

# Where to Buy Green?

- GSA Advantage! (CPG symbol, recycling symbol)
- DoD EMALL
- AbilityOne (formerly JWOD)
  - Skilcraft
- UNICOR
- Commercial sources
  - ABM Federal
  - Office supply stores
  - Home improvement and electronic stores



Welcome to the new GSA Advantage!

## Products

- Building & Industrial
- Furniture & Furnishings
- Hospitality, Cleaning, & Chemicals
- IT Solutions & Electronics
- Laboratory, Scientific, & Medical
- Law Enforcement, Fire, & Security
- Office Solutions
- Office Solutions-FSSI
- Recreation & Apparel
- Tools, Hardware, & Machinery
- Vehicles & Watercraft

## Services

- Advertising & Marketing Services >
- Building Material & Industrial Services >
- Energy Services >
- Engineering Services >
- Environmental Services >
- Facility Management Services >
- Financial Services >
- Furniture Services >
- HR, EEO, & Counseling Services >
- Language Services >
- Logistics Services >
- Management & Consulting Services >
- Office Services >

# Welcome

how can we be of service today?

Login to GSA Advantage!® »

## We offer the widest selection of products and services!

At GSA, we are committed to assisting Federal employees worldwide by meeting today's acquisition challenges. GSA Advantage!® is the government's premier online shopping system. With GSA Advantage!®, you'll have instant access to literally millions of high quality products, services, and solutions from thousands of approved commercial vendors.

*Thanks for choosing GSA!*



## Special Programs



**AbilityOne Program**  
One-stop shopping for available AbilityOne solutions



**Wildland Fire Program**  
Quickly locate available approved NFES products



**Disaster Relief**  
We have a full range of products and services for relief & preparedness



**Security Solutions**  
Locate critical security related products and services



**Environmental Program**  
Direct access to green products & services



**American Recovery & Reinvestment Act**  
Use GSA Contract Vehicles for Recovery/Stimulus purchases.

## Strategic Sourcing BPAs

[Strategic Sourcing Home/View all BPAs »](#)

BPA Products

BPA Services

**2012**  
Calendars and  
Planners

**NOW IN STOCK**  
click to learn more



## Environmental Program

Welcome to the GSA Environmental Program aisle on GSA Advantage.

Whether fulfilling a requirement or concerned about the environment, there are many reasons to choose environmentally sound products.

GSA Advantage offers thousands of products and services to meet your environmental purchasing goals. This Environmental page is designed to give you easy access to the wide variety of environmental products and services offered by GSA. We encourage you to purchase products designated as "Energy Star", "Recycled", "EPEAT" and more.

Note: For many products on GSA Advantage, vendors determine (self-certify) the environmental symbols listed with a product. If you have a question about a product's environmental specification, please contact the vendor directly for confirmation prior to placing order.

### Find out more about...

#### Go Green

At GSA, we offer products and services that support your Green efforts and help our nation build a clean energy future and protect the environment.

[learn more >](#)

#### GSA Environmental Policy

GSA is committed to provide world class products and services that minimizes harm to the environment, safety, and health. GSA is living up to this commitment, not only in regards to the products and services we provide customers, but also in the way we conduct internal operations.

[view GSA Environmental Policy >](#)

#### GSA's Environmental Services

Reduce your agency's environmental footprint and meet agency goals through the services available on Schedule 899.

[learn more >](#)

#### GSA's Environmental Products

Smarter Solutions for a Better Environment  
GSA offers a variety of environmentally friendly products and services to assist in your environmental procurement responsibilities.

[learn more about GSA solutions >](#)

#### Environmental Symbols

What do the environmental symbols on GSA Advantage mean?

[view the Symbol definitions >](#)

#### Recycling & Property Disposal

GSA helps federal agencies protect the environment through programs such as waste collection, recycling, and energy-saving property disposal practices.

### Go Green

GSA offers products and services that support your Green efforts and help our nation build a clean energy future and protect the environment.



[learn more about GSA's Green Initiatives >>](#)

### "Drive Green with GSA" Alternative Fuel Vehicles

Support our Planet GSA Program with AFVs



### Product Search

Look for:  in  Search

Select an environmental program below

Note: checking more than one will return only those items having all the indicators selected

- BioPreferred
- NESHAP NESHAP Compliant
- EPA Primary Metals Free
- Energy Star Compliant
- PRIME PRIME Item
- Low VOC
- CPG Item
- S.N.A.P. Approved
- WaterSense
- EPEAT

Environmental page is designed to give you easy access to the wide variety of environmental products and services offered by GSA. We encourage you to purchase products designated as "Energy Star", "Recycled", "EPEAT" and more.

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### Product Search

Look for:

in

All Categories



Search

Select an environmental program below

Note: checking more than one will return only those items having all the indicators selected

- |   |   |  |
|---|---|--|
| <input type="checkbox"/>  BioPreferred                 | <input type="checkbox"/>  GreenSeal Seal of Approval         | <input type="checkbox"/>  GreenGuard              |
| <input type="checkbox"/>  Energy Star Compliant        | <input type="checkbox"/>  NESHAP Compliant                   | <input type="checkbox"/>  EPA Primary Metals Free |
| <input type="checkbox"/>  CPG Item                     | <input type="checkbox"/>  PRIME Item                         | <input type="checkbox"/>  Low VOC                 |
| <input type="checkbox"/>  EPEAT                       | <input type="checkbox"/>  S.N.A.P. Approved                | <input type="checkbox"/>  Biodegradable         |
| <input type="checkbox"/>  FEMP Energy Efficient item | <input type="checkbox"/>  Forest Stewardship Council (FSC) | <input type="checkbox"/>  WaterSense            |

### Browse GSA MAS for environmentally related services

- ▶ [Energy Services](#)
- ▶ [Environmental Advisory Services](#)
- ▶ [Geographic Information Services \(GIS\)](#)
- ▶ [Reclamation, Recycling & Disposal Services](#)

protect the environment.

[learn more >](#)

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[view GSA Environmental Policy >](#)

### GSA's Environmental Services

Reduce your agency's environmental footprint and meet agency goals through the services available on Schedule 899.

[learn more >](#)

### GSA's Environmental Products

Smarter Solutions for a Better Environment  
GSA offers a variety of environmentally friendly products and services to assist in your environmental procurement responsibilities.

[learn more about GSA solutions >](#)

### Environmental Symbols

What do the environmental symbols on GSA Advantage mean?

[view the Symbol definitions >](#)

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[learn more >](#)

## Go Green

GSA offers products and services that support your Green efforts and help our nation build a clean energy future and protect the environment.



▶ learn more about GSA's Green Initiatives >>

## "Drive Green with GSA" Alternative Fuel Vehicles

▶ Support our Planet GSA Program with AFVs



only in regards to the products and services we provide customers, but also the way we conduct internal operations

[view GSA Environmental Policy](#)

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Reduce your agency's environmental footprint and meet agency goals through the services available on Schedule 89

[learn more](#)

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in



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Search

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> BioPreferred               | <input type="checkbox"/> GreenSeal Seal of Approval       | <input type="checkbox"/> GreenGuard              |
| <input type="checkbox"/> Energy Star Compliant      | <input type="checkbox"/> NESHAP Compliant                 | <input type="checkbox"/> EPA Primary Metals Free |
| <input checked="" type="checkbox"/> CPG Item        | <input type="checkbox"/> PRIME Item                       | <input type="checkbox"/> Low VOC                 |
| <input type="checkbox"/> EPEAT                      | <input type="checkbox"/> S.N.A.P. Approved                | <input type="checkbox"/> Biodegradable           |
| <input type="checkbox"/> FEMP Energy Efficient item | <input type="checkbox"/> Forest Stewardship Council (FSC) | <input type="checkbox"/> WaterSense              |

## Browse GSA MAS for environmentally related services

- ▶ [Energy Services](#)
- ▶ [Environmental Advisory Services](#)
- ▶ [Environmental Compliance Services](#)
- ▶ [Environmental Occupational Training Services](#)
- ▶ [Environmental Planning Services & Documentation](#)
- ▶ [Geographic Information Services \(GIS\)](#)
- ▶ [Reclamation, Recycling & Disposal Services](#)
- ▶ [Remediation Services](#)
- ▶ [Waste Management Services](#)

Home > Search Results

**Refine by Keyword**

Find all these words

- Categories**
- Office Solutions**  
 Toilet tissue(678)  
 Other Tissue papers(114)
- Hospitality, Cleaning, & Chemicals**  
 Bathroom tissue dispenser(4)  
 Drain or toilet plunger(2)

- Related Terms**
- TOILET TISSUE  
 JUMBO ROLL TOILET TISSUE  
 Toilet Paper and Toilet Seat Covers  
 Toilet Paper

**Narrow Results**  
**Contractors**  
 See all Contractors

**Photos**  
 show all  
 show only items with photos

- Socio-economic**
- Small Business(816)
  - Woman owned SB(310)
  - SBA cert disadvantaged SB(247)
  - Svc disabled vet owned SB(93)
  - Veteran owned SB(52)
  - Other than SB(35)
  - SBA cert 8(a) firm(22)

- Green/Special Features**
- CPG Compliant Items(876)
  - American Recovery and Reinvest... (857)
  - Disaster Recovery items(762)
  - GreenSeal Seal of Approval(4)
  - Biodegradable items(2)
  - PRIME Program items(1)

## Search Results - Products See Services Results >

**Criteria:**

X

and  X

and  X

and  X

Sort by:       Limit by price:

1 | 2 | 3 | 4 | 5 Next >

- |   |  |
|---|--|
| <p><b>Toilet Paper</b><br/>                 8540-01-359-0764</p> <p>Unbleached, Length: 4,500" per roll, Basis weight: 10 lbs. Toilet tissue consists of 4-1/2 x 4-1/2" perforated sheets wound around a core. Uncompressed rolls are individually wrapp...</p> <p>Mfr: N/A<br/>                 Contractor: <a href="#">GSA Global Supply</a></p>            | <p><input type="button" value="Buy/Compare"/></p> <p><b>\$68.37</b> BX<br/>                 17 days</p>    |
| <p><b>Toilet Paper</b> NFES: 0142<br/>                 8540-00-530-3770</p> <p>White, Length: 4,800", SKILCRAFT, Basis weight: 10-lbs. (NFES #0142) Single-ply. Toilet tissue consists of 4 x 4" perforated sheets wound around a core. Uncompressed rolls are indi...</p> <p>Mfr: NIB<br/>                 Contractor: <a href="#">GSA Global Supply</a></p> | <p><input type="button" value="Buy/Compare"/></p> <p><b>\$59.27</b> BX<br/>                 2-7 days</p>  |
| <p><b>Toilet Paper</b><br/>                 8540-01-380-0690</p> <p>White, Length: 2,200", SKILCRAFT, Basis weight: 17-lbs. Two-ply. Toilet tissue consists of 4 x 4" perforated sheets wound around a core. Uncompressed rolls are individually wrapped...</p> <p>Mfr: NIB<br/>                 Contractor: <a href="#">GSA Global Supply</a></p>            | <p><input type="button" value="Buy/Compare"/></p> <p><b>\$51.63</b> BX<br/>                 2-7 days</p>  |

## Categories

### Office Solutions

Toilet tissue(656)  
Other Tissue papers(111)

### Hospitality, Cleaning, & Chemicals

Bathroom tissue dispenser(3)  
Drain or toilet plunger(2)

## Related Terms

TOILET TISSUE  
JUMBO ROLL TOILET TISSUE  
AbilityOne items  
Toilet Paper and Toilet Seat Covers

## Narrow Results

### Contractors

See all Contractors

### Photos

show all  
show only items with photos

### Socio-economic

Small Business(801)  
Woman owned SB(298)  
SBA cert disadvantaged SB(239)  
Svc disabled vet owned SB(91)  
Veteran owned SB(52)  
Other than SB(31)  
SBA cert 8(a) firm(22)

### Green/Special Features

CPG Compliant Items(857)  
American Recovery and Reinvest...  
(838)  
Disaster Recovery items(746)  
PRIME Program items(1)

### Manufacturer

LAGASSE, INC.(167)  
LAGASSE/KIMBERLY CLARK(98)  
MARCAL PAPER MILLS, INC.(55)  
LAGASSE/GEORGIA PACIFIC(47)  
NIB(38)  
GEORGIA PACIFIC(37)  
KIMBERLY CLARK(35)

and [All Products](#) X

and [Other environmental items](#) X

Sort by:

Limit by price:

### Toilet Paper

8540-01-359-0764

Unbleached, Length: 4,500" per roll, Basis weight: 10 lbs. Toilet tissue consists of 4-1/2 x 4-1/2" perforated sheets w

**Mfr:** N/A

**Contractor:** [GSA Global Supply](#) ✓

### Toilet Paper

8540-00-530-3770

White, Length: 4,800", SKILCRAFT, Basis weight: 10-lbs. (NFES #0142) Single-ply. Toilet tissue consists of 4 x 4" per

**Mfr:** NIB

**Contractor:** [GSA Global Supply](#) ✓

### Toilet Paper

8540-01-380-0690

White, Length: 2,200", SKILCRAFT, Basis weight: 17-lbs. Two-ply. Toilet tissue consists of 4 x 4" perforated sheets w

**Mfr:** NIB

**Contractor:** [GSA Global Supply](#) ✓

### Toilet Paper

8540-01-055-6094

White, Length: 4,500", SKILCRAFT, Comes in compressed rolls. Single-ply toilet tissue consists of unperforated single

## Categories

### Office Solutions

Toilet tissue(678)

Other Tissue papers(114)

### Hospitality, Cleaning, & Chemicals

Bathroom tissue dispenser(4)

Drain or toilet plunger(2)

## Related Terms

TOILET TISSUE

JUMBO ROLL TOILET TISSUE

Toilet Paper and Toilet Seat Covers

Toilet Paper

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### Photos

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show only items with photos

### Socio-economic

Small Business(816)

Woman owned SB(310)

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American Recovery and Reinvest...  
(857)

Disaster Recovery items(762)

GreenSeal Seal of Approval(4)

Biodegradable items(2)

PRIME Program items(1)

### Manufacturer

LAGASSE, INC.(163)

LAGASSE/KIMBERLY CLARK(98)

MARCAL PAPER MILLS, INC.(49)

LAGASSE/GEORGIA PACIFIC(47)

NIB(38)

LAGASSE/MARCAL(34)

GEORGIA PACIFIC(32)

See all Manufacturers

### Source

AbilityOne items(59)

GSA Global Supply items(25)

BPA Items(11)

and [CPG Compliant Items](#)

and [All Products](#)

Sort by:

### Toilet Paper

8540-01-359-0764

Unbleached, Length: 4,500" per roll, Basis

Mfr: N/A

Contractor: [GSA Global Supply](#)

### Toilet Paper

8540-00-530-3770

White, Length: 4,800", SKILCRAFT, Basis

Mfr: NIB

Contractor: [GSA Global Supply](#)

### Toilet Paper

8540-01-380-0690

White, Length: 2,200", SKILCRAFT, Basis

Mfr: NIB

Contractor: [GSA Global Supply](#)

### Toilet Paper

8540-01-055-6094

White, Length: 4,500", SKILCRAFT, Com

Mfr: NIB

Contractor: [GSA Global Supply](#)

### Toilet Seat Cover

8540-00-965-5790

## Green Purchasing Plan



Division of Environmental Quality and Protection (WO-280)

April 2009



- Green Purchasing Plan issued July 6, 2009 by WO Instruction Memorandum 2009-166

# Acquisition Personnel & COs

## Responsibilities [BLM GPP Section 7.1]

- Review all procurement actions to ascertain whether green products or services are appropriate
- Incorporating appropriate green FAR clauses
- Ensuring written justification is prepared if EPA-designated product(s) not purchase
- Accurately completing the FPDS to report green procurement actions

# Requisitioners and Credit Card Purchasers Responsibilities [BLM GPP Section 7.2]

- Identifying and documenting whether green products and services are available and satisfy price, availability, and performance requirements
- Ensuring documentation including justification for not purchasing EPA-designated items is prepared
- Providing contract oversight ensuring green procurement requirements are met

# Annual Green Purchasing Review

[BLM GPP Section 9.5.1]

- Each State, Center, and Washington Office Green Purchasing Coordinator is responsible for conducting an annual review of their respective organization's Green Purchasing Program.
- The issues to be reviewed and the form on which the review is to be documented are provided as Appendix 5: "Procedures for Annual Review and Monitoring of Green Purchasing."
- This completed document is to be maintained for five years. This annual review is required by the FAR Section 23.404(a) (3) (iv).



EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

November 23, 2009

OFFICE OF FEDERAL  
PROCUREMENT POLICY

MEMORANDUM FOR FEDERAL AGENCY ENVIRONMENTAL EXECUTIVES  
AGENCY SENIOR PROCUREMENT EXECUTIVES

FROM:

Lesley A. Field  
Acting Administrator  
Office of Federal Procurement Policy

Michelle Moore  
Federal Environmental Executive  
Office of the Federal Environmental Executive

SUBJECT:

Survey on FY 2009 Green Purchasing Requirements

The purpose of this memorandum is to request your agency complete the annual survey of its green purchasing, recycling, and chemicals management activities by responding to the Office of Management and Budget (OMB) MAX federal community (Max) webpage no later than January 15, 2010.

Section 6002 of the Resource Conservation and Recovery Act (RCRA) and section 9002 of the Farm Security and Rural Investment Act (FSRIA) require the Office of Federal Procurement Policy (OFPP) to report to Congress every two years on the

## Appendix 5



### Green Purchasing Annual Review and Monitoring Form

The Green Purchasing Program Coordinator will conduct an annual review of to ensure full compliance with the BLM Green Purchasing Plan requirements. The review will cover the program components below. Yes/No responses to be provided in the "Date Reviewed" column along with the date the review was completed. If the response to a question warrants a further action provided a brief description in the "Corrective Action" column.

Program Component	Date Reviewed	Corrective Action
<i>Promotion program</i>		
Are all employees aware of green purchasing requirements?		
Are contracting officers trained on green purchasing requirements?		
Are all credit card holders trained on green purchasing requirements?		
Are credit card approving officials trained on green purchasing requirements?		
Have employees been briefed on all changes to green procurement requirements and policy?		
Employee intake – Are all new employees trained or made aware of federal green requirements?		
Is the training adequate or does it need improvement?		
<i>Verification of Green Purchases</i>		
Do contract files have correct documentation? (clauses, justification for not purchasing EPA-designated products, etc.)		
Are credit card approving officials reviewing statements to determine if environmentally preferable products are purchased?		
Are environmentally preferable products specified in construction and other contracts?		

Program Component	Date Reviewed	Corrective Action
<i>Procedures for Annual Review and Monitoring</i>		
Have micro-purchases and government credit card purchases been reviewed?		
Are justifications prepared when EPA-designated recovered/recycled content products are not purchased?		
Have a sampling of justifications been reviewed to determine if they are valid?		
<i>Preference Program [this section for WO and NOC only]</i>		
Does the BLM website need to be updated?		
New products or requirements for US EPA CPG/ EPP?		
New requirements or products for US EPA Energy Star <sup>®</sup> , WaterSense, or other related programs		
New requirements or products for USDA Biobased program?		
New Executive Orders, regulations, laws or other related requirements?		
Does the BLM GPP policy document need to be updated?		
Have there been new FAR clauses or other required supplemental documents developed?		
Have all relevant FAR clauses and other required supplemental documents been incorporated into policy, program handbook, and contracts?		

## **DSD SS & Center Business Div. Dir.**

### **Responsibilities [BLM GPP Section 7.5]**

- Promoting the BLM's GPP.
- Ensuring that all personnel are trained in green procurement and that such training is tracked, managed, and reported as necessary.
- Ensuring that all personnel involved in the procurement process are aware of, competent to, and accountable for complying with green procurement requirements relevant to their procurement/purchasing action(s).
- Routinely evaluating the performance of their State or Center relative to their green procurement objectives and targets.



# United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

P.O. Box 2965

Portland, Oregon 97208



In Reply Refer to:  
1510 (OR-952) I

February 19, 2008

EMS TRANSMISSION 02/21/2008  
Information Bulletin No. OR-2008-038

To: All Oregon State Office Employees  
From: Deputy State Director for Management Services  
Subject: Purchase Requirements for Recycled Content Products and Energy Efficient Products

A review of products purchased by the State Office was conducted by the Compliance Assessment – Safety, Health, Environment (CASHE) Team during the August 2007 audit. This review demonstrated that environmentally-preferable products are not being consistently purchased. The purchases include items that are required to contain recycled products such as paper and remanufactured printer cartridges. In addition, the State Office is not consistently purchasing energy efficient Energy Star products such as copiers, printers, and refrigerators.

Individuals with purchase card authority are reminded of the following:

### Recycled-Content Products

The following table is a list of common office products found by the CASHE Team at the State Office for which environmentally preferable versions that meet the Comprehensive Procurement Guidelines (CPG) minimum recycled content are readily available and must be purchased.

CPG Category	Product	Minimum Post-Consumer Recycled Content	Total Recovered Paper Fiber or Total Recovered Content
Paper products	Printer, fax machine, copier, and tablet paper	30%	30%
Paper products	White and manila envelopes	10-20%	10-20%
Paper products	File folders colored and manila, and hanging	30%	30%
Paper products	Hanging multicolored file folders	20%	20-50%
Paper products	General purpose wipes for cleaning	40%	40-100%
Non-paper office products	Plastic-covered 3-ring binders	N/A	25-50%
Non-paper office	Solid plastic 3-ring binders	HDPE 90%	HDPE 90%

CPG Category	Product	Minimum Post-Consumer Recycled Content	Paper Fiber or Total Recovered Content
Paper products	Printer, fax machine, copier, and tablet paper	30%	30%
Paper products	White and manila envelopes	10-20%	10-20%
Paper products	File folders colored and manila, and hanging	30%	30%
Paper products	Hanging multicolored file folders	20%	20-50%
Paper products	General purpose wipes for cleaning	40%	40-100%
Non-paper office products	Plastic-covered 3-ring binders	N/A	25-50%
Non-paper office	Solid plastic 3-ring binders	HDPE 90%	HDPE 90%

2

products		PE 30-50% PET 100%	PE 30-50% PET 100%
Non-paper office products	Toner cartridges for printers, copiers, fax machines	Misc. plastics 80% Remanufactured	Misc. plastics 80% N/A

The complete list of designed products and their recycled content specification can be found at: <http://www.epa.gov/epaoswer/non-hw/procure/products.htm>. Suppliers of those products can be found at: <http://www.epa.gov/epaoswer/non-hw/procure/database.htm>. The General Services Administration Advantage web-site allows for searches for products that are: CPG compliant, environmentally friendly, non-toxic, recycled content products, and items manufactured from minority firms and groups.

### Energy-Efficient Products

Energy Star standards have been developed for over 50 products including the following:

Appliances	Heating & Cooling	Home Envelope
<a href="#">Battery Chargers</a>	<a href="#">Air-source Heat Pumps</a>	<a href="#">Home Sealing (Insulation and Air Sealing)</a>
<a href="#">Clothes Washers</a>	<a href="#">Boilers</a>	<a href="#">Roof Products</a>
<a href="#">Dehumidifiers</a>	<a href="#">Central AC</a>	<a href="#">Windows, Doors, &amp; Skylights</a>

# NOC Responsibilities [BLM

## GPP Section 7.3.3]

- Development of content for web-based training related to green purchasing. This includes, but is not limited to training for acquisition personnel, engineering, fire, administrative, and credit card holders.
- Maintaining standard specifications for construction, leasing, and janitorial services that incorporate green procurement requirements.
- Reviewing whether BLM offices and staff are following the requirements in this Green Purchasing Plan while performing a CASHE audit.

# BLM GPP Training Requirements

- Each State, Center, and WO designate a Green Purchasing Coordinator
- Section 9.3.1 – Acquisition Personnel complete training within six months
- Section 9.3.2 – Credit Card holders complete web based training
- Section 9.3.3 – Refresher training as needed when determined by the Green Purchasing Coordinator, AAMR, or CASHE audit

# Requisitioners & Charge Card Holders Roles and Responsibilities

- Identifying and documenting whether green products and services are available and can satisfy the requestor's requirements for price, availability, and performance.
- Ensuring that relevant green purchasing requirements are identified **prior to submission** of the requisition and/or purchase order
- Consulting with environmental/resource specialists and purchasing agents/contracting officers to improve and enhance purchase plans and prepare statements of work (SOW) or specifications that incorporate all green procurement requirements.

# Requisitioners & Charge Card Holders Roles and Responsibilities

- Using Purchase Cardholder Green Procurement Considerations and Guidelines Log (Green Procurement Log) to keep required documentation of purchases and attaching documentation and this log to the monthly charge card statement.
- Utilizing the Justification for NOT Purchasing an EPA-Designated Recovered/Recycled Content Product or Environmentally Preferable Product or Service Form (Appendix 2) and attaching this to the monthly charge card statement.
- Providing information for the Annual Green Purchasing Review and Report by the State Office.

## Appendix 3



### Purchase Cardholder Green Purchasing Consideration and Guidelines Log

Purchase Cardholder Name: \_\_\_\_\_ Office: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

If the purchased item is an EPA-designated recovered/recycled content product and the EPP version is not purchased a written justification using the form provided in Appendix 2 of the GPP must be prepared explaining why it was not purchased. See Section 10.4.2 of the GPP for additional information.

Date	Product Purchased for: Name of Project or Person	Name of Item Purchased	Is Item an EPP? (Yes or No)	Is Item Purchased GPP Compliant? (Yes or No)	If not a GPP-compliant purchase, circle the appropriate exemption or reason for non-compliance
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T
					A/U/G N/A C P S T

#### Legend

EPP - EPP - Environmentally Preferable Product

GPP - Green Purchasing Plan

A/U/G - Item was purchased under a mandatory purchase program (Ability One, UNICOR, GSA)

N/A - Item is not on EPA-designated recovered/recycled content product list

C - Item was not competitively available

P - Item was not available at a reasonable price

S - Item did not meet BLM technical specifications

T - Item was not available in a reasonable time

# Montana Purchase Card Tracking Form



## Appendix 2A

### Purchase Cardholder Green Purchasing Consideration and Guidelines Log

Purchase Cardholder Name: \_\_\_\_\_ Office: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

If the purchased item is an EPA-designated recovered/recycled content product and the EPP version item is not purchased, the Justification Form (Appendix 2B, the reverse side of this log) must be completed and signed by the approving official (supervisor). The original copy of this log must be attached to the charge card statement.



Date	Product Purchased for: Name of Project or Person	Name of Item Purchased	Is Item an EPP and GPP Compliant? (Yes or No)	Enter Functional Area, WBS, BOC	If not a GPPcompliant purchase, circle the appropriate exemption and complete the reverse side of this document (Appendix 2B). If "P" is circled, please indicate the GPP price and the actual purchase price.
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$
					A/U/G N/A C S T P GPP \$ Actual \$

#### Legend

EPP = EPP = Environmentally Preferable Product

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N/A = Item is not on EPA-designated recovered/recycled content product list

C = Item was not competitively available

S = Item did not meet BLM technical performance specifications

T = Item was not available in a reasonable time

P = Item was not available at a reasonable price

# Acquisition Personnel

## Roles and Responsibilities

- Reviewing all procurement requests to ascertain and validate whether green products, supplies, or services are appropriate.
- Providing assistance and guidance to facilitate purchase of green products, supplies, or services.
- Incorporating appropriate green procurement language and Federal Acquisition Regulations (FAR) clauses in contracts.
- Ensuring that all contract actions from development of solicitation through award, execution, and close-out meet relevant FAR requirements for green procurement.

# Acquisition Personnel

## Roles and Responsibilities

- Tracking green procurements on a Green Procurement Log (Appendix 3) for documentation and reporting purposes.
- Utilizing the Justification for NOT Purchasing an EPA-Designated Recovered/Recycled Content Product or Environmentally Preferable Product or Service Form (Appendix 2)
- Completing the Federal Procurement Data System – Next Generation (FPDS-NG) report to identify green procurement actions.
- Providing information for the Annual Green Purchasing Review and Report by the State Office.

# Managers and Supervisors Roles and Responsibilities

- Promoting and providing support of the state's GPIIP and task force.
- Ensuring employees receive training on the state's GPIIP and tracking completed training.
- Ensuring that employees meet GPIIP tracking and reporting procedures.
- Identifying non-compliant purchases to the appropriate individuals, program leads, and other managers to facilitate plan implementation, improve office efficiencies, and achievement of the state's GPIIP goals and objectives.

# Managers and Supervisors Roles and Responsibilities

- Utilizing and approving the Justification for NOT Purchasing an EPA-Designated Recovered/Recycled Content Product or Environmentally Preferable Product or Service Form and ensuring the form and Green Procurement Log are attached to the employees' monthly charge card statement
- Ensuring that employees participate in annual compliance reviews of acquisition actions pertaining to GPIIP.
- Recommending personnel for DOI Environmental Achievement Awards or White House Closing the Circle Awards.

# Reissuance of the BLM Green Purchasing Plan

U.S. DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT

[Print Page](#)

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
WASHINGTON, D.C. 20240  
<http://www.blm.gov/>

July 6, 2009

In Reply Refer To:  
1511 (850), 1703 (280) P

EMS TRANSMISSION 07/14/2009  
Instruction Memorandum No. 2009-166  
Expires: 09/30/2010

To: All Field Officials  
From: Deputy Director, Operations  
Subject: Transmittal of the Bureau of Land Management's Green Purchasing Plan

**Program Areas:** Procurement, Information Technology, Engineering, Environmental, and Property

**Purpose:** This Instruction Memorandum transmits the Bureau of Land Management's (BLM) Green Purchasing Plan. The Green Purchasing Plan is required by the Resource Conservation and Recovery Act (RCRA) and Executive Order (EO) 13423.

**Policy/Action:** The BLM's personnel will adhere to the requirements of the Green Purchasing Plan (Attachment 1) in order to maximize the use of environmentally friendly products and materials in all aspects of the BLM's acquisition processes.

**Timeframe:** Effective upon issuance.

**Budget Impact:** No substantive effect.

**Background:** Section 6002 of the RCRA and EO 13423, "Strengthening Federal Environmental, Energy, and Transportation Management," signed by President Bush on January 24, 2007, require Federal agencies to conduct environmental, transportation, and energy-related activities that are in support of their respective missions in a manner that is environmentally, economically and fiscally sound and which emphasizes integration, continuous improvement, efficiency, and sustainability. Both RCRA and the EO require Federal agencies to establish programs for purchasing items that contain recovered materials and to maximize reduction, reuse, and recycling of materials in keeping with the Environmental Protection Agency's Comprehensive Procurement Guideline.

**Manual/Handbook Sections Affected:** No BLM Manuals or Handbooks are directly affected as a result of this Green Purchasing Plan.

# Reissuance of the BLM Green Purchasing Plan

- WO IM 2009-166 issued on July 6, 2009
- Need to re-emphasize the requirements
- New FAR and EO 13514 mandates
- Changes to FPDS-NG to facilitate tracking of green purchases
- Incorporate improvements/initiatives from the States

# Green Case Study

## Janitorial Contract Issues

- Use of hazardous cleaning products
- Paper products have 0% recycled content
- Leasing contract not enforced







**DAYCON**  
Cleaning & Maintenance Supply

**CHewing GUM REMOVER**  
QUITADOR DE GOMA DE MASCAR

**FREEZE ACTION - LEAVES NO RESIDUE**  
CAN ALSO BE USED EFFECTIVELY FOR REMOVING CANDY CRUSTS AND OTHER GUMMY SUBSTANCES

**WARNING: FLAMMABLE CONTENTS UNDER PRESSURE**  
Read carefully other cautions on back panel.

NET CONTENTS: 7 oz. (198 g.)

**DAYCON**

**CHewing GUM REMOVER**  
QUITADOR DE GOMA DE MASCAR

**FREEZE ACTION - LEAVES NO RESIDUE**  
CAN ALSO BE USED EFFECTIVELY FOR REMOVING CANDY CRUSTS AND OTHER GUMMY SUBSTANCES

**WARNING: FLAMMABLE CONTENTS UNDER PRESSURE**  
Read carefully other cautions on back panel.

NET CONTENTS: 7 oz. (198 g.)

**Johnson Wax PROFESSIONAL**

**Fine-up**  
Furniture Polish  
Polissage au citron  
de muebles de limón

**FLAMMABLE. CONTENTS UNDER PRESSURE. READ CAREFULLY.**  
**INFLAMMABLE. CONTENU SOUS PRESION. LIRE ATTENTIVEMENT.**  
**CONTENIDO ESTÁ BAJO PRESION. LEA EL PANEL EN LA PARTE POSTERIOR.**

NET / PESO NETO 15 OZ. / 425 G.

**Johnson Wax PROFESSIONAL**

**deep gloss**  
Maintainer for stainless steel  
Entretien pour l'acier inoxydable  
mantenedor para acero inoxidable

**cleans / nettoie / limpia**  
**polishes / polit / pule**  
**protects / protège / protege**

**FLAMMABLE. CONTENTS UNDER PRESSURE. READ CAREFULLY.**  
**INFLAMMABLE. CONTENU SOUS PRESION. LIRE ATTENTIVEMENT.**  
**CONTENIDO ESTÁ BAJO PRESION. LEA EL PANEL EN LA PARTE POSTERIOR.**

NET / PESO NETO 15 OZ. / 425 G.

**Johnson Wax PROFESSIONAL**

**General Purpose Spotter**  
Détachant universel  
Quitamanchas de uso general

**FLAMMABLE. CONTENTS UNDER PRESSURE. READ CAREFULLY.**  
**INFLAMMABLE. CONTENU SOUS PRESION. LIRE ATTENTIVEMENT.**  
**CONTENIDO ESTÁ BAJO PRESION. LEA EL PANEL EN LA PARTE POSTERIOR.**

NET / PESO NETO 345 mL

**Johnson Wax PROFESSIONAL**

**Multi**  
Foaming Furniture Cleaner  
Moyant moussant pour meubles  
Limpiador de Muebles con espuma

**FLAMMABLE. CONTENTS UNDER PRESSURE. READ CAREFULLY.**  
**INFLAMMABLE. CONTENU SOUS PRESION. LIRE ATTENTIVEMENT.**  
**CONTENIDO ESTÁ BAJO PRESION. LEA EL PANEL EN LA PARTE POSTERIOR.**

NET / PESO NETO 425 g / 15 OZ.

**Johnson Wax PROFESSIONAL**

**Multi**  
Foaming Furniture Cleaner  
Moyant moussant pour meubles  
Limpiador de Muebles con espuma

**FLAMMABLE. CONTENTS UNDER PRESSURE. READ CAREFULLY.**  
**INFLAMMABLE. CONTENU SOUS PRESION. LIRE ATTENTIVEMENT.**  
**CONTENIDO ESTÁ BAJO PRESION. LEA EL PANEL EN LA PARTE POSTERIOR.**

NET / PESO NETO 425 g / 15 OZ.

**WD-40**  
THE ORIGINAL  
MAGIC LUBRICANT  
NET WT. 32 OZ.

**AUTOMOTIVE TRIM**

**SILVERWARE COOKWARE**



**DAYCO**

Cleaning & Maintenance

# CHEWING GUM REMOVER

**QUITADOR DE GOMA  
DE MASCAR**

**FREEZE ACTION - LEAVES NO RESIDUE**  
CAN ALSO BE USED EFFECTIVELY FOR REMOVING  
WAX, PUTTY AND OTHER GUMMY SUBSTANCES

**WARNING: FLAMMABLE**  
**CONTENTS UNDER PRESSURE**  
Read carefully other cautions on back panel

**NET CONTENTS: 7 oz. (198 g.)**

**Time-up**™/MC

**Furniture Polish**  
**muebles au citron**  
**de muebles de limón**



**FLAMMABLE. CONTENTS UNDER PRESSURE.**  
**READ BACK PANEL CAREFULLY.**  
**AVERTISSEMENT: INFLAMMABLE. CONTENU SOUS PRESSION.**  
**LIRE L'ÉTIQUETTE AU VERSO ATTENTIVEMENT.**  
**PRECAUCIÓN: FLAMABLE. EL CONTENIDO ESTÁ BAJO PRESIÓN. LEA EL PANEL EN LA PARTE POSTERIOR CUIDADOSAMENTE.**

**NET WT. / PESO NETO 15 OZ. / 425 G 4441**

JohnsonDiversey



**maintainer for stainless steel**  
**entrepreneur pour l'acier inoxydable**  
**mantenedor para acero inoxidable**

**cleans / nettoie / limpia**

**polishes / polit / pule**

**protects / protège / protege**

**WARNING: FLAMMABLE. CONTENTS UNDER PRESSURE.**  
**Read back panel carefully.**

**AVERTISSEMENT: INFLAMMABLE. CONTENU SOUS PRESSION.**  
**Lire le panneau arrière attentivement.**

**PRECAUCIÓN: INFLAMABLE. CONTENIDO BAJO PRESIÓN.**  
**Leer atentamente el panel posterior.**

**NET WT. / POIDS NET / PESO NETO 15 OZ. (1 LB. 1 OZ.) 482G**



**CARPET  
MAINTENANCE  
CHEMICALS**

**G.T.O.**

**GREASE-TAR-OIL**

**SOLVENT SPOT REMOVER  
FOR RUGS AND CARPETS**

IF CAUSE OF SPOT IS UNKNOWN — FIRST USE  
G.T.O. — IF SPOT REMAINS,  
APPLY ALL-PURPOSE SPOTTER

**DIRECTIONS**

Spray solvent Spotter on pile fabric cloth such as wash cloths and toweling and wipe carpet toward the center of the spot so as to remove grease, tar and oil. This prevents overwetting of the carpet with solvents which could perhaps cause delamination of double backed tufted carpet.

**CAUTION**

Contains 1, 1, 1-Trichloroethane

If swallowed call a physician immediately. DO NOT INDUCE VOMITING. Use in well ventilated areas. Avoid prolonged breathing of vapor or long contact with skin.

**CONTENTS UNDER PRESSURE. DO NOT  
PUNCTURE OR INCINERATE CAN**

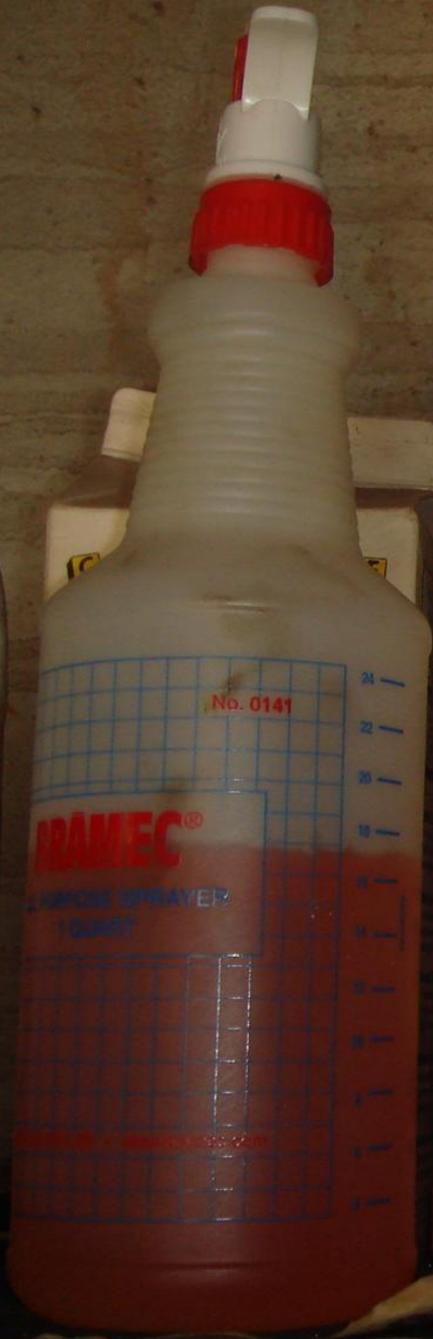
**STORE BELOW 120°F.  
MADE IN U.S.A.**

**CLAUSEN MARKETING ASSOCIATES**

P.O. Box 78  
Lynchburg, VA 24010

**DANGER: HARMFUL OR FATAL IF SWALLOWED. VAPOR HARMFUL.  
CONTENTS UNDER PRESSURE. KEEP AWAY FROM CHILDREN.  
READ CAREFULLY CAUTION ON BACK PANEL.**

**NET 128 Fluid Ounces (1 Gallon) 3.785 Liters**



**G.T.O. — IF SPOT REMAINS,  
APPLY ALL-PURPOSE SPOTTER**

## **DIRTY TICS**

**Spray solve it Spotter on pile fabric cloth such as wash cloths and toweling and wipe carpet toward the center of the spot so as to remove grease, tar and oil. This prevents overwetting of the carpet with solvents which could perhaps cause delamination of double backed tufted carpet.**

## **CAUTION**

**Contains 1, 1, 1-Trichloroethane**

**If swallowed call a physician immediately. DO NOT INDUCE VOMITING. Use in well ventilated areas. Avoid prolonged breathing of vapor or long contact with skin.**

**CONTENTS UNDER PRESSURE. DO NOT  
PUNCTURE OR INCINERATE CAN**

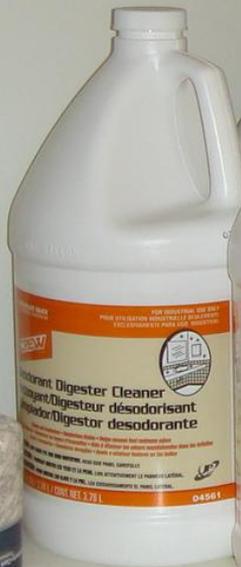
**STORE BELOW 120°F.  
MADE IN U.S.A.**

**CLAUSEN MARKETING ASSOCIATES**

**P.O. Box 76**

**Lehigh Mawr, PA 19010**

**DANGER: HARMFUL OR FATAL IF SWALLOWED. VAPOR HARMFUL.  
CONTENTS UNDER PRESSURE. KEEP AWAY FROM CHILDREN.**





0708

Johnson wax  
PROFESSIONAL

6

TRIAD™  
III

# Disinfectant Cleaner

ACTIVE INGREDIENT:	
n-Alkyl (50% C <sub>14</sub> , 40% C <sub>12</sub> , 10% C <sub>10</sub> ) dimethyl benzyl ammonium chlorides	3.90%
OTHER INGREDIENTS:	96.10%
TOTAL	100.00%

KEEP OUT OF REACH OF CHILDREN  
**DANGER**

See back panel for additional precautionary statements.

JohnsonDiversey



Product of U.S.A

NET CONTENTS: 1 GALLON

3164385

INDUSTRIAL USE ONLY  
SEULEMENT L'USAGE INDUSTRIAL

INGREDIENTS:  
Alcohol denat. (20%),  
Surfactant,  
Fragrance,  
Water.

PRECAUTIONS:  
Avoid contact with eyes,  
skin, and clothing.  
Wash hands thoroughly  
after use.

WARNING:  
Irritant to eyes,  
skin, and respiratory  
tract.

First Aid:  
If in eyes, flush with  
water for at least 15  
minutes. If on skin,  
wash with soap and  
water. If inhaled, move  
to fresh air. If  
breathing is difficult,  
call a doctor.

Environmental:  
Do not discharge into  
waterways.

04561

www.jwp.com

800-558-2332

04561

WARNING:  
IRRITATION  
AVERTISSEMENT:  
ET LA PEAU.  
ADVERTENCIA:  
LOS OJOS Y LA  
2.5L / 2.64 QL

# Disinfectant Cleaner

**ACTIVE INGREDIENT:**

n-Alkyl (50% C<sub>14</sub>, 40% C<sub>12</sub>, 10% C<sub>16</sub>) dimethyl benzyl ammonium chlorides . . . . . 3.90%

**OTHER INGREDIENTS:** . . . . . 96.10%

**TOTAL** . . . . . 100.00%

**KEEP OUT OF REACH OF CHILDREN**  
**DANGER**

See back panel for additional precautionary statements.

JohnsonDiversec

Product of U.S.A

31643

**Disposal of Infectious Material:** Blood and other body fluids should be autoclaved and disposed of according to Federal, State, and local regulations for infectious waste disposal.

## **STORAGE AND DISPOSAL**

Do not contaminate water or feed by storage or disposal.

### **PESTICIDE STORAGE:**

Do not reuse empty container.

### **PESTICIDE DISPOSAL**

Pesticide wastes are acutely hazardous. Improper disposal of excess pesticide, spray mixture, or rinsate is a violation of Federal law. If these wastes cannot be disposed of by use according to label instructions, contact your State Pesticide or Environmental Control Agency, or the Hazardous Waste representative at the nearest EPA Regional Office for guidance.

### **CONTAINER DISPOSAL**

Triple rinse, then offer for recycling or reconditioning, or puncture and dispose of in a sanitary landfill, or incineration or, if allowed by state and local authorities, by burning. If burned, stay out of smoke.



Quilted Northern<sup>®</sup> ps

Northern<sup>®</sup> ps



Quilted Northern<sup>®</sup> 75



Once again the field of chemistry has produced a product SO OUTSTANDING, SO DIFFERENT, as to REVOLUTIONIZE the process of CLEANING and POLISHING STAINLESS STEEL... removes grease, film, watermarks, finger-marks, covers scratches, leaves a hard protective coating that preserves the surface against deterioration of any kind.

**WARNING:** Contains Perchloroethylene. Vapor, harmful. Use only with adequate ventilation.

SHEILA SHINE ALSO PRODUCES MIRACULOUS RESULTS ON FORMICA, PORCELAIN AND FINE FURNITURE.

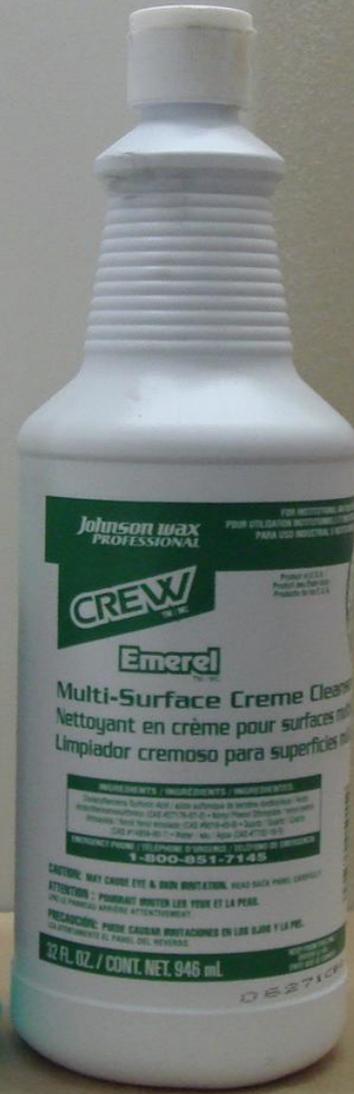
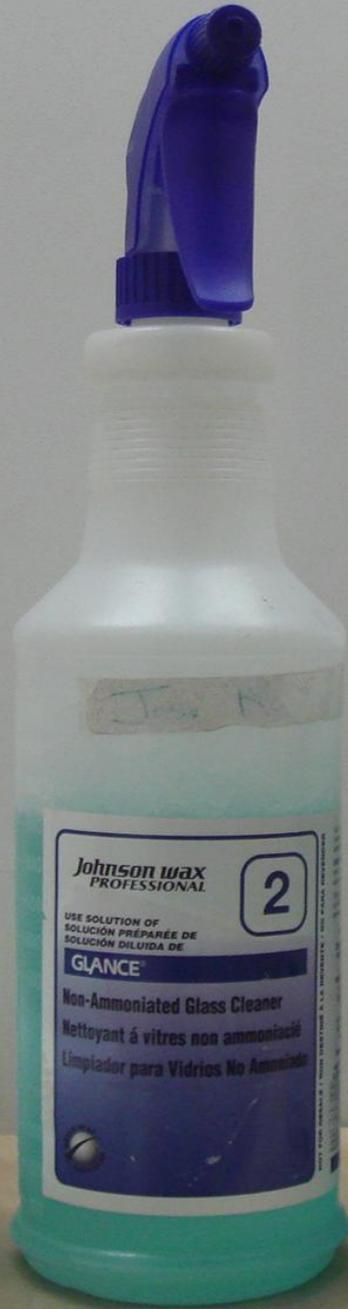
Tufflo 10 - Cas No. 64741-89-5 and 64741-88-4,  
Xylene - Cas No. 1330-20-7, Carbon Dioxide - Cas No. 124-38-8,  
Methyl Salicylate - Cas No. 119-36-8, Perchloroethylene -  
Cas No. 127-18-4, Acetone - Cas No. 67-64-1

Manufactured by  
**Sheila Shine, Inc.**

1201 N.W. 1st Avenue  
Miami, Florida 33136

[www.sheilashineinc.com](http://www.sheilashineinc.com)

RE. U.S. PAT. OFF. FED. STOCK NO.



**Johnson Wax**  
**PROFESSIONAL**

**2**

**USE SOLUTION OF  
SOLUCIÓN PRÉPARÉE DE  
SOLUCIÓN DILUIDA DE**

**GLANCE<sup>TM</sup><sub>MC</sub>**

**Non-Ammoniated Glass Cleaner**

**Nettoyant á vitres non ammoniacié**

**Limpiador para Vidrios No Amoniado**



NOT FOR RESALE / NON DESTINÉ À LA REVENTE / NO PARA REVENDE

**CAUTION**  
**ATTENTION**  
LIRE LE PA  
**PRECAUC**  
LEA ATENTA

**32 FL. OZ.**

# Green Cleaning Products

- Green cleaning products have the following environmentally responsible features:
  - Non-toxic
  - Contains no phosphates
  - Non-corrosive
  - Contains no ozone depleting compounds
  - Contains no known carcinogens
  - Contains no chlorine bleach
  - Contains no butoxyethanol
  - Contains no petroleum distillates
  - Concentrated for use in cold water
  - Safe VOC levels when diluted
  - General purpose cleaners are biodegradable

## Hazard warning on home cleaners

### Study says many use chemicals linked to fertility problems

Jane Kay, Chronicle Environment Writer

Tuesday, July 24, 2007

 PRINTABLE  E-MAIL  SHARE  COMMENTS

2-butoxyethanol  FONT SIZE:   TOOLS 

Dozens of common household cleaning products contain hidden toxic chemicals linked to fertility disorders in lab animals, according to data gathered by a women's research group.

A type of glycol ether is frequently found in popular cleaning products such as Windex Aerosol, Formula 409, Lemon Fresh Pine-Sol and Simple Green All Purpose Cleaner, says the report released today by Women's Voices for the Earth, a Montana-based nonprofit working to eliminate or reduce toxic chemicals in the home.

The chemical, called ethylene glycol butyl ether or EGBE, is on California's list of toxic air contaminants. Some animal studies indicate that it produces reproductive problems, such as testicular damage, reduced fertility, death of embryos and birth defects. People exposed to high levels of EGBE for several hours have reported nose and eye irritation, headaches, vomiting and a metallic taste in their mouths, studies show.

It's difficult for consumers to know whether their favorite cleaner contains the chemical because manufacturers aren't required to list it on the label. Neither the state nor the federal government regulates

# How do you get “green” Janitorial Services?

- Check your building lease?
- If the lease was written after July 2000 it should require “green” janitorial services
- New BLM leases written after July 2009 will have “green” janitorial services and lighting maintenance

# Green Janitorial Services

## 2.40. JANITORIAL SERVICES (JUL 2000)

(a) The Lessor shall provide janitorial services and replacement of supplies for the leased space, public areas, entrances, and all other common areas in accordance with the Janitorial Requirements/Performance Specification, shown at Table 1.

(b) Selection of Cleaning Products. The Lessor shall make careful selection of janitorial cleaning products and equipment to –

- (1) Use products that are packaged ecologically,
- (2) Use products and equipment considered environmentally beneficial and/or recycled products that are phosphate free, non-corrosive, non-flammable and fully biodegradable and
- (3) Minimize the use of harsh chemicals and the release of irritating fumes.

Examples of acceptable products may be found at

<http://pub.fss.gsa.gov/envIRON/clean-prod-catalog.html>.

(c) Selection of Paper Products. The Lessor shall select paper and paper products (i.e., bathroom tissue and paper towels) with recycled content conforming to the EPA's Comprehensive Procurement Guidelines.

# Green Janitorial & Lighting Maintenance [BLM GPP Section 9.2.3]

- Specification is to be used by all organizational units in leased or owned space when a new contract is awarded or when an option is picked up, whichever occurs first.
- BLM offices are to provide the specification to the GSA if they or their State Office is working directly with GSA on a new or renewed lease.
- Collocated or Service First BLM offices are to work with the agency that is responsible for the lease to facilitate incorporation of the green janitorial services and lighting maintenance requirements into the leasing contract.

## Appendix 4



### Environmentally Preferable Janitorial Services and Lighting Maintenance Specification

---

Green or environmentally preferable janitorial services must be purchased to the maximum extent practicable. These requirements have already been incorporated into the BLM's standard space leasing contract.

The requirements in this appendix are to be used by all organizational units in leased or owned space when a new contract is awarded or when an option is picked up whichever occurs first.

A justification must be provided when green janitorial services provisions are not used.

Please note: The janitorial service clauses in the typical GSA leasing contract are similar, but they refer to a web site for green cleaning products that does not work and they do not require use for recycled content trash bags. In addition, the GSA leasing contract does not address recycling of fluorescent lamps and other mercury containing bulbs and their proper storage. The specification provided in this Appendix has hyperlinks to web sites that identify sources for green cleaning products, paper products, and trash can liners that must be used and provided by the janitorial service contractor.

---

#### JANITORIAL SERVICES AND LIGHTING MAINTENANCE (FEBRUARY 2009)

(a) The Lessor/Janitorial Service Contractor shall provide janitorial services and replacement of supplies for the leased space, public areas, entrances, and all other common areas in accordance with the Janitorial Requirements/Performance Specification, shown as Table 1 [Note: Table 1 is site specific and must be prepared by the local office.]

(b) Selection of Cleaning Products: The janitorial contractor shall make careful selection of janitorial cleaning products and equipment to comply with the following:

1. Purchase and use green cleaning products and hand soaps that have the following environmentally responsible features:
  - Non-toxic
  - Contain no phosphates
  - Non-corrosive
  - Contain no ozone depleting compounds
  - Contain no known carcinogens
  - Contain no chlorine bleach





**Green For Oxidizing Cleaner C.L.**  
ENVIROBASIC  
Dilute with Cold Water

**Green For Degreasing**  
Greasy, Oily Soil Removal  
Dilute with Cold Water

**Green For Floors C.L.**  
Floor Cleaner to closed loop packages  
Dilute with Cold Water

**Green For General Purpose Cleaning C.L.**  
General purpose cleaning to clear water  
Dilute with Cold Water

**ServiceMASTER  
Clean**

**or™  
izing  
ner C.L.**

**Water**

Indoor Air Quality™ and for  
individuals.

**Diluya con la agua fría**

Cuenta con la certificación "Envirodesic™" de  
Quality™ y para su uso por parte de personas  
medio ambiente.

Children. Read directions carefully before using.  
Reorder#: 33514(4 X 1 Gallon) Label Code: 33514



For routine Maintenance  
of restrooms with the  
environment and safety  
in mind.

**Green For™**  
**Degreasing**  
**Greasy, Oily Soil Removal**



CCD-146E



**Dilute with Cold Water.**

Meets Environment Canada's Environmental Choice  
CCD-146E "Degreasers" Certified Cleaning Products with Low  
Potential for Environmental Illness and Endocrine Disruption.

"Envirodesic™ certified for Maximum Indoor Air Quality™ and  
for use by environmentally hypersensitive individuals."

Certified under Green Seal GS37. "This product meets Green  
Seal's environmental standard for industrial and institutional clean-  
ers based on its reduced human and aquatic toxicity and reduced  
smog production potential."

**Diluya con la agua fría**

Satisface los Criterios del Environment Canada's Environmental  
Choice™ CCD-146E "Degreasers" como producto de limpieza  
certificado, con bajo potencial de causar enfermedades relacionadas  
con el medio ambiente y alteraciones endocrinas.

Cuenta con la certificación "Envirodesic™" de Maximum Indoor  
Quality™ y para su uso por parte de personas hipersensibles al  
medio ambiente.

También posee la certificación GS37 de Green Seal.  
"Este producto satisface la norma ambiental de Green Seal de  
limpiadores industriales e institucionales, por su reducido potencial  
para los medios acuáticos y los seres humanos, así como también  
por su potencial de producir menos smog."

**Warning: May cause skin and eye irritation.**

**Keep out of reach of children. Read directions carefully before using.**

NET 1 U.S. GALLON (3.79 L)  
NETO: GALÓN DE EE UU (3.79L)

Reorder#: 33404 (4 X 1 Gallon) Label Code: 33404L

**ServiceMASTER  
Clean**



For routine  
maintenance of  
floors with the  
environment and  
safety in mind.

**Green For™**  
**Floors**  
**Floor Cleaner in cl**



CCD-146I



**Dilute with Cold Water**

Meets Environment Canada's Environmental Choice  
CCD-146I "Multipurpose Hardsurface Cleaners"™  
Product with Low Potential for Environmental Illness  
Disruption.

"Envirodesic™ certified for Maximum Indoor Air  
Quality™ and for use by environmentally hypersensitive individuals."

Certified under Green Seal GS37. "This product  
meets Green Seal's environmental standard for industrial and  
institutional cleaners based on its reduced human and aquatic tox-  
icity and reduced smog production potential."

**TO USE**

For routine  
maintenance of  
floors with the  
environment and  
safety in mind.

Application	Usage
For bucket dilution, floor cleaning, rinse solution, light duty surface cleaning.	

Use the flat mop pad with the  
solution as needed.

Wring out mop firmly.

**EQUIPMENT REQUIRED:**  
Flat Mop & Ready-To-Use



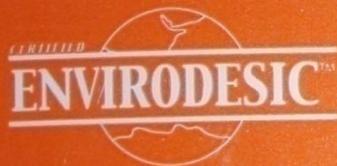
NET 1 U.S. GALLON (3.79 L)  
NETO: GALÓN DE EE UU (3.79L)

# Green For Degreasing

## Greasy, Oily Soil Removal



CCD-146E



### Dilute with Cold Water

Meets Environment Canada's Environmental Choice<sup>™</sup> Criteria CCD-146E "Degreasers" Certified Cleaning Product with Low Potential for Environmental Illness and Endocrine Disruption.

"Envirodesic<sup>™</sup> certified for Maximum Indoor Air Quality<sup>™</sup> and for use by environmentally hypersensitive individuals."

Certified under Green Seal GS37. "This product meets Green Seal's environmental standard for industrial and institutional cleaners based on its reduced human and aquatic toxicity and reduced smog production potential."

### Diluya con la agua

Satisface los Criterios del Environmental Choice<sup>™</sup> CCD-146E "Degreasers" certificado, con bajo potencial de causar daño con el medio ambiente y alteraciones endocrinas.

Cuenta con la certificación "Envirodesic Quality<sup>™</sup> y para su uso por parte de individuos hipersensibles al medio ambiente".

También posee la certificación GS37. "Este producto satisface la norma ambiental para limpiadores industriales e institucionales basados en su reducida toxicidad humana y acuática y su reducido potencial de producción de smog."

PREVENT  
SLIPS, TRIPS, AND FALLS

CORDS

IF YOU NOTICE  
A HAZARD,  
CONTACT



...cords or on  
...walk

**Scott**  
BRAND

[www.kcprofessional.com/Resource-Center/environment.asp](http://www.kcprofessional.com/Resource-Center/environment.asp)

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40% Post Consumer Waste

[www.kcprofessional.com](http://www.kcprofessional.com)

Not for individual or retail sale.  
Produit non destiné à la vente au détail.  
Este producto no es para su venta individual o al menudeo.

US Patents: 5,672, 248, 5,040, 589 & 5,290, 412



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Bathroom Tissue  
Papier hygiénique  
Bathroom Tissue  
Papier hygiénique

CAUTION

EPA • Meets Minimum  
40% Post Consumer Waste



Essuie-  
multiple  
Toallas  
múltiple

[www.kcp](http://www.kcp)

Not for individual  
Produit non destiné  
Este producto no

US Patent 5,672,



# Questions???

## Thank you for your time

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