



Do you purchase printing and writing paper?

Would you like to improve this process in the following areas?

- **Meet environmental compliance regulations.** Comply with Executive Order 13101 requirements and EPA comprehensive procurement guidelines by purchasing recycled content writing paper. Media area is solid waste.
- **Improve workers' safety and health.** No change to current operations.
- **Increase productivity.** No change to current operations.
- **Save money.** Purchasing recycled content paper promotes paper recycling. This eliminates paper disposal expense and reduces use of a landfill.

 Printed on recycled paper



Recycled Content Paper

Federal procurement guidelines and directives require Department of Defense agencies to purchase recycled content products for EPA designated items. Printing and writing paper is the largest category of paper products designated by EPA to contain recycled content. Examples include copier paper, stationery, computer printout, offset paper, and note pads. Standard 8 1/2" x 11" office paper must contain a minimum 30% post-consumer fiber content. Post-consumer fiber is fiber from paper products that have been used by consumers at least one time. Paper purchased from the General Services Administration (GSA) automatically meets EPA recycled content requirements. Unlike GSA, private vendors may carry paper products that do not meet the affirmative procurement requirements. When purchasing paper products from a private vendor, be sure the paper meets these requirements.

How can you achieve these improvements?

Purchase recycled content paper products.

How does this method work?

Recycled content products are made from materials that would otherwise go into the landfill .

How will this method save you money?

Affirmative procurement stimulates recycling markets. As a result, material that would be sent to a landfill at a cost can be recycled to generate revenue. Recycling also reduces disposal costs.

How can this method eliminate or reduce pollution?

Purchasing recycled-content products increases the recycled-product market, reduces the disposal of recyclable materials, and extends land fill life. Implementation will result in the following pollution reductions:

- Reduce the quantity of solid waste disposed of in landfills and incinerators.
- Reduce the quantity of solid waste transported off-site from Navy installations.
- Reduce the quantity of waste generated from the manufacturing process using raw or virgin materials.

Which applications can benefit most from this method?

All applications that require the use of printing and writing paper.

How can this method reduce regulatory compliance concerns?

Purchasing recycled-content paper will result in the following regulatory compliance benefits:

- Helps facilities comply with the waste reduction and affirmative procurement requirements of Executive Order 13101.
- Helps facilities comply with 40 CFR 247 and meet the EPA's recovered materials advisory notice.
- May help facilities meet pertinent solid waste reduction goals including Department of Defense's Measures of Merit goal to ensure the diversion rate for non-hazardous solid waste is greater than 40% by the year 2005.



Achieving Environmental Compliance Through Pollution Prevention

Every day the Navy faces the challenge of operating and maintaining the fleet while complying with environmental regulations. This burden can be reduced by using pollution prevention technologies and methods to reduce compliance requirements. This fact sheet is one in a series designed to encourage activities to use pollution prevention technologies and methods. The overall goal of this series is to promote sustained environmental compliance at the lowest life-cycle cost.

For additional information, contact:

Information on recycled content printing and writing paper products can be found on the US EPA Comprehensive Procurement Guidelines web site (**Web:** <http://www.epa.gov/epaoswer/non-hw/procure/products/printing.htm>).

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