

## **Environmentally Preferable Purchasing**

Rutgers is committed to actions designed to conserve and protect the environment, and will continue to implement those actions whenever possible and economically feasible. It is the objective of Rutgers to support the 3 R's of waste management, namely Reduce, Reuse, and Recycle, and conserve energy and water when purchasing supplies, equipment, and services. In so doing Rutgers intends to minimize the harmful effects of their use and final disposition upon the environment. Rutgers favors and will promote (via this contract) the use of products and services that contain the maximum level of post-consumer reusable or recyclable waste / or recyclable content, without significantly affecting the intended use of the product or service. Rutgers favors suppliers that provide environmentally friendly products, systems, technology and services or suppliers that are environmentally sensitive in their daily operations or have established environmental management programs as well. More specifically, Rutgers, through its strong commitment to environmental protection, will seek to utilize to the fullest extent possible "environmentally friendly" or "green" products which, to whatever extent possible, have the following attributes or qualities:

1. Durable, as opposed to single use or disposable items;
2. Made of recycled materials, maximizing post-consumer content;
3. Non-toxic or minimally toxic, preferably biodegradable;
4. Highly energy efficient in production and use;
5. Can be recycled, but if not recyclable, may be disposed of safely;
6. Made from raw materials obtained in an environmentally sound sustainable manner;
7. Manufactured in an environmentally sound, sustainable manner by companies with good environmental track records;
8. Cause minimal or no environmental damage during normal use or maintenance;
9. Shipped with minimal packaging (consistent with care of the product), preferably made of recycled and/or recyclable materials;
10. Produced locally or regionally (to minimize the environmental costs associated with shipping).
11. Technology or systems which help reduce and record environmental impacts.

Corporate Social Responsibility is defined as "a framework of measurable corporate policies and procedures and resulting behavior designed to benefit the workplace and, by extension, the individual, the organization, and the community." The Seven Principles of Corporate Social Responsibility are: Community; Diversity; Environment; Ethics; Financial Responsibility; Human Rights; and Safety. Rutgers holds its suppliers to the same high standards of conduct.

Please provide all information and strategies that you can share that will assist Rutgers in promoting and acquiring environmentally preferable products and services. Examples of items you may want to share are: Company/Corporate annual report or environmental management report (current or prior year) highlighting current 'green' initiatives; Documents presenting ideas for new 'green' initiatives; Company/Corporate policies regarding office recycling, reducing packaging, or participation and/or collaboration on environmental supply chain management research with our Purchasing Department (contact Purchasing Department Director for details).

Your proposal should be submitted (whenever possible) double sided on recycled paper and in electronic form.