DEPARTMENT OF ECOLOGY State of Washington

Office Paper

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Responsible Purchasing Attributes

- ☑ Climate change
- ☑ Energy efficiency
- ☑ Product miles
- ☑ Recyclability
- ☑ Recycled content
- ☑ Toxic chemical reduction

Benefits of Purchasing

- ☑ Supports and stimulates local industries.
- ☑ Reduces toxic chemicals.
- ☑ Local purchasing can reduce costs related to long distance shipping.
- ☑ Reduces resource consumption and landfill use.

Goal: Reduce overall use of paper, provide information regarding requirement to purchase 100 percent recycled content when paper is required, and optimize the rate of recycling.

Substitute House Bill (SHB)2287 was signed into law by Governor Chris Gregoire in May 2009 and went into effect on July 26, 2009. This new state law requires:

- The use of 100 percent recycled content paper in office printers and copiers.
- A 30 percent reduction in the amount of paper purchased.
- The recycling of all spent paper.

See Washington's Paper Conservation and Recycling Act: Guidance for State Agencies for specific information about how to implement the new state laws.

The city of Seattle has developed a highly successful reduction for state agencies to consider. In 2005, the city launched the Paper Cuts Program to reduce its paper purchase and save money. The top five recommendations for paper reduction include:

1. Observe your paper use.
2. Print and copy on both sides of the paper (duplex).
3. Save paper and space by storing your documents electronically.
4. Send, request, and circulate electronic copies.
5. Use Print Preview to print only the pages you need instead of the entire document.

Standards

Purchase paper that has the Forest Stewardship Council (FSC) chain of custody certification to ensure that new pulp fibers are derived from sustainably managed forests.

The Chlorine-Free Products Association certifies that chlorine is not used in the manufacture of new and recycled content papers. They have two certifications: Totally Chlorine-free (TCF) for new fiber paper and Processed Chlorine-free (PCF) for recycled content paper.

How to Buy

The Office Depot State Contract #09205 provides competitively priced office supplies.

Leading the Way – Washington State Department of Ecology

The Washington State Department of Ecology (Ecology) switched to 100 percent recycled content process chlorine-free paper in 2002. It was the first state agency in Washington to do so.

Ecology also switched its printers to default to duplex printing and launched an agency-wide paper reduction campaign. Included in this campaign were reductions in the numbers of printers.

Even with a twelve percent staff increase since fiscal year 2003, paper use decreased by six percent.

Every ton of paper (400 reams) made from 100 percent post-consumer waste (PCW) instead of 30 percent PCW, saves about:

- ✓ **17 trees**
- ✓ **6,000 gallons of water**
- ✓ **12 BTUs of energy**
- ✓ **1,479 pounds of greenhouse gases**

Environmentally Preferable Purchasing

The Department of Ecology offers tools and resources to make environmentally preferable purchasing easier.

Find out about environmentally preferable products, standards and certifications, law and directives, and more at our website:

www.ecy.wa.gov/beyondwaste/epp.html

Contact:
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Resources

Chlorine-free Products Association

City of Seattle Paper Cuts Program

Green Seal Choose Green Report Office Supplies

Forest Stewardship Council

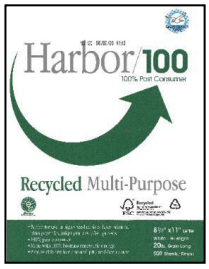
Product Performance

Paper that is 100 percent recycled content performs just as well as 100 percent new fiber paper or papers with mixed new and recycled content.

Recycled content paper does not cause jamming of printers and copiers. Print and copier manufacturers do not void warranties when recycled content paper is used.

The average ream of paper weighs around five pounds. When paper is purchased near where it is manufactured, greenhouse gases related to transportation are reduced.

Gray's Harbor Paper is the sole manufacturer of 100 percent recycled content paper in the western United States. It is available on the state contract with Office Depot for $42.95 per case.



End of Life

SHB2287 requires that all office paper must be recycled into new paper at the end of life. Currently, most recycled paper in Washington is shipped to China.

In fiscal year 2008, state agencies used 2,578 tons of copy paper in agency printers. To understand the quantity of office paper used, the city of Seattle estimates from its tonnage that it used a stack of paper roughly equivalent to the height of two Mount Rainiers in fiscal year 2008. Washington State agencies' fiscal year 2008 stack is equivalent to the height of eleven Mount Rainiers.

It is easy to see why paper reduction, purchase choices, and recycling are all important to the health of our state's environment.

Laws and Directives

SHB2287	Requires all state agencies to purchase 100 percent recycled content paper, reduce paper use by 30 percent, and recycle 100 percent of all copy and printer paper at the end of life.
RCW 43.19A	Requires all state and local governmental agencies to purchase recycled content products. The State of Washington offers a ten percent bid preference for recycled content.
Executive Order 02-03: Sustainable Practices by State Agencies	Requires sustainable practices by state agencies.

To ask about available formats for the visually impaired please call the Hazardous Waste and Toxics Reduction Program at 360-407-6700. Persons with hearing loss can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341.