration status.

> **Download an Excel file of this listing** (last RPN update on July 6, 2009).

Search these results:

Search by Type:

[Select One] ▼

« 1 2 3 4 5 »

» see all results (page 1 of 86)

Type	Manufacturer	Product/Model	Standards
Scanners	Avision	300400011	ENERGY STAR
Scanners	Avision	300500003	ENERGY STAR

**Source recommended green products at competitive prices**

through cooperative contracts.

Learn more on the **RPN Factsheet: Buy Green on Cooperative Contracts.**

# Calculators

- RPN created calculators for: reman toners, bottled water, vehicles
- Other calculators such as ENERGY STAR for electronics and appliances, EPEAT for computers, and many others...





Bottled Water: Calculator

This Bottled Water Calculator, developed by RPN, compares the cost and environmental impacts of 16.9 oz. bottles of water with tap water. Results are expressed in gallons of water, mega joules of energy, gallons of oil, pounds of CO2e, and dollars saved.

Edit the values below and click update.

How much water do you drink?

Enter the total number of 16.9 oz. bottles of water purchased by your organization in a year:

Cost of Tap Water per Gallon (\$ per gallon):

(If you know your local cost, please enter - otherwise leave the national average.)

Cost of 16.9 oz Bottle of Water (typical is \$1.50):

Impact

Total Water Drank:	1,563	gallons
Extra Water Required for Production and Purification:	3,125	gallons
Energy Required for Manufacturing:	1,006	megajoules
Oil Required to Produce the Plastic Bottle(s):	248	gallons
CO2e to Manufacture Plastic Bottle(s):	1,875	pounds

Your Extra Cost for Bottled Water: **\$14,980.00**





# Calculators

## Lifecycle Environmental Impact

The following is a break down of the environmental impact of your choices for different grades of paper.

Recalculate	Baseline Paper	100% Recycled Paper
Paper	Uncoated Freesheet (e.g. c	Uncoated Freesheet (e.g. c
Quantity per year	1000 Pounds	1000 Pounds
% Postconsumer	0	100
Wood Use	2 tons	0 tons 2 tons less
Net Energy	15 million BTU's	11 million BTU's 4 million BTU's less
Greenhouse Gases	2,941 lbs CO <sub>2</sub> equiv.	1,711 lbs CO <sub>2</sub> equiv. 1,230 lbs CO <sub>2</sub> equiv. less
Wastewater	11,109 gallons	5,186 gallons 5,924 gallons less
Solid Waste	954 pounds	595 pounds 360 pounds less



The Baseline Paper uses 2 tons , the equivalent of about 13 trees  
100% Recycled Paper would use/produce 2 tons less , the equivalent of about 13 fewer trees

# Case Studies

City of Portland,  
OR

- Saved \$335,000 in electricity costs per year



A City-bired contractor installs one of more than 13,000 LED lamps during the fall of 2001.

### Portland's LED retrofit

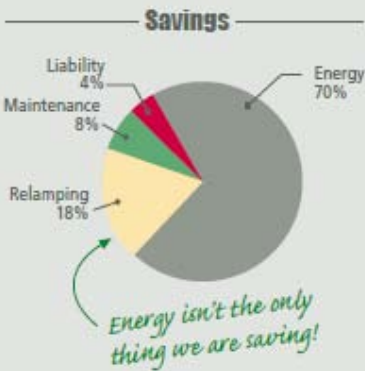
- 6,900 red and 6,400 green signal lamps (a mix of 12" balls, 8" balls, and turn arrows in both colors.)
- 140 flashing amber beacons
- several light rail transit signals

### ...and its benefits

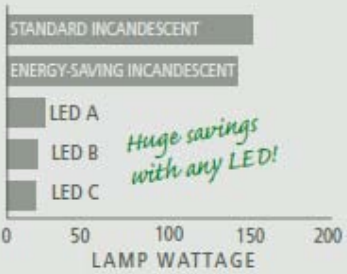
#### Energy use and savings

	BEFORE	AFTER
Kilowatt hours per year	6.1 million	1.2 million
Electric cost per year	\$420,000	\$85,000
Energy savings per year		\$335,000

### LED Project Figures



### Energy Usage Comparison



### Net Cashflow

## Other Publications

- **Purchasing for Climate Protection Factsheet**
- **Cooperative Contracts Factsheet**
- **Annual Responsible Purchasing Trends Reports**
- **Model Responsible Purchasing Report**

# Responsible Purchasing Trends

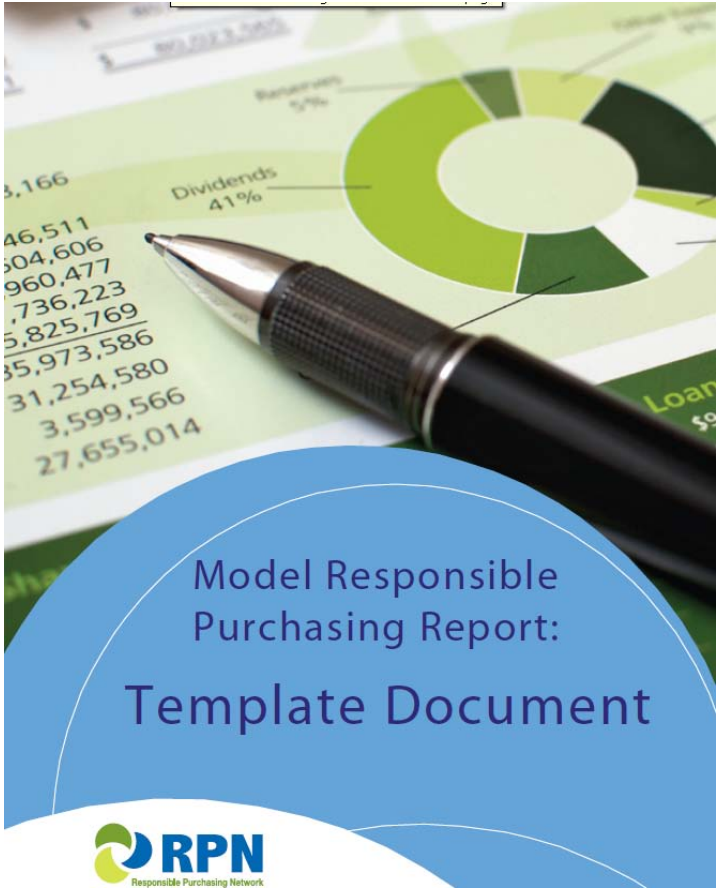
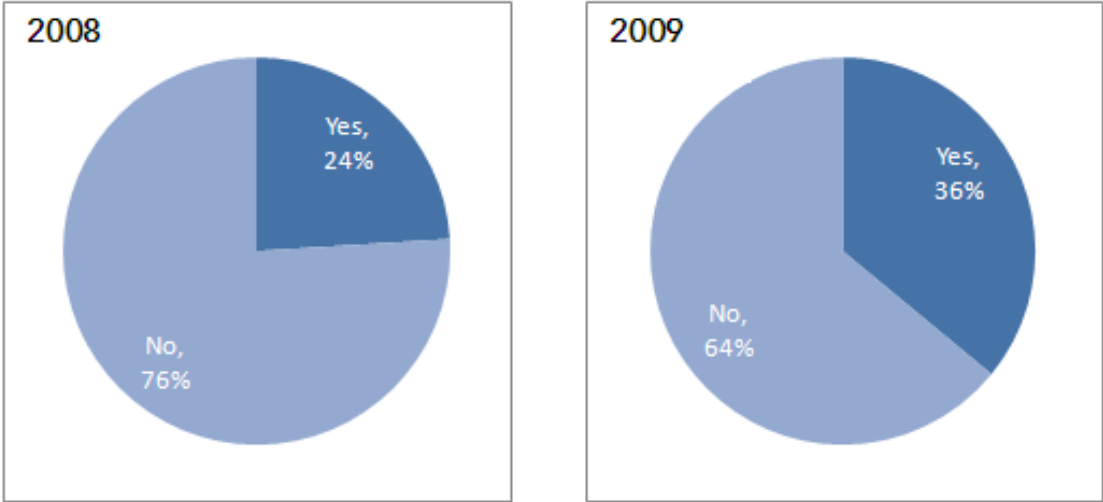
Recognized/Used Standards, Eco-labels & Certifications

Standard/Certification	Recognized / Used
ENERGY STAR	99% / 94%
LEED	97% / 85%
Green Seal	95% / 76%
EPEAT	89% / 69%
EcoLogo (Environmental Choice)	88% / 55%
Fair Trade Certified	88% / 36%
USDA Organic	86% / 46%
FSC (Forest Stewardship Council)	84% / 62%
EnergyGuide	79% / 51%
CRI Green Label	78% / 42%
CFPA (Chlorine-Free Products Association)	76% / 32%



# Model Responsible Purchasing Report

Does your organization publish a report on your green purchasing initiatives?  
Answers shown in percentages of respondents.





# Other Publications



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New corporate membership...



# Webinars

Previous:

- Purchasing for Climate Protection
- RPN Trends Report
- ENERGY STAR Certifications Changes Q&A
- Tracking and Reporting



In the works:

- Compostable Serveware
- Saving Green Guide
- Purchasing for LEED
- ... and many more!



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### Upcoming Webinars

Webinars that are available to RPN members only are designated by

---

**Purchasing for Climate Protection, featuring Carbonfund.org**

Purchasing for Climate Protection Resources Factsheet will be available shortly

Procurement practices often have global implications. Nowhere is this clearer than in measuring and reducing the greenhouse gas (GHG) emissions associated with the products we buy.

Alicia Culver, RPN Director, discussed how your organization's purchasing policy and practices can help meet your climate protection goals. Alicia also highlighted key product categories that can substantially reduce energy and GHG emissions while also saving money.

Dare Wenzler, Director of Business Development at Carbonfund.org, described their new CarbonFree eco-label, which is the first certification for carbon-neutral products in the United States. Carbonfund.org provides carbon offsets to individuals, businesses and organizations to reduce and offset their climate impact.

This webinar recording will help purchasing agents and policy-makers who are seeking to reduce their organization's carbon footprint as well as their budget.



# Other Member Benefits

- Job Postings (email [info@responsiblepurchasing.org](mailto:info@responsiblepurchasing.org))
- Member News
- RPN Member Logo
- Member Certificate and “Eco-Purchasing”



# Membership Administration

## Member Profile

- Allows for interaction and communication between RPN members via Member Directory



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office electronics

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### RPN Highlights



#### Register Today for RPN's Upcoming Webinar on Jan. 19!

The New and Prospective Member Orientation and Sustainable Purchasing 101 webinar will cover RPN's membership resources and important first steps for your green purchasing program that shouldn't be

missed. ☐ [More](#)



#### Purchasing for Climate Protection Webinar, featuring Carbonfund.orgm Now Available

RPN Members now have access to the webinar slides and recording, which featured useful strategies on how to cut greenhouse gas emissions through purchasing. ☐ [More](#)



#### ABAG Buying Green ... Buying Smart II Recordings Now Available

The conference, hosted on Oct. 20 in Oakland, CA, featured several guest speakers to discuss their EPP policies and programs and a product prioritization exercise. ☐ [More](#)



#### RPN is Expanding!

To better serve you, RPN is teaming up with the staff of the Green Purchasing Institute (GPI), another organization that has been providing technical support directly to states, local governments, school districts and other nonprofit organizations on a wide array of sustainable purchasing initiatives since 2004. ☐ [More](#)


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Bay-Area Environmental  
Consulting Network

Chesapeake College

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[See our Privacy Policy](#)

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Check/Uncheck all share boxes: ☐

First Name:

Last Name:

Email:

Website:  Share? ☒


Phone Number:   -

Fax Number:   -

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Phillip Kobernick  
RPN Manager,  
  
1201 Martin Luther King Jr Way  
Oakland, CA 94612

[phillip@newdream.org](mailto:phillip@newdream.org)  
Phone: (501) 547-5475  
[www.responsiblepurchasing.org](http://www.responsiblepurchasing.org)

**Product Interests:**  
Carpet, Cleaners, Computers, Electricity, Fleet Vehicles, Janitorial Supplies, Lighting, Office Electronics, Paint, Paper

**General Procurement Interests:**  
Implementation Practices, Policies, Specifications, Standards

**Social & Environmental Interests:**  
Air, Energy, Human Health & Hazardous Substances, Land, Manufacturing & Retailing, Materials, Social Responsibility, Water

**Experience, Qualifications, Affiliations:**  
B.A. University of California, Los Angeles (UCLA). Phillip joined RPN shortly after graduating from UCLA with a strong interest in sustainability and supply chain management. As the previous fellow for RPN, he

# Membership Administration

## Affiliate Membership

- Everyone in your organization has access to your RPN membership!
- Use unique affiliate link sent via e-mail
- If link is lost, e-mail  
`membership@responsiblepurchasing.org`

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### Affiliate Member Enrollment

Use this form to enroll as an Affiliate Member and subscribe to our e-newsletter. Once enrolled, you will receive a username and password, allowing you access to our Discussion Forums, Purchasing Guides, Product Database, Member Directory, and more.

If you are already registered with our website (i.e. you have a username and password but you have not yet enrolled as a Member), [login here](#) to prefill information from your current user profile.

**Note:** \* denotes required field

Account Information

Email (username)\*:

Password\*:

Confirm Password\*:

Contact Information

First Name\*:

Last Name\*:

Contact Phone\*: (  )  -  Ext.

Your Title\*:

Organization\*:

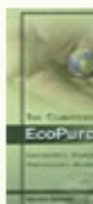
# Membership Administration

## Member Directory

- Allows you to connect with other RPN members interested in green procurement
- Accessible ONLY by RPN members
- Advanced search


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### RPN Highlights



#### Join us January 21st for an RPN New and Prospective Member webinar

Whether your organization has recently joined RPN or is considering membership, please join us for our New and Prospective Member Orientation and learn how to get the most out of your RPN membership. ☐ [More](#)



#### Center for a New American Dream and RPN Receive Green Business Certification

Montgomery County, Maryland awarded the Center for a New American Dream their new Green Business Certification. A press conference held December 16 showcased the inaugural group of 11 organizations operating in

### Look Who's Joined RPN

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**State Of Maryland**

**City Of Mountain View**


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## Member Directory




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Or you can use our [Advanced Search](#).

**Browse All Members** 76-100 of 630

Pages: << < 1 2 3 4 5 6 7 8 9 10 11 12 13 14 > >>

Organization	State	
California Environmental Protection Agency	ca	<a href="#">Bert Wenzel</a>
California Environmental Protection Agency	CA	<a href="#">Piper Miguelgorry</a>
California Environmental Protection Agency	CA	<a href="#">Fareed Ferhut</a>
California Environmental Protection Agency	CA	<a href="#">Rick Hicks</a>
California Environmental Protection Agency	CA	<a href="#">Marshall Graham</a>
California Environmental Protection Agency	CA	<a href="#">Cindi Rumenapp</a>
Cambridge Health Alliance	MA	<a href="#">John Sullivan</a>
Cameron-Cole, LLC	NY	<a href="#">Eric Mehlhoff</a>
cannedwater4kids inc.	WI	<a href="#">Gregory Stromberg</a>
Carbon Fund.org Foundation		<a href="#">Paul Burman</a>
Catholic Relief Services	MD	<a href="#">Jacqueline DeCarlo</a>
Catholic Relief Services	MD	<a href="#">Barbara Myers</a>
Center for a New American Dream	MD	<a href="#">Anne Maynard</a>
Charter School Institute	CO	<a href="#">Zena Trujillo</a>
City of Austin	TX	<a href="#">Alison Von Stein</a>
City of Austin	TX	<a href="#">Colleen Athey</a>
City of Austin	TX	<a href="#">Roy Rivers</a>
City of Austin	TX	<a href="#">Mick Osborne</a>







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### Search the RPN Member Directory

Use any combination of the fields below to search our member directory.

Name (first/last):

**note:** please add a \ before an apostrophe in a person's name

Organization:

City:

State:

Zip:  Everywhere  of  (zip code)

Country:

Click your mouse while pressing the control button on your keyboard to select multiple interests

**Product Interests:**

Carpet  
Cleaners  
Computers  
Electricity  
Fleet Vehicles  
Janitorial Supplies  
Lighting  
Office Electronics  
Paint  
Paper

**General Procurement Interests:**

# How to Join/Dues

Annual Membership Dues (1/2/3 year rate)			
Check appropriate box	1 year	2 year	3 year
<input checked="" type="checkbox"/> Federal Agency	<input type="checkbox"/> \$500	<input type="checkbox"/> \$950	<input type="checkbox"/> \$1,350
<input checked="" type="checkbox"/> State Agency (based on population)			
5 million or less	<input type="checkbox"/> \$250	<input type="checkbox"/> \$475	<input type="checkbox"/> \$675
More than 5 million	<input type="checkbox"/> \$500	<input type="checkbox"/> \$950	<input type="checkbox"/> \$1,350
<input checked="" type="checkbox"/> Municipal Agency (based on population)			
15,000 or less	<input type="checkbox"/> \$250	<input type="checkbox"/> \$475	<input type="checkbox"/> \$675
15,001-250,000	<input type="checkbox"/> \$350	<input type="checkbox"/> \$665	<input type="checkbox"/> \$945
More than 250,000	<input type="checkbox"/> \$500	<input type="checkbox"/> \$950	<input type="checkbox"/> \$1,350
<input checked="" type="checkbox"/> Educational Institution (based on student population)			
5,000 or less	<input type="checkbox"/> \$250	<input type="checkbox"/> \$475	<input type="checkbox"/> \$675
More than 5,000	<input type="checkbox"/> \$500	<input type="checkbox"/> \$950	<input type="checkbox"/> \$1,350
<input checked="" type="checkbox"/> Student and Nonprofit			
Nonprofit organization	<input type="checkbox"/> \$175	<input type="checkbox"/> \$330	<input type="checkbox"/> \$470
Student	<input type="checkbox"/> \$50	<input type="checkbox"/> \$95	<input type="checkbox"/> \$135
<input checked="" type="checkbox"/> Business Membership (based on annual sales)			
Less than \$10 million	<input type="checkbox"/> \$350	<input type="checkbox"/> \$665	<input type="checkbox"/> \$945
\$10 million - \$100 million	<input type="checkbox"/> \$500	<input type="checkbox"/> \$950	<input type="checkbox"/> \$1,350
\$101 million - \$1 billion	<input type="checkbox"/> \$700	<input type="checkbox"/> \$1,330	<input type="checkbox"/> \$1,890
More than \$1 billion	<input type="checkbox"/> \$1,500	<input type="checkbox"/> \$2,850	<input type="checkbox"/> \$4,050

**Membership Pledge**  
(Please sign below. Commitment to the RPN pledge is required.)  
  
“I pledge that my organization will strive to use its purchasing power to maximize environmental stewardship, protect human health, and support local and global sustainability.”  
  
Your signature \_\_\_\_\_  
Date \_\_\_\_\_

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**Phillip Kobernick**

**1201 Martin Luther King Jr Way**

**Oakland, CA 94612**

**510.547.5475**

**[phillip@responsiblepurchasing.org](mailto:phillip@responsiblepurchasing.org)**

# Stay Connected to RPN

**Christina Hug,  
RPN Marketing Manager**



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**Responsible Purchasing Network (RPN)** is an international network of buyers dedicated to socially responsible and environmentally sustainable purchasing. Our membership program and consulting services provide institutional purchasers with cutting edge procurement tools and resources designed to save money, conserve resources, reduce waste, and improve efficiency.

To learn about membership benefits and consulting services, please [click here](#).

Please subscribe to our email lists by clicking "Subscribe Now" on the left to stay in touch with RPN news and new responsible purchasing resources.

**RPN Highlights**



**Register Today for RPN's Upcoming Webinar on Jan. 19!**  
The New and Prospective Member Orientation and Sustainable Purchasing 101 webinar will cover RPN's membership resources and important first steps for your green purchasing program that shouldn't be missed. [More](#)



**Purchasing for Climate Protection Webinar, featuring Carbonfund.orgm Now Available**  
RPN Members now have access to the webinar slides and recording, which featured useful strategies on how to cut greenhouse gas emissions through purchasing. [More](#)

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Would you like to have a speaker from RPN at your event? [Click here](#) to use our simple request form.

Webinar	Date/Time
<a href="#">Advanced Green Purchasing Through the Use of Trusted Ecolabels</a>	Jan. 20, 2011 11 AM -12:30 PM (PST)

**Advanced Green Purchasing Through the Use of Trusted Ecolabels**  
Jan. 20, 2011 11 AM -12:30 PM (PST)



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Responsible Purchasing Network (RPN) is an international network of buyers dedicated to socially responsible and environmentally sustainable purchasing.  
<http://www.responsiblepurchasing.org/>

Information

Location:  
1201 Martin Luther King Jr Way  
Oakland, CA, 94612

Founded:  
2007

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Responsible Purchasing Network Happy New Year everyone! Be sure to start 2011 off right with our Sustainable Purchasing 101 + RPN Orientation Webinar! Register today, and tune in January 19th.  
84 Impressions · 0% feedback  
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Responsible Purchasing Network created an event.

Webinar: Sustainable Purchasing 101 and RPN Orientation

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### ABAG Buying Green ... Buying Smart II Recordings Now Available

The conference, hosted on Oct. 20 in Oakland, CA, featured several guest speakers to discuss their EPP policies and programs and a product prioritization exercise. [More](#)



### RPN is Expanding!

To better serve you, RPN is teaming up with the staff of the Green Purchasing Institute (GPI), another organization that has been providing technical support directly to states, local governments, school districts and other nonprofit organizations on a wide array of sustainable purchasing initiatives since 2004. [More](#)



### Tracking and Reporting Responsible Purchasing Webinar Now Available for Download

The presentation slides and video recording to RPN's most popular Webinar are now available for download. Learn how your organization can better track its socially responsible and environmentally preferable purchasing. [More](#)



### RPN Model Responsible Purchasing Report Now Available

The RPN Model Responsible Purchasing Report is now available to download for RPN members. This report helps purchasers track their responsible purchasing and create their own responsible purchasing report. [More](#)



### ENERGY STAR Q&A Webinar Recording and Slides Now Available

The Webinar, featuring Maria Vargas of ENERGY STAR, presented new changes in the certification program and included a thorough Q&A. [More](#)

### Look Who's Joined RPN

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**Thank You!**

**Christina Hug**

**1201 Martin Luther King Jr Way**

**Oakland, CA 94612**

**510.547.5475**

**[christina@responsiblepurchasing.org](mailto:christina@responsiblepurchasing.org)**



# Join RPN

## Because Every Purchase Matters.

### Membership Benefits:

- ▶ Model policies and specifications
- ▶ Green purchasing webinars
- ▶ Certified green products database
- ▶ Expert sustainability speakers
- ▶ Responsible Purchasing Awards

### Consulting Services:

- ▶ Custom green specifications
- ▶ Green purchasing policies
- ▶ Life Cycle Analyses
- ▶ Green office audits
- ▶ Cost-saving green practices