

Department of Environmental Protection

**POLICY**

**SUBJECT:** PURCHASING ENVIRONMENTALLY PREFERABLE PRODUCTS

**PURPOSE:** To establish guidance for purchasing products and services that minimize environmental impacts, meet the environmental goals of our Agency, and demonstrate that the Department of Environmental Protection (DEP) is setting a positive example as the state's lead environmental agency through its responsible stewardship of environmental resources.

To implement DEP Lean Team recommended improvements to the purchasing process, including the need to create procedures to increase the use of green products, and Team Charter statement, *"there is a need for a more standardized and efficient entry, approval, processing and delivery of goods and services within the agency."*

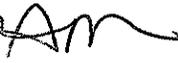
**POLICY:** It is the policy of DEP to purchase products and services that meet environmental goals of this Agency and the State by purchasing environmentally preferable products that minimize environmental impacts.

Purchasing preference will be given to products that have these characteristics:

1. Are made from the highest percentage of post-consumer recycled content (refers to finished materials that would normally be thrown away as solid waste at the end of its intended use; does not include manufacturing trim or scrap wastes);
2. Can be recycled, are reusable or contain reusable parts (rechargeable batteries, refillable pens, etc.);
3. Are less toxic and less detrimental to human health and to the environment;
4. Contain as little packaging as possible and therefore generate less waste;
5. Are multifunctional (i.e., scanner/copier/printers, multipurpose cleaners) and serve to decrease the total number of products purchased;
6. Reduce air, land, and/or water pollution;
7. Reduce greenhouse gas emissions or are made with renewable energy (i.e. ENERGY STAR computers, hybrid company cars).

A list of environmentally preferable items that meet these characteristics can be found on the purchasing page of Inside DEP.

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**Issued by:** Commissioner Amey Marrella 

**Date:**

5/3/10