



# Training Course

## *Introduction to Environmental (“Green”) Purchasing*



**NPS Sustainable Operations and Climate Change Branch**

**January 2010**



**Participant Guide**  
**Environmental Purchasing for Purchase Card Holders**  
**January 21, 2010**

Table of Contents

- ⊙ Course Presentation Slides
- ⊙ WASO List of Tools And Links
- ⊙ Summary of Legal Basis for Green Purchasing Programs
- ⊙ Annotated Web-based Resources List
- ⊙ Seven Sins of Greenwashing Wallet Card
- ⊙ A Sample List of Criteria for Cleaning Products For Exercise #2
- ⊙ A Sample List of Criteria for Paints For Exercise #2
- ⊙ Roster of Registered TEL Training Participants

# **ENVIRONMENTAL PURCHASING**

## **CONCEPTS, PRACTICES & TOOLS FOR NPS PURCHASE CARD HOLDERS**



**Eun-Sook Goidel**  
**Full Circle Environmental, Inc.**  
**and**  
**Sonya Capek**  
**Pacific West Region, NPS**  
**and**  
**Fred Sturniolo**  
**WASO, NPS**

**January 2010**

## **WORKSHOP OVERVIEW**

- Introductions
- What is Environmental Purchasing?
- Why Buy Green?
- What are the Requirements?
- Do Green Products Work?
- How Do You Know it's "Green"?
- Where Can You Find Green Products?
- How Do I get Started?
- Resources to Help You

## **INTENDED AUDIENCE**

- ◉ Primary audience
  - NPS Staff with government charge cards
  
- ◉ Secondary audience
  - Anyone who makes a purchasing decision.

3

## **WHAT'S NOT COVERED**

- ◉ Detailed Federal Acquisition Regulation (FAR) provisions for green purchasing
  - See office of Federal Environmental Executive (OFEE) presentation. URL in participant's guide.
  
- ◉ Steps for institutionalizing green purchasing, e.g.,
  - Greening of contracts (supplies, services or construction)
  - Establishing EP policies
  - Creating green teams or training modules
  - Developing and implementing metrics

4

## **TRAINING LOGISTICS**

- **Questions**
  - Q&A at the end of each section
  - You can also email or fax your questions during the training
  - We'll keep a list of questions that cannot be answered during the session. Follow up post-training
- **Register and sign the roster**
  - Get credit for your training!
  - Sign the Attendance Roster sheet and your TEL Point-of-Contact will finalize the roster.
- **Participant Guide**
  - PPT
  - List of resources & tools
  - Roster of registered participants
- **Complete the on-line TEL Evaluation Form**

5

## **TRAINING LOGISTICS (cont'd)**

- **Mention of specific products, services or certification programs in this training should not be construed as an endorsement by the National Park Service or Full Circle Environmental.**

6

## **A WORD ABOUT THE EXERCISES...**

- Your participation is key!
- All sites
  - Please designate a “recorder” at your site
  - You should have a flip chart or a white board and markers
  - Each exercise will require you to jot down ideas or responses to a question
- Only a few sites will be called upon at a time
  - Please share your responses when called upon
  - Other sites – interrupt if you’d like to add

7

## **EXERCISE #1**



8

## **AN ORGANIZATION'S "SHOPPING CART"**



## **KEY POINTS OF EXERCISE**

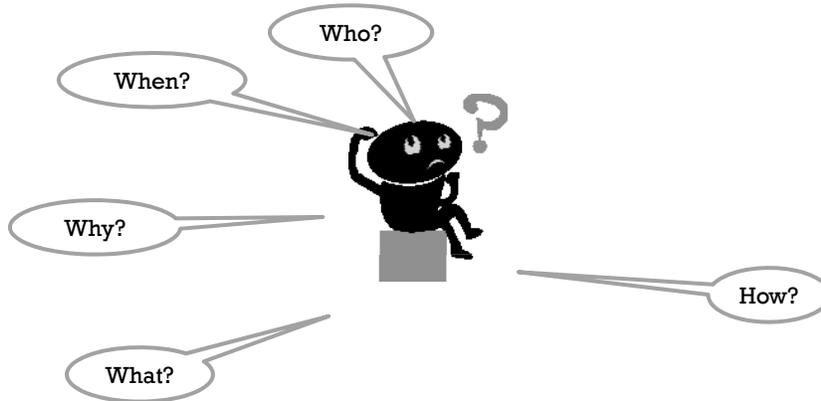
- It takes a wide variety of products to run an organization!
  - Simple purchases to more complex
  - Both products AND services
- All have an environmental footprint and an opportunity for improvement.

**WHAT  
IS  
ENVIRONMENTAL  
PURCHASING?**

**PURCHASING**

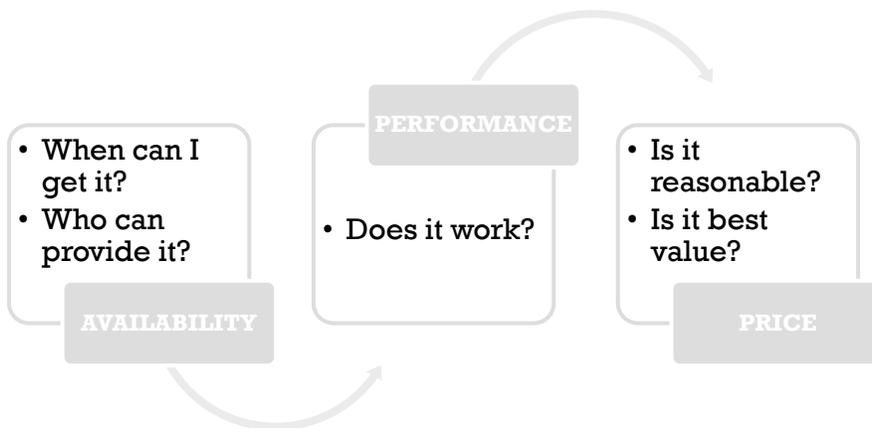


# PURCHASING



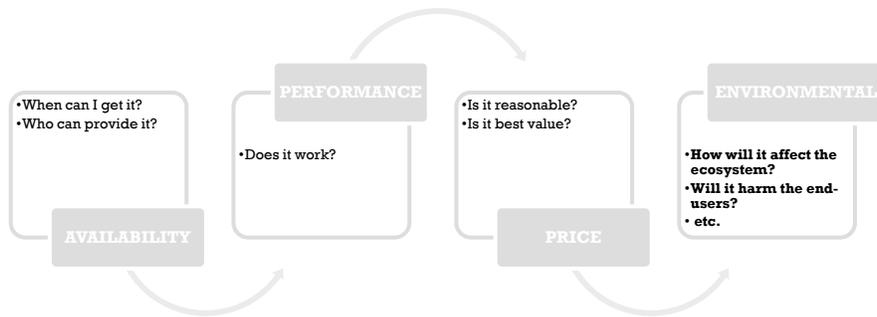
13

# PURCHASING



14

## ADD ENVIRONMENT TO THE LIST OF FACTORS...



15

## WHAT ENVIRONMENTAL FACTORS?



16

## ENVIRONMENTAL FACTORS

- Some examples:
- How will it affect the ecosystem?
- Will it harm the end-users?
- How much energy will it consume?
- How about the disposal of it?



ENVIRONMENTAL

17

## ENVIRONMENTAL PURCHASING

...Incorporating key **environmental factors** with traditional **price** and **performance** considerations in purchasing decisions.



18

## **PROCUREMENT AND THE ENVIRONMENT**

- Purchasing is a core function in all organizations
- Purchasing transactions cover:
  - Products AND services
  - Direct and indirect purchases
- Purchasers hold tremendous market power AND shoulder big responsibilities.
- Historically, organizations have not looked to the purchasers to support their environmental goals.
- At the same time, purchasers have not seen themselves in a role of influencing the field unit staff.

19

## **INSTITUTIONAL PURCHASERS: A SPECIAL ROLE...**

“The large scale, systematic approach that most institutions take in their purchasing can have large ripple effects on which products are used by hundreds or even thousands of individuals.”

*Purchasing Power: Harnessing Institutional Procurement for People and the Planet, Worldwatch Institute, 2003*

20

## **THE FEDERAL FOOTPRINT**

- Spent \$500 billion on goods and services in FY 2008
- Owns or leases more than 645,000 non-tactical vehicles worldwide
- Manages or owns nearly 1 in every 5 acres in the U.S.
- Single largest domestic buyer and user of energy
- Spends \$3.5 billion annually to provide energy to its facilities
- Purchases about \$74 billion worth of IT equipment and services per year
- Department of the Interior spent \$4 billion in FY 2007 purchases



## **EXERCISE #2**

### **WHAT IS A “GREEN” PRODUCT?**

## **EXERCISE #2**

**What is a “green” product?**

- **Part 1: Create a generic list of green characteristics or attributes**

23

## **EXERCISE #2**

**What is a “green” product?**

- **Part 2: Create a more specific list for:**
  - **Hard surface cleaners**
  - **Interior Paint**
  - **Office Paper**

24

# EXERCISE #2

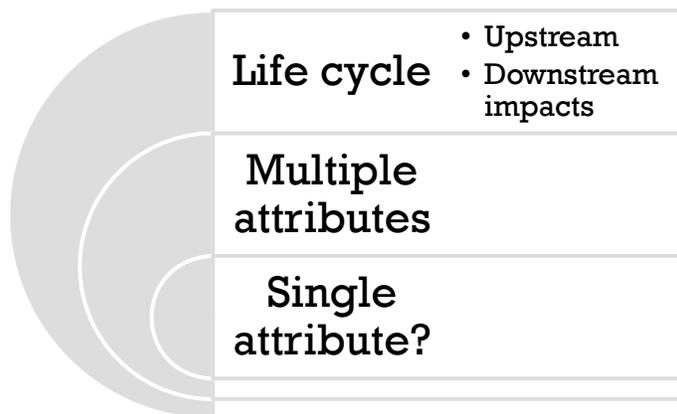
**What is a “green” product?**

● **Part 3: Homework**

- **Take a look at the criteria developed by 3<sup>rd</sup> party certifier in the Participant Guide**

25

# GREEN PRODUCT



26

## WHAT MAKES A PRODUCT GREEN?

- Look for the presence of certain attributes:
  - Recycled content
  - Energy efficient
  - Bio-based
  - More durable
  - Less packaging
  - Upgradeable
- Look for the absence of certain attributes:
  - GHG emissions
  - Carcinogens
  - Ozone Depleting Chemicals
  - Toxics

**Choosing to NOT BUY!**

27

## GREEN PRODUCT ATTRIBUTES

General Purpose Cleaners



- Reduced or no skin irritants
- Reduced flammability
- Reduced or no VOCs
- Minimizes exposure to concentrates
- Reduced or no added dyes and fragrances
- Reduced packaging

28

## GREEN PRODUCT ATTRIBUTES

office Paper



- ~~○ Reduced or no skin irritants~~
- ~~○ Reduced flammability~~
- ~~○ Reduced or no VOCs~~
- ~~○ Minimizes exposure to concentrates~~
- ~~○ Reduced or no added dyes and fragrances~~
- ~~○ Reduced packaging~~

29

## GREEN PRODUCT ATTRIBUTES

office Paper



- Recycled content
- Recyclable
- Processed Chlorine Free
- Recyclable ream wrapper
- Green power use in manufacturing

30

**COMMON SENSE:  
ONE SIZE (ATTRIBUTE)  
DOES NOT FIT ALL**

31

**QUESTIONS?**

32

# **WHY BUY GREEN?**

## **WHY BUY GREEN?**

- It's required!
- It's consistent with NPS Mission
- Reduced liability
- Cost Savings
- Reduced worker health impacts
- General environmental benefit

## **WHY BUY GREEN: REQUIRED BY LAW**

### **Legislation**

- RCRA
- Pollution Prevention Act
- Energy Policy Act of 2005,
- Energy Independence and Security Act of 2007
- 2002 and 2008 Farm Bills

### **Executive Orders**

- EO 13423 and EO 13514

### **FAR Amendments**

- Various revisions to FAR to reflect EO and legislative mandates

35

## **REQUIREMENTS TO BUY...**

- **Recycled content products**
- **Energy Star®/FEMP-designated products**
- **Biobased Products**
- **Environmentally Preferable Products and Services**
- **Alternative fuel vehicles/alternative fuels**
- **Non-ozone depleting substances**
- **WaterSense labeled products**

36

## **EXECUTIVE ORDER 13423**

- ◎ EO 13423, *Strengthening Federal Environmental, Energy and Transportation Management*
  - Signed January 2007
  - Replaces five previous EOs on greening-the-government
  - Consolidates “sustainable” purchasing requirements
    - Everything from recycled content to non-ozone depleting substances is covered

37

## **WHY BUY GREEN**

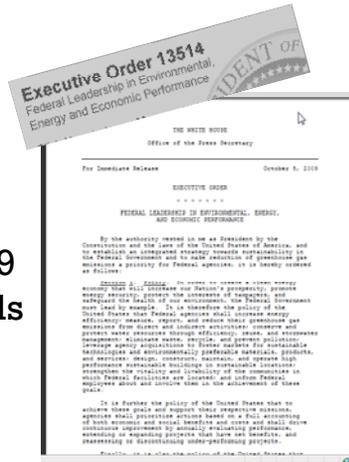
*"As the largest consumer of energy in the U.S. economy, the Federal Government can and should lead by example when it comes to creating innovative ways to reduce greenhouse gas emissions, increase energy efficiency, conserve water, reduce waste, and **use environmentally responsible products and technologies.**"*

- President Barack Obama, October 5, 2009

38

# EXECUTIVE ORDER 13514

- *Executive Order on Federal Leadership in Environmental, Energy, and Economic Performance*
- Signed October 5, 2009
- Sets sustainability goals for federal agencies
- Builds on EO 13423



# EXECUTIVE ORDER 13514

- **Requires federal agencies to:**
  - Establish a 2020 greenhouse gas emissions reduction target
  - Increase energy efficiency
  - Reduce fleet petroleum consumption
  - Conserve water
  - Reduce Waste
  - Support sustainable communities; and
  - Leverage Federal purchasing power to promote environmentally responsible products and technologies

## EXECUTIVE ORDER 13514 AND NPS

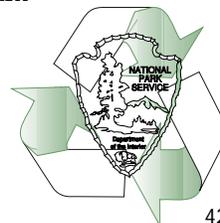
- Check out: Executive Order 13514 on Federal Sustainability, Secretarial Order 3289, and What They Mean for NPS

<http://www.nps.gov/climatefriendlyparks>

41

## WHY BUY GREEN?

- It is consistent with the NPS Mission:
  - "..to preserve and protect the natural and cultural resources for future generations..."*
- NPS Environmental Leadership
  - Conduct business in an environmentally responsible manner.
  - Set an example.
  - EP is part of broader Environmental Management System
  - EP supports Climate Friendly Parks program
- NPS History of Commitment to EP
  - WASO
  - Regional Initiatives
  - Park Projects
  - Commercial Services (Concessioners)



42

## **GREEN PURCHASING SUPPORTS ENVIRONMENTAL MANAGEMENT SYSTEM**

- Environmental Management System (“EMS”) is a federally required management tool to reduce impacts
- EMS is the framework and the process to organize and incorporate environmental considerations into day to day operations
- EMS involves continuous improvement and is proactive rather than reactive

43

## **GREEN PURCHASING SUPPORTS ENVIRONMENTAL MANAGEMENT SYSTEM**

- Environmental Purchasing can be a goal, with further defined objectives and targets, under a park's Environmental Management System.
- This could include:
  - developing a park EP plan
  - inventorying current purchases and switching to nontoxic, RC, and biobased products
  - finding local vendors
  - improving tracking (tracking worksheet), etc.

44

## **GREEN PURCHASING SUPPORTS CLIMATE FRIENDLY PARKS**

- Buying green products and services also supports the service-wide Climate Friendly Parks (CFP) program
- Environmental purchasing
  - saves resources
  - reduces GHG emissions, and
  - reduces the amount of waste sent to landfills

45

## **WHY BUY GREEN? REDUCED LIABILITY**



46

## WHY BUY GREEN? COST SAVINGS

- **Think durability**
- **Think life cycle cost not first cost**
  - **Less maintenance translates into reduced life cycle cost**



47

## WHY BUY GREEN? REDUCED WORKER HEALTH IMPACTS



Green Seal Certified environmental  
cleaners from JWOD



Bio-based solvents

48

## **WHY BUY GREEN? MANY OPPORTUNITIES NOW**



## **WHY BUY GREEN?**

By buying green...

- We conserve...
  - foreign and domestic raw materials
  - landfill space
  - energy in securing, transporting, and manufacturing
- Create jobs, markets, and revenues
- Decrease greenhouse gas emissions

## **WHY BUY GREEN?**

**It's the right  
thing to do!**

51

## **AND WHAT GOOD REASONS...**



52

**QUESTIONS?**

53

**WHAT ARE THE  
REQUIREMENTS?**

## **REQUIREMENTS TO BUY...**

- **Recycled content products**
- **Energy Star®/FEMP-designated products**
- **Biobased Products**
- **Environmentally Preferable Products and Services**
- **Alternative fuel vehicles/alternative fuels**
- **Non-ozone depleting substances**
- **WaterSense labeled products**

55

## **FAR REQUIREMENTS**

- **FAR Part 13.201**
  - Environmental procurement requirements apply at or below the micro purchase threshold
- **Subchapter D, Part 23, mandatory purchase programs:**
  - Recycled Content
  - Energy Efficient Products (Energy STAR and FEMP-designated)
  - Bio-based



56

## **EXEMPTIONS**

- Buy unless:
  - a product is not available within a reasonable timeframe,
  - does not meet performance standards,
  - is an unreasonable price.
- DO YOU NEED AN EXEMPTION JUSTIFICATION FORM FOR CPG ITEMS?
  - Not necessary for micro-purchases

57

## **COMPREHENSIVE PROCUREMENT GUIDELINE (CPG)**

- Since 1976, more than 60 items have been designated in 8 products categories:
  - Construction Products
  - Landscaping Products
  - Non-paper office Products
  - Paper and Paper Products
  - Park and Recreation Products
  - Transportation Products
  - Vehicular Products
  - Miscellaneous Products

58

## RECYCLED PRINTING & OFFICE PAPER

- “Our minimum need is for 30% postconsumer content...
  - Copy paper
  - offer documents
  - Reports & studies
  - Training materials
  - Publications, etc.
- **You can go beyond 30%!!**

**2007 CPG**  
COMPREHENSIVE PROCUREMENT GUIDELINES  
**PAPER PRODUCTS**

**EPA's Recycled Paper**

**Why Buy Recycled?**  
Recycling is more than just dropping off your cans, bottles, and newspapers. It's about making sure that the items designated in the CPG are of high quality, widely available, and cost-competitive with virgin products. EPA also issues nonregulatory companion guidance—the Recycled Materials Advisory Notice (RMAN)—that recommends levels of recycled content for those items.

PAPER PRODUCT	NOTES	POST-CONSUMER RECOVERED FIBER	TOTAL RECOVERED FIBER
<i>Printing and Writing Papers</i>			
Reprographic	Business papers such as bond, electrostatic copy, mimeo, duplicate, and reproduction	30%	30%
Offset	Used for book publishing, commercial printing, direct mail, technical documents, and manuals	30%	30%
Tablet	Office paper such as note pads and notebooks	30%	30%
Forms Bond	Bond type paper used for business forms such as continuous, cash register, sales book, unit sets, and computer printout, excluding carbonless	30%	30%
Envelope	Wove Kraft, white, and colored (including manila) Kraft, unbleached Excludes custom envelopes	30% 10-20% 10%	30% 10-20% 10%

59

## EXAMPLES OF RECYCLED PRODUCTS YOU SHOULD BE BUYING

- Tissue products
- Plastic Binders & File Folders
- Plastic Clipboards
- Plastic Desktop Accessories
- Plastic Envelopes
- Plastic Presentation Folders
- Office Furniture
- Office Recycling Containers & Waste receptacles
- Plastic Trash Bags
- Printer Ribbons
- Toner Cartridges

60

## **MORE EXAMPLES...**

- Engine Coolants
- Rebuilt Vehicular Parts
- Re-refined Lubricating Oils
- Retread Tires
- Awards and Plaques
- Compost & Fertilizer Made From Recovered Organic Materials
- Garden and Soaker Hoses
- Consolidated and Reprocessed Latex Paint

[www.epa.gov/cpg](http://www.epa.gov/cpg)

61

## **FEMP AND ENERGY STAR PRODUCTS**

- Federal buyers are required by the Energy Policy Act of 2005 to purchase products that are ENERGY STAR®-qualified or FEMP-designated.
  - FEMP products are in the upper 25% of energy efficiency in their class.)
- The purchasing requirements are codified by FAR Part 23.

62

## **EXAMPLES OF ENERGY STAR & FEMP PRODUCTS**

- **Office Equipment**
  - Desktop & Laptop Computers
  - Computer Monitors
  - Printers & Copiers
  - Fax Machines
  - Multifunction Machines
- **Appliances**
  - Commercial Dishwashers
  - Water Coolers
  - Microwave Ovens
- **Lighting Technologies**
  - Compact Fluorescent Lamps
  - Residential Light Fixtures
  - Fluorescent Lamps & Ballasts
- **Many others...**

63

## **EPEAT**

**(Electronic Products Environmental Assessment Tool)**



- **Covers:**
  - Desktops
  - Laptops
  - Monitors
  - Thin clients
  - Workstations

64

## **COMPLYING WITH EPEAT?**

Department-wide hardware contract specifies EPEAT!



Are you purchasing from this mandatory contract?  
If yes, you are meeting the EPEAT requirements!

65

## **USDA-DESIGNATED BIOBASED ITEMS**

- Section 9002 of the Farm Security and Rural Investment Act of 2002 (2002 Farm Bill)
  - Requires Federal agencies to establish affirmative procurement programs for preferred purchasing of biobased products
- Federal Acquisition Regulation amended
  - Provisions implement the procurement preference for biobased products.

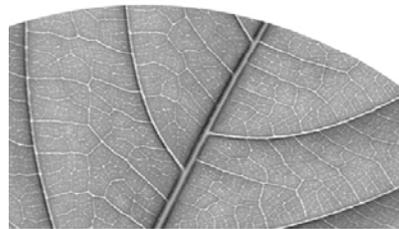
66

## EFFECTIVE DATES FOR PURCHASING PREFERENCE

### 42 Biopreferred Designated Items

- 33 designated item categories
  - You should already be buying these items!
- 9 new designated item categories
  - No later than October 2010.

BioPreferred<sup>SM</sup>



67

## BIOBASED PRODUCTS – 42 Categories of Items

A small sampling of designated items include:

- Carpet
- Composite Panels
- Disposable Cutlery
- General Purpose Cleaners
- Greases
- Metalworking Fluids

[www.biopreferred.gov](http://www.biopreferred.gov)



68

# **MORE REQUIREMENTS TO BUY GREEN...**

69

## **ENVIRONMENTALLY PREFERABLE PRODUCTS & SERVICES**



- Janitorial products and services
- Building construction and renovation products and services
- Landscaping products and services
- Cafeteria ware
- Meeting and conference services

70

## **ALTERNATIVE FUEL VEHICLES AND ALTERNATIVE FUELS**

- Energy Policy Act requires purchase of
  - alternative fuel vehicles
  - alternative fuels, and
  - recycled content vehicular products
- Alternative fuels must be used in dual fuel vehicles unless agency certifies and DOE grants a waiver because:
  - Fuel is not available
  - Unreasonable cost compared to gasoline
- EPA Act also requires reduced petroleum consumption

71

## **ALTERNATIVE FUEL VEHICLES AND ALTERNATIVE FUELS (cont'd)**

- The Energy Independence and Security Act of 2007 addresses greenhouse gas emissions, including:
  - Purchase light duty motor vehicles or medium duty passenger vehicles that are “low greenhouse gas emitting,” as determined by EPA
  - Alternative or synthetic fuels must have lifecycle GHG emissions from production and combustion that are lower than that of conventional fuels.

72

## NON-OZONE DEPLETING SUBSTANCES

- EPA's Significant New Alternatives Policy (SNAP) Program
  - Lists acceptable and unacceptable substitutes for ozone-depleting substances
  - Primarily for manufacturers but some products are applicable for federal agencies
- Covers eight product categories
  - Refrigeration and Air Conditioning
  - Foam Blowing
  - Solvent Cleaning
  - Fire Suppression and Explosion Protection
  - Aerosol Solvents and Propellants
  - Sterilants
  - Tobacco Expansion
  - Adhesives, Coatings, and Inks

[www.epa.gov/ozone/snap](http://www.epa.gov/ozone/snap)

73

## WATERSENSE PRODUCTS

- Voluntary program but emphasized in EO 13514
- WaterSense Label developed for:
  - Bathroom sink faucets
  - Flushing urinals
  - High-efficiency toilets
  - Landscape irrigation services
  - New homes
  - Pre-rinse spray valves
  - Showerheads
  - Weather-based irrigation controllers



74

## **GREEN PRODUCTS COMPILATION, v4**

- Comprehensive list of products for which various federal agencies have issued designations or guidance
- The designated green products are separated into 18 spreadsheets
- Matrix is available on FedCenter website: [www.fedcenter.gov](http://www.fedcenter.gov)
- Developed by the Office of Federal Environmental Executive (OFEE) and continually updated as needed.

75

# **QUESTIONS?**

76

## **SUSTAINABLE PRACTICES REPORTING REQUIREMENTS**

- Purpose:
  - Collect certain green purchasing and solid waste management data from all federal agencies
- Required by:
  - Resource Conservation and Recovery Act, Section 6002 (EPA Designated Recycled-Content Items)
  - Farm Security and Rural Investment Act, Section 9002 (USDA Designated BioPreferred Items)
  - Executive Order 13423 - *Strengthening Federal Environmental, Energy, and Transportation Management*
  - Executive Order 13514 – *Federal Leadership in Environmental, Energy, and Economic Performance*

77

## **SUSTAINABLE PRACTICES REPORTING REQUIREMENTS**

- Used by:
  - **Office of Federal Environmental Executive** for a biennial report to the President on implementation of EO 13423.
  - **OMB** to evaluate agency progress for the green purchasing standard on the Environmental Stewardship Scorecard.
- All NPS parks, regional offices, WASO, service centers, other offices, etc. must submit a complete report

78



# SUSTAINABLE PRACTICES REPORTING REQUIREMENTS

Home | Feedback | Accessibility | Logout Monday, November 16, 2009



**SUSTAINABLE PRACTICES DATABASE**

HOME    CONTACT US    HELP    LOGIN

Welcome to the Department of the Interior's Sustainable Practices Database

Training Sessions

DOI bureau and office facility staff must use this system to submit information regarding your facility's progress in implementing:

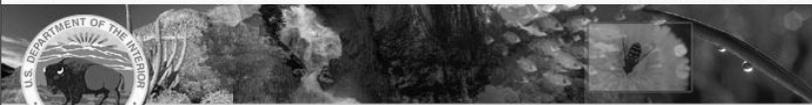
- Section 6002 of the Resource Conservation and Recovery Act
- Farm Security And Rural Investment Act (FSRIA)
- E.O. 13423 - Strengthening Federal Environmental, Energy, and Transportation Management

This survey responds to a memorandum calling for reports issued by the Office of the Federal Environmental Executive and the Office of Management and Budget. Associate Deputy Secretary, James E. Cason, signed an official data call memorandum to bureaus and offices on January 2, 2008. The data will be used to prepare your bureau/office's Sustainable Practices report. The Office of Management and Budget will use the report submitted by the Department when it compiles its report to Congress.

SPR URL: <http://www.nbc.gov/spreport>

81

Home | Feedback | Accessibility | Logout Friday, January 23, 2009



**SUSTAINABLE PRACTICES DATABASE**

FACILITY DATA    REPORTS    BUREAU REPORT GENERATOR    ADMIN    HELP

Home » Facility Data »

**GREEN PURCHASING**

**Designated Products**

- ▶ Indicator Items
- ▶ Energy Star Products
- ▶ Biobased Products
- ▶ Environmentally Preferable Products

**Management Controls**

- ▶ Training
- ▶ Program Management Review
- ▶ Finalize Green Purchasing Data
- ▶ Print Green Purchasing Data

**SOLID WASTE MGMT.**

Facility: A

**Instructions**

- Users can on the elsewhere
- Your data will be lost if you do not click SAVE at the bottom of each page.
- Click on the 2007 data under "Useful links" for the reports for FY 2007.
- Click on the Bureau Contacts under "Useful links" to see your reviewers.
- When ready, click on any section to enter data.
- Each facility must enter data for Green Purchasing and Solid Waste Management to complete report.
- You must Finalize Data before your report is complete.

Two sections:  
1) Designated Products  
2) Management Controls

2



## **NEW TRACKING AND REPORTING SYSTEM**

- NPS initiative to update existing SPR system
- New system will:
  - Be web-based and accessible throughout the year;
  - Facilitate monthly tracking via separate modules for green purchasing activities and solid waste generation;
  - Contain data conversion tools to convert units to the units required for the SPR;
  - Calculate year-end totals for the SPR; and
  - Improve data quality and reporting.

83

## **NEW TRACKING AND REPORTING SYSTEM**

- The system is currently in the design phase and should be open for FY12 reporting.



84

**QUESTIONS?**

85

**DO  
GREEN PRODUCTS  
WORK?**

## **DO GREEN PRODUCTS WORK?**

### **Performance Myths:**

- It foams
- It voids the warranty
- It peels right off
- It won't get things clean
- They don't deliver on time
- It's not available
- It costs too much
- It clogs the machine
- It won't last as long
- It warps
- etc., etc.

87

## **GREEN PRODUCTS DO PERFORM**

### ~~Performance Myths:~~

- ~~○ It foams.~~
- ~~○ It voids the warranty.~~
- ~~○ It peels right off.~~
- ~~○ It won't get things clean.~~
- ~~○ They don't deliver on time.~~
- ~~○ It's not available.~~
- ~~○ It costs too much.~~
- ~~○ It clogs the machine.~~
- ~~○ It won't last as long.~~
- ~~○ It warps.~~
- ~~○ etc., etc.~~



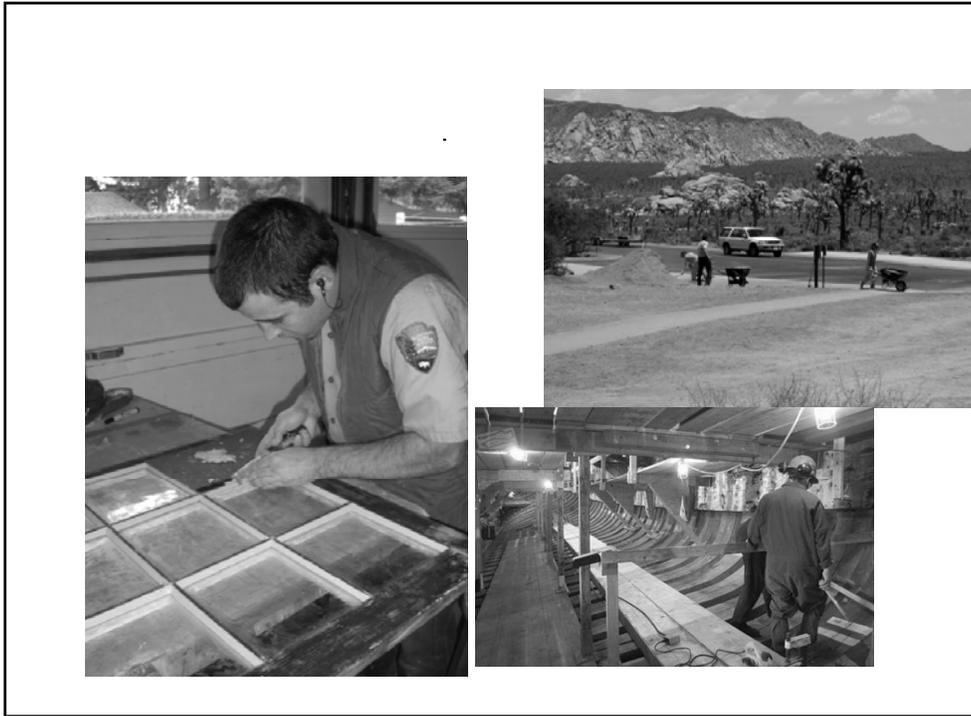
88

## GREEN PURCHASING: NPS EXAMPLES

- **Channel Islands - green boat, 100% biodiesel**
  - Goal to become petroleum free park
- **Yellowstone – using green janitorial products**  
for park and hotel facilities; plastic lumber boardwalk
- **Many parks buying re-refined oil, biobased**  
hydraulic fluids, greases, 2-stroke engine fuels, and alternative fuel vehicles and alternative fuels
- **PWR buying 100% post consumer, chlorine-free copier paper**
- **Park concessioners- greening hotels and food service**  
Xanterra Parks and Resorts is one such example

89





**QUESTIONS?**

# HOW DO YOU KNOW IT'S GREEN?



# HOW DO YOU DETERMINE IT'S "GREEN"?



- “Green” based on:
  - Government standards or guides
  - Vendor claims about its products or practices
  - Third Party standards
  - Organization-unique standards

95

# GOVERNMENT STANDARDS OR GUIDES



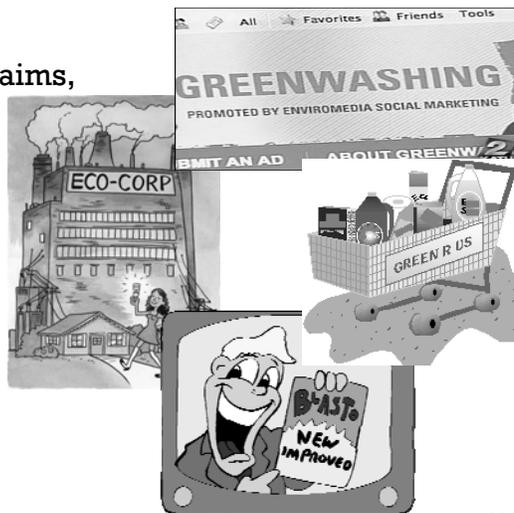
96

# VENDOR CLAIMS



# BEWARE:

- Beware of:
  - Broad or vague claims, e.g., product is "environmentally safe," "environmentally friendly" or "non-toxic"
- Ask:
  - Is it relevant?
  - Is there proof?



## **AVOID GREENWASHING**

- All environmental claims must comply with the Federal Trade Commission *Guides for Use of Environmental Marketing Claims* (“FTC Green Guides”)
- See FTC/EPA brochure found at:  
[www.epa.gov/epp/pubs/claims.htm](http://www.epa.gov/epp/pubs/claims.htm)



99

## **AVOID GREENWASHING (cont'd)**

- Visit “The 7 Sins of Greenwashing” found at:  
<http://sinsofgreenwashing.org>
- Play “Name that Sin” game –
  - A fun, informative game to help you avoid greenwashing
- Print out and use wallet card, found in Participant Guide



TerraChoice's Greenwash Gremlin

100

## THIRD PARTY PROGRAMS



101

## THIRD PARTY STANDARDS

- Beware: Not all third party standards are created equal...
- Look for programs that have:
  - Open, public process
  - Criteria that reflect life cycle considerations
  - Process for updating standards



102

## **THIRD PARTY STANDARDS**

- ◎ Comprehensive list of standards and specifications:
    - EPA's EPP Database
- <http://yosemite1.epa.gov/oppt/eppstand2.nsf>

103

# **QUESTIONS?**

104

## WHERE CAN YOU FIND GREEN PRODUCTS?



## PRIORITIES FOR USE OF GOVERNMENT SUPPLY SOURCES

- Excess Surplus Property
- Federal Prison Industries ---UNICOR
- AbilityOne (formerly JWOD-NIB/NISH)
- Wholesale Supply Sources (GSA Global Supply and DLA stock programs)
- Federal Supply Schedules
- Commercial Sources



## GSA's ONLINE SHOPPING SERVICE

- GSA Advantage, [www.gsaadvantage.gov](http://www.gsaadvantage.gov)
  - Provides information on mandatory and preferred sources
  - Symbols identify environmental factors like Energy Star, Recycled, Biobased, Environmentally Preferable, etc.



107

## SEARCH FUNCTION IN GSA ADVANTAGE

[Tutorial](#) | [Customer Assistance](#) | [What's New](#) | [Register](#) | [LOGIN](#)

GSA Advantage!
GSA e-Buy
Schedules e-Library
Order History/Status
Profile
Parked Carts
Reports

New search:  **Find It!**

Go Environmental with GSA Advantage!

**Why Envi**  
 Whether fulfilling a  
 or concerned about  
 environment, there

Shop For Environmental Items

Enter a search term and select one or more environmental indicators to limit your search to specific environmental products. If you do not select any environmental indicators, the search will return all items matching at least one of the environmental indicators.

Look for:  in Environmental

Matching the following criteria:

<input type="checkbox"/> Biobased	<input type="checkbox"/> EPEAT	<input type="checkbox"/> Non-Toxic Items
<input type="checkbox"/> CA Air Quality Compliant	<input type="checkbox"/> ETV	<input type="checkbox"/> PRIME Item
<input type="checkbox"/> CPG Item	<input type="checkbox"/> FEMP Energy Efficient item	<input type="checkbox"/> Recycled Content
<input type="checkbox"/> Energy Star Compliant	<input type="checkbox"/> Green Seal of Approval	<input type="checkbox"/> S.N.A.P. Approved
<input type="checkbox"/> Environmentally Friendly	<input type="checkbox"/> NESHAP Compliant	

**Find It!**

108

## **GSA SmartPay SUGGESTS...**

### **◎ Conduct Market Research**

... The purchase should represent the best buy that meets the government's minimum requirements.

### **◎ Select the Best Value**

... identify what best satisfies the requirement, weighing both price factors and non-price factors. You can buy a higher priced item if it represents a better value...

Excerpted from GSA's SmartPay training:

[http://fss.gsa.gov/webtraining/trainingdocs/smartpaytraining/part3\\_before.cfm](http://fss.gsa.gov/webtraining/trainingdocs/smartpaytraining/part3_before.cfm)

109

## **GSA SmartPay SUGGESTS...**

### **◎ Select Required Sources**

... Use of the purchase charge card should be consistent with established guidelines for required sources of supply...

### **◎ When You Buy Green**

... you and your agency are helping to perform the mission in a cost-effective manner, enhancing energy security, creating markets, increasing worker safety, and promoting environmental stewardship.

Excerpted from GSA's SmartPay training:

[http://fss.gsa.gov/webtraining/trainingdocs/smartpaytraining/part3\\_before.cfm](http://fss.gsa.gov/webtraining/trainingdocs/smartpaytraining/part3_before.cfm)

110

# QUESTIONS?

111

## PUTTING THE CONCEPTS INTO PRACTICE

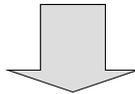


**Environmental  
purchasing is  
10% technical and  
90% behavioral!**

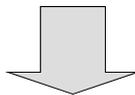
113

## **INSTITUTIONALIZING EP**

THEORY/CONCEPT



PRACTICE, PRACTICE, PRACTICE



TRANSFORMATION OF HOW WE BUY

114

## **PUTTING IT ALL TOGETHER**

1. Start early in the process
2. Inventory your purchases
3. Prioritize your efforts
4. Define “green”
5. Communicate green goals and priorities

115

## **1. START EARLY**

- Criteria for green must be integrated early in the procurement process
  - Market surveys that include environmental questions
  - Solicitations and evaluation processes that reward environmentally superior products and processes
- Engage others – think about:
  - Who will be affected by a product switch?
  - Who might be a good champion?
  - Who else might have tried the green product?

116

## 2. INVENTORY

### ◎ Know what you are buying

- Secure a report of purchase card buys for the past year
- Have the report organized by product category or ranked by value of purchase
- Obtain information about existing vendors and type of contract (e.g., long-term vs. short-term)
- Benchmark your purchases

117

## 3. PRIORITIZE

### ◎ Select a product category on which to focus your efforts based on criteria such as:

- Total value of purchase
- Environmental impact
- Availability of alternatives



118

### **3. PRIORITIZE (cont'd)**

◎ How others have prioritized:

- Focus on products associated with sourcing, transportation and store design based on the Natural Step framework (**Starbucks**)
- Focus on products sold by 23 vendors receiving 70% of hospital's purchasing funds (**Swedish Medical Center**)
- Formed teams around 16 commodities for which city spends 80% of its dollars (**City of Seattle**)
- Rank based on three criteria: waste reduction potential, toxicity reduction in the waste stream, and availability of alternatives (**State of Minnesota**)

119

### **4. DEFINE GREEN**

◎ For the selected product categories, decide what product attributes will differentiate a "greener" product

◎ Remember to look at existing resources and replicate!

- InsideNPS resources
- Other parks & sister bureaus
- Other Federal, state and local green purchasing resources
- Third party standards and certifications

◎ Don't reinvent the wheel!

120

## 5. COMMUNICATE

### ■ Internal Stakeholders

- Procurement staff
- End Users
- Budget/Finance staff

Articulate  
Goals and  
Priorities

### ■ External Stakeholders

- Vendors
- Customers (park visitors)

Seek  
Feedback

121

## TOOL TO HELP YOU GET STARTED...

- *Environmental Purchasing in the National Park Service: A How-to Handbook*
  - Covers:
    - Many topics included in this training
    - Environmental purchasing in solicitations and contracts
    - Basic elements of an environmental purchasing program (Appendix A)
  - Participant Guide includes URL

122

# **QUESTIONS?**

123

## **EXERCISE #3**

**What will you do  
to make your next  
purchase “green”?**

124

## **OPPORTUNITIES FOR PARKS TO CONSIDER**

- ◉ Green janitorial products
- ◉ Biobased hydraulic fluids, greases, chainsaw fuels
- ◉ RC building products (i.e. insulation, restroom partitions)
- ◉ Environmentally friendly paints and carpet and non-carpet
- ◉ Sustainably harvested wood
- ◉ Water-based solvents and adhesives; no VOCs
- ◉ Alternatives to pressure treated lumber
- ◉ Non-lead practice bullets
- ◉ Use less paper
- ◉ Buy RC office products

125



## **RESOURCES TO HELP YOU**

# YOUR FIRST STOP: EMP LIBRARY - InsideNPS



- Visit Environmental Purchasing page within EMP Library.
- Participant guide includes URL.

127

# YOUR FIRST STOP: Inside NPS Website

- NPS Environmental Purchasing Handbook
- EP Toolkit:
  - EP Vendor Locator Tool
  - Green Purchasing Tracking Tool
  - OFEE Green Products Compilation, v4
  - Green Office Practices Guide
- Many other resources and tools!



List of CPG Items and EPA Recommended Recovered Content

Material	% Post consumer Fiber Content	% Recovered Fiber
<b>Construction Materials</b>		
Designated:		
Building insulation	75% slag	20-25% glass cullet
nick acid		
Boarding		
cellulose loose-fill or spray-on	75% postconsumer paper	0% minimum
particle composite board	25% postconsumer paper	2% minimum
plastic rigid foam		0% minimum
foam in place polystyrene/polyurethane		0% minimum
glass fiber reinforced		10% recovered and/or postconsumer plastic
plastic rigid foam		
plastic, non-woven batt		
Carpet padding: fiber fill	25 - 100% PET	25 - 100% PET
Carpet cushion		
knotted polyethylene (felt cushion)	15 - 30%	15 - 10%
felt (shag)	40%	40%
woolfelt (felt, insulation wags)	60 - 90%	10%
wool felt (felt)		60 - 90%



128

## **PARTICIPANT GUIDE**

- Course Presentation Slides
- WASO List of Tools And Links
- Tracking Sheet For Green Purchases
- Summary of Legal Basis for Green Purchasing Programs
- Annotated Web-based Resources List
- Seven Sins of Greenwashing Wallet Card
- A Sample List of Criteria for Cleaning Products For Exercise #2
- A Sample List of Criteria for Paints For Exercise #2
- Roster of Registered TEL Training Participants

129

# **QUESTIONS?**

130

## **CONTACT INFORMATION**

- Fred Sturniolo
  - Fred\_sturniolo@nps.gov
  - (202) 513-7078
  
- Sonya Capek
  - Sonya\_Capek@nps.gov
  - (206) 220-4271
  
- Eun-Sook Goidel
  - Eun-Sook\_Goidel@contractor.nps.gov
  - (206) 855-2896

131

## List of Environmental Tools

*Last Updated 12/15/2009*

Tool Name	Type	Format	Description	URL	Purchase or Subscription Cost (if any)
<b>Green Purchasing</b>					
NPS Environmental Purchasing Handbook	Guidance	PDF	Introduces environmental (green) purchasing strategies and methods applicable to NPS procurement activities, and serves as a tool for all NPS staff (including end users, and program and contracting personnel).	<a href="http://inside.nps.gov/waso/custom/menu.cfm?lv=4&amp;prg=1092&amp;id=6667">http://inside.nps.gov/waso/custom/menu.cfm?lv=4&amp;prg=1092&amp;id=6667</a>	\$0.00
OFEE Consolidated List of Designated Green Products	Information	Spreadsheet	A list, compiled by the Office of the Federal Environmental Executive, of all the green product designations under the various federal procurement requirements. This tool will help answer the question "What qualifies as a green product?"	<a href="http://inside.nps.gov/waso/custom/menu.cfm?lv=4&amp;prg=1092&amp;id=6667">http://inside.nps.gov/waso/custom/menu.cfm?lv=4&amp;prg=1092&amp;id=6667</a>	\$0.00
EPA Comprehensive Procurement Guidelines	Guidance	Web-based - public	Part of EPA's continuing effort to promote the use of materials recovered from solid waste. Procurement of CPG items is required by federal facilities	<a href="http://www.epa.gov/epawaste/conserve/tools/cpg/index.htm">http://www.epa.gov/epawaste/conserve/tools/cpg/index.htm</a>	\$0.00
Electronic Product Environmental Assessment Tool (EPEAT)	Information	Database	System that helps purchasers evaluate, compare and select electronic products based on their environmental attributes. The system currently covers desktop and laptop computers, thin clients, workstations and computer monitors.	<a href="http://www.epeat.net/">http://www.epeat.net/</a>	\$0.00
PWR Greening Reports	Information	Word/WP	The Pacific West Region has developed a number of park friendly reports on sustainable products and practices, covering green purchasing, green building products and practices, and other sustainability issues.	<a href="http://inside.nps.gov/regions/region.cfm?rgn=319&amp;lv=3">http://inside.nps.gov/regions/region.cfm?rgn=319&amp;lv=3</a>	\$0.00

USDA Biopreferred Program	Information	Web-based - public	The BioPreferred program aims to increase the purchase and use of renewable, environmentally friendly biobased products while providing "green" jobs and new markets for farmers, manufacturers, and vendors.	<a href="http://www.biopreferred.gov/?SESSION=NO">http://www.biopreferred.gov/?SESSION=NO</a>	\$0.00
USDA Biobased Products Best Practices Guide, 2nd Edition	Guidance	PDF	The purpose of this Best Practices Guide is to provide information that will assist you and your agency to meet the requirements of the Farm Security and Rural Investment Act of 2002 (the Farm bill), which requires Federal agencies to purchase biobased products.	<a href="http://www.soybiobased.org/bestpractices/">http://www.soybiobased.org/bestpractices/</a>	\$0.00
EP Toolkit	Various	Word/WP	Meant to supplement the NPS EP Handbook; includes templates, tracking logs and information	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667</a>	\$0.00
NPS Environmental Purchasing Tracking Tool	Tracking/reporting	Spreadsheet	Can be used by parks to track their purchases of environmentally friendly ("green") products and services.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=7737">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=7737</a>	\$0.00
NPS Vendor Locator Tool	Resource Locator	Spreadsheet	Tool to locate vendors of various types of environmentally preferable products (CPG, biobased, etc.)	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667</a>	\$0.00
NPS Environmental Training Resources Matrix	Resource Locator	Spreadsheet	Matrix of training requirements and resources	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678</a>	\$0.00
Green Janitorial Products and Services	Resource Locator	PDF	A summary of information from reliable sources on green procurement and janitorial practices developed by the Pacific West Region.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667</a>	\$0.00
100+ Best Management Practices - What a Green Park Looks Like	Resource Locator	PDF	A comprehensive listing of purchasing activities and corresponding best management practices developed by the Pacific West Region.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667</a>	\$0.00
Green Office Practices Guide	Guidance	PDF	A table developed by PWR listing common "green practices" that can be undertaken in offices.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6667</a>	\$0.00
<b>Firing Ranges</b>					

Firing Range Lead Release Calculation Tool	Calculator/converter	Spreadsheet	Tool to calculate lead releases from training/qualifications sessions at NPS outdoor firing ranges.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6675">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6675</a>	\$0.00
Calculating Lead Releases and Green Ammo Usage	Guidance	PDF	Guidance to help parks with outdoor firing ranges determine lead releases from training & qualification sessions.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6675">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6675</a>	\$0.00
Bullet Trap Manufacturers	Information	Word/WP	A listing of bullet trap vendor information. EMP does not endorse any vendors or their products.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6675">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6675</a>	\$0.00
<b>Hazardous Materials</b>					
Oil and Hazardous Substances Spill Contingency Plan Template	Document Template	Word/WP	This document serves as a plan template to assist parks with developing a contingency plan for responding to small spills of hazardous substances.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6672">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6672</a>	\$0.00
NPS HAZCOM Train-the-Trainer	Training/Tutorial	PPT Slides	1- and 4-hour presentations used as part of the NPS HAZCOM "train-the-trainer" courses. Slides with notes.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678</a>	\$0.00
Example Chemical Inventory	Tracking/reporting	Spreadsheet	An example of a real chemical inventory spreadsheet maintained by a park. Lists products and manufacturers over several product categories.	<a href="http://inside.nps.gov/waso/customm">http://inside.nps.gov/waso/customm</a>	\$0.00
MSDS Online	Information	Database	Online MSDS database - view & print (annual renewal)	<a href="http://www.msdonline.com">http://www.msdonline.com</a>	\$349.00
Chemical Incompatibility Chart	Information	PDF	A table listing various hazardous materials and wastes with information on incompatible chemicals. Contact between incompatible chemicals can result in fire, explosion, or the formation of toxic fumes.	<a href="http://inside.nps.gov/waso/customm">http://inside.nps.gov/waso/customm</a>	\$0.00
Shipping Hazardous Materials	Guidance	PDF	A fact sheet dealing with DOT training requirements for shippers of hazardous materials.	<a href="http://inside.nps.gov/waso/customm">http://inside.nps.gov/waso/customm</a>	\$0.00
<b>Hazardous Waste</b>					
Creosote-Treated Wood Disposal	Guidance	PDF	A letter from the EPA Office of Solid Waste (OSW) to property owner providing guidance on the proper disposal of creosote-treated wood. (1990)	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673</a>	\$0.00

EPA Recommendations on the Disposal of CCA-Treated Wood	Guidance	PDF	A letter from the Director, EPA Office of Solid Waste (OSW), to the EPA Regions and RCRA Division Directors outlining EPA's recommendations on the disposal of Chromated Copper Arsenate (CCA)-treated wood.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673</a>	\$0.00
NPS 24-hour HAZWOPER Training Manual	Training/Tutorial	PDF	A Hazardous Waste and Emergency Operations (HAZWOPER) training manual that meets the training criteria for first responders at the operations level as set forth in 29 CFR 1910.120 (q)(6)(ii).	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678</a>	\$0.00
EPA RCRA Orientation Manual	Guidance	PDF	A valuable guidance document for NPS staff involved in the management of hazardous waste and/or underground storage tanks.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673</a>	\$0.00
Hazardous Waste TSDF Verification Protocol	Guidance	PDF	NPS document outlining the verification procedure for performing "reliability checks" for all transfer, storage and disposal facilities (TSDFs) for which parks anticipate contracting for services.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673</a>	\$0.00
PWR Generic Pollution Prevention (P2) Plan	Guidance	PDF	A generic P2 Plan developed by the Pacific West Region to provide guidance and direction for the minimization and /or reduction of hazardous waste generation throughout the NPS.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6673</a>	\$0.00
<b>Fuels &amp; Fuel Storage</b>					
NPS Fuel Management Technical Guidance - Part I	Guidance	PDF	A downloadable document meant for personnel from typical parks with small to medium-sized fuel operations.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671</a>	\$0.00
NPS Fuel Management Technical Guidance - Part II	Guidance	Web-based - private	Of interest to personnel using and handling fuel and petroleum products at parks with larger and more complex fueling operations.	<a href="http://pfmdcf1.nps.gov/EMP/hazmat/fuel/Fuelguidebook_Part%20II.cfm?">http://pfmdcf1.nps.gov/EMP/hazmat/fuel/Fuelguidebook_Part%20II.cfm?</a>	\$0.00
EPA Guidance on Cleanup of Biobased Oil/Fuel Spills	Guidance	PDF	The OFEE asked the EPA's Office of Solid Waste about proper management of spills of biobased products. OFEE's questions and the OSW's answers are found in this document.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671</a>	\$0.00
NFPA Codes Online (NFPA 30)	Information	Database	Source for access to the ANSI-approved & up-to-date NFPA codes (annual renewal).	<a href="http://nfpacodesonline.org">http://nfpacodesonline.org</a>	\$875.00

Biodiesel Handling and Use Guidelines	Guidance	PDF	Guidance developed by the Department of Energy intended, in part, for those who use biodiesel and biodiesel-blended fuels.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671</a>	\$0.00
EPA SPCC Website	Information	Web-based - public	EPA's website on the SPCC regulations. Contains original rule and all new final rules amending the reg.	<a href="http://www.epa.gov/emergencies/content/spcc/index.htm">http://www.epa.gov/emergencies/content/spcc/index.htm</a>	\$0.00
NPS Generic SPCC Plan	Document Template	Word/WP	A generic SPCC Plan template that can be used to develop a park-specific SPCC Plan in a common sense and user-friendly format.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6671</a>	\$0.00
<b>Environmental Management Systems</b>					
Model EMS	Document Template	PDF	An NPS Model EMS designed to be consistent with accepted EMS designs in use today, most notably the International Organization for Standardization's (ISO) 14001 standard.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666</a>	\$0.00
NPS Park-level EMS Toolkit 2009	Guidance	PDF	This updated Toolkit includes an overview of the NPS EMS Elements; organizational, facility, and multi-site EMS; requirements of EMS; examples of how to implement the various elements of EMS; and additional EMS resources.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666</a>	\$0.00
EMS Toolkit: Templates	Document Template	Word/WP	Includes a template for EMS Awareness Training, tables, and matrixes which can be customized to reflect the operations of your facility.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666</a>	\$0.00
EMS Glossary	Information	PDF	An explanation of key words, phrases, and acronyms found in the EMS Model, Toolkit, and associated environmental management system resources.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666</a>	\$0.00
EMS Manager's Guide	Guidance	PDF	A guide prepared by OFEE for managers of federal sites, facilities, installations, offices, or organizations where such managers have authority to allocate resources and direct activities.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666</a>	\$0.00
EMS FAQs	Guidance	PDF	A collection of frequently asked questions (FAQs) and answers regarding EMS in general, the NPS EMS implementation process, and the EMS Task Group.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666</a>	\$0.00

EMS Training Slides	Training/Tutorial	PPT Slides	Designed so parks can train employees in EMS requirements and implementation	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6666</a>	\$0.00
EMS Webinar	Training/Tutorial	Video	A recording of the 2009 EMS webinar.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678</a>	\$0.00
EMS Slides	Training/Tutorial	PPT Slides	PPT slides from EMS webinar	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678</a>	\$0.00
<b>Sustainable Building</b>					
Whole Building Design Guide	Guidance	Web-based - public	These specs incorporate green building design and construction into CSI format and include resources to help answer your questions.	<a href="http://www.wbdg.org/">http://www.wbdg.org/</a>	\$0.00
Leadership in Energy and Environmental Design (LEED)	Training/Tutorial	Web-based - public	Developed by the U.S. Green Building Council (USGBC), LEED provides building owners and operators a concise framework for identifying and implementing practical and measurable green building design, construction, operations and maintenance solutions.	<a href="http://www.usgbc.org/DisplayPage.aspx?CategoryID=19">http://www.usgbc.org/DisplayPage.aspx?CategoryID=19</a>	\$0.00
<b>Environmental Auditing</b>					
NPS EnviroFact Sheets	Guidance	Word/WP	Set of tools designed to: Help NPS personnel deal with their environmental management responsibilities; Provide plain english summaries of key environmental management topics relevant to NPS operations and, in most cases, a series of compliance assessment questions; and answer the most common questions about key NPS environmental management topics.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6788">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6788</a>	\$0.00
Environmental Audit Guide	Guidance	Word/WP	Addresses issues that are of particular relevance to environmental auditors such as information on the audit planning process, and steps that should be taken during the pre-visit, site visit, and post-visit process.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6659">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6659</a>	\$0.00
<b>Solid Waste</b>					

NPS Solid Waste Tracking Tool	Tracking/reporting	Spreadsheet	Aid parks in tracking solid waste disposal and recycling.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=7737">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=7737</a>	\$0.00
NPS Solid Waste Management Handbook (pdf)	Guidance	PDF	A comprehensive online guidance document that provides information and assistance to parks regarding solid waste management.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
NPS Solid Waste Management Quick Reference Guide (pdf)	Guidance	PDF	Provides an overview of topics covered in greater detail in the NPS Solid Waste Management Handbook.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
Example Integrated Solid Waste Alternatives Program (ISWAP) Plan (pdf)	Document Template	PDF	A sanitized, read-only version of an actual Park ISWAP plan.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
Sample ISWAP SOW (doc)	Document Template	Word/WP	A sample ISWAP SOW that parks can use to create their own SOWs.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
NPS Solid Waste Tracking Tool (xls)	Tracking/reporting	Spreadsheet	Calculates total trash and diversion quantities, total waste generation, and the diversion rates. Includes tools for converting cubic yards, gallons, square footage, etc. to pounds.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
Trash Container Fill Rate Log (xls)	Tracking/reporting	Spreadsheet	A log that can be used to track the number of containers emptied and determine the estimated percent filled.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
Waste Composition Data Collection and Calculation Sheet (for field sorting) (xls)	Tracking/reporting	Spreadsheet	A printable form that can be used to calculate a field sort waste composition estimate.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
Waste Composition Estimating Tool (xls)	Tracking/reporting	Spreadsheet	A tool for estimating how much of the park's total waste stream is generated by each waste generator.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
Sample Container Inventory (xls)	Document Template	Spreadsheet	An example of a waste container inventory for a park.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00

Solid Waste Equipment Manufacturers (doc)	Information	Word/WP	Provides information on manufacturers of equipment for managing solid waste (i.e., recycling containers, processing equipment, etc.). NPS does not endorse any manufacturers or their products	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6677</a>	\$0.00
Construction Waste Management (California)	Guidance	Word/WP	Specs that are an example to make sure contractors create a Waste Management Plan and consider diverting materials that can be recycled.	<a href="http://inside.nps.gov/regions/region.cfm?rgn=319&amp;lv=3">http://inside.nps.gov/regions/region.cfm?rgn=319&amp;lv=3</a>	\$0.00
Regional Electronics Disposal Guidance	Guidance	Word/WP	Guidance on disposing of electronics in an environmentally responsible (and legal) manner.	<a href="http://inside.nps.gov/regions/region.cfm?rgn=319&amp;lv=3">http://inside.nps.gov/regions/region.cfm?rgn=319&amp;lv=3</a>	\$0.00
<b>Miscellaneous</b>					
SPR Training Webinars	Training/Tutorial	Video	Recordings of the 2009 SPR webinars.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678</a>	\$0.00
SPR Training Slides	Training/Tutorial	PPT Slides	PPT slides from SPR webinars	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6678</a>	\$0.00
Green Marina Guidebook	Guidance	PDF	A helpful reference tool that is designed to help parks and concessioners develop Clean Marina practices that go beyond regulatory compliance and/or contractual requirements to the implementation of best management practices.	<a href="http://classicinside.nps.gov/documents/National_Clean_Marina_Initiative_103107.pdf">http://classicinside.nps.gov/documents/National_Clean_Marina_Initiative_103107.pdf</a>	\$0.00
DOI Environmental and Disposal Liabilities (EDL) Handbook (v 2.0)	Guidance	PDF	Provides a description of the EDL Assessment process and outlines the approach for estimating and reporting contingent environmental liabilities across all bureaus.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6820">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6820</a>	\$0.00
Level 1 Pre-Acquisition ESA Guidance Manual	Guidance	PDF	Provides NPS personnel with the context and guidance for the process of conducting a Level I Pre-Acquisition Environmental Site Assessment (Level I Survey).	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6670">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6670</a>	\$0.00
Level I Pre-Acquisition Check List	Guidance	Word/WP	An editable Level I Survey checklist for proposed real estate acquisitions.	<a href="http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6670">http://inside.nps.gov/waso/custommenu.cfm?lv=4&amp;prg=1092&amp;id=6670</a>	\$0.00

# Summary of the Legal Basis for Green Purchasing Programs

January 2010

## Recycled Content

- Legal basis: Resource Conservation and Recovery Act section 6002, E.O. 13423 and various FAR clauses (FAR 52.204-4, 52.223-4, 52.223-9, 52.223-10, 52.223-17)
- What's required: Purchase EPA-designated recycled content products
- For more information: <http://www.epa.gov/cpg>

## ENERGY STAR® and FEMP-Designated Products and Low Standby Power Devices

- Legal basis: Energy Policy Act, Energy Independence and Security Act of 2007, E.O.s 13423, 13514, and 13221 and various FAR provisions (FAR 52.223-14(b)(1)(viii), 52.223-15)
- What's required: Reduce building energy use; purchase ENERGY STAR and FEMP- designated products, products that use minimal standby power; renewable energy; and EPEAT-registered products
- For more information: [http://www.energystar.gov/index.cfm?c=fed\\_agencies.fed\\_ag\\_index](http://www.energystar.gov/index.cfm?c=fed_agencies.fed_ag_index)

## Biobased Products

- Legal basis: Farm Security and Rural Investment Act of 2002 section 9002, E.O. 13423 and various FAR provisions (FAR 52.223-1, 52.223-2)
- What's required: Purchase USDA-designated biobased products
- For more information: <http://www.usda.gov/biopreferred>  
<http://www.usda.gov/procurement/programs/biopreferred.htm>

## Environmentally Preferable Products

- Legal basis: E.O.s 13423 and 13514
- What's required: Purchase environmentally preferable products and services
- For more information: <http://www.epa.gov/epp>

## Alternative Fuel Vehicles/Alternative Fuels

- Legal basis: Energy Policy Act, E.O. 13423 and 13514
- What's required: Purchase alternative fuel vehicles, alternative fuels, and recycled content vehicular products; use low greenhouse gas emitting vehicles; reduce petroleum consumption
- For more information: [http://www1.eere.energy.gov/femp/program/fedfleet\\_management.html](http://www1.eere.energy.gov/femp/program/fedfleet_management.html)

## Non-Ozone Depleting Substances

- Legal basis: Clean Air Act, E.O. 13423
- What's required: Purchase alternatives to ozone depleting substances
- SNAP -- EPA's Significant New Alternatives Policy Program identifies alternatives to ozone-depleting substances and provides lists of acceptable and unacceptable substitutes. The web site provides information on product alternatives.
- For more information: [www.epa.gov/ozone/snap/lists/index.html](http://www.epa.gov/ozone/snap/lists/index.html)

## WaterSense Products

- Legal basis: EO 13514
- What's required:

- For more information:

#### **EPEAT**

- Legal basis: Executive Order 13423 and 13514 and FAR provisions (FAR 52.223-16)
- What's required: Update all contracts to reflect E.O. 13423 and 13514 requirements to buy EPEAT-registered products; Specify EPEAT-registered products in every task order; Use list of EPEAT-registered products at [www.epeat.net](http://www.epeat.net); Buy from resellers who identify EPEAT- registered products; Buy off Government Wide Acquisition Contracts which identify EPEAT registered products (NASA SEWP IV and ODIN, GSA Alliant).

**NOTE: All DOI bureaus must buy from the mandatory department-wide IT hardware contract. All monitors, desktops and laptops on this contract meet the EPEAT requirements.**

# ENVIRONMENTAL PURCHASING WEB RESOURCES

## January 2010

### WEBSITES REFERENCED IN THE TRAINING

- **InsideNPS Intranet Site on Green Purchasing** contains numerous resources related to green purchasing including guides and tools that have been developed or adapted specifically for NPS purchasers. For example, you can find:
  - Green Purchasing Tracking Tool
  - Environmental Purchasing in the National Park Service: A How-to Handbook
  - Many other tools and resources related to green purchasing<http://inside.nps.gov/waso/custommenu.cfm?lv=4&prg=1092&id=6667>
- **FedCenter.gov** *FedCenter.gov* is the Federal government's home for comprehensive environmental stewardship and compliance assistance information. A wide variety of tools, resources and training information is available at: <http://www.fedcenter.gov/programs/buygreen/>
- For a detailed presentation on the *Legal Basis of the Federal Green Purchasing Requirements*, see Dana Arnold's presentation found at: [http://www.fedcenter.gov/Documents/index.cfm?id=14261&pge\\_prg\\_id=26960](http://www.fedcenter.gov/Documents/index.cfm?id=14261&pge_prg_id=26960)
- Executive Order 13514 on Federal Sustainability, Secretarial Order 3289, and What They Mean for NPS can be found at: <http://www.nps.gov/climatefriendlyparks>
- **Green Products Compilation**, version 4 by the Office of the Federal Environmental Executive can be found at: <http://www.fedcenter.gov/programs/buygreen/>, see list of tools on the right hand column. The compilation is revised frequently, so be sure to check for updates.
- The Department of the Interior's **Sustainable Practices Reporting** system is located at: <http://www.nbc.gov/spreport>
- The **Federal Trade Commission's** Guides for Use of Environmental Marketing Claims ("FTC Green Guides") can be found at: [www.epa.gov/epp/pubs/claims.htm](http://www.epa.gov/epp/pubs/claims.htm)
- **The Seven Sins of Greenwashing**, along with the "Name that Sin" game, and the wallet card can all be found at: <http://sinsofgreenwashing.org>
- For a comprehensive list of **environmental standards and specifications**, visit EPA's EPP Database located at: <http://yosemite1.epa.gov/oppt/epstand2.nsf>
- **GSA Advantage**, <http://www.gsaadvantage.gov>, click "Environmental" under Special Programs listed on the left hand column.
- **UNICOR**, [http://www.unicor.gov/about/environmental\\_sensitivity/index.cfm](http://www.unicor.gov/about/environmental_sensitivity/index.cfm)
- **AbilityOne**, formerly the JWOD Program, <http://www.abilityone.gov/index.html>

## **FEDERAL GREEN PURCHASING PROGRAM WEBSITES**

- **EPA's Comprehensive Procurement Guidelines** program is part of EPA's continuing effort to promote the use of materials recovered from solid waste. The Web site contains detailed information on various recycled-content products and manufacturers as well as fact sheets, buy recycled news, and links to additional resources. <http://www.epa.gov/cpg>
- **EPA's Energy Star Program** is a voluntary program that promotes energy efficient products by labeling with the Energy Star logo and educating consumers about the unique benefits of energy efficient products. The Web site contains fact sheets, publications, product specifications, and lists of manufacturers and partners.  
[http://www.energystar.gov/index.cfm?c=fed\\_agencies.fed\\_ag\\_index](http://www.energystar.gov/index.cfm?c=fed_agencies.fed_ag_index)
- **DOE's Federal Energy Management Program's** energy efficient product procurement website includes product specifications, interactive energy cost calculators, model procurement language, and other resources to help in the purchasing of energy-efficient products.  
<http://www1.eere.energy.gov/femp/procurement/>
- **USDA's Bio-Preferred Program website** was designed as a resource for producers of biobased products, federal agencies required to purchase them, and others interested in renewable products. It includes information on submitting products for designation, instructions on meeting requirements to purchase biobased materials, and many other useful topics.  
<http://www.usda.gov/biopreferred>
- **EPA's Environmentally Preferable Purchasing** Web site contains numerous resources, including a searchable EPP database, product guides, hands-on training tools and many other resources.  
[www.epa.gov/oppt/epp](http://www.epa.gov/oppt/epp)
- **EPA's WaterSense** is a partnership program that seeks to protect the future of our nation's water supply by promoting water efficiency and enhancing the market for water-efficient products, programs, and practices. <http://epa.gov/watersense>
- The **Office of the Federal Environmental Executive** 's mission is to promote **sustainable environmental stewardship** throughout the federal government and stewards the interagency Steering Committee on Federal Sustainability. <http://www.ofee.gov>

## **FEDERAL GREEN PURCHASING TRAINING RESOURCES**

- A variety of environmental purchasing courses offered through DOI Learn can be found at:  
<https://doilearn.doi.gov/>
- Check **FedCenter.gov Training** page for up-to-date training opportunities offered by a variety of federal agencies and departments.  
<http://www.fedcenter.gov/training>
- **US EPA** provides a variety of training on Energy STAR labeled products  
[http://www.energystar.gov/index.cfm?c=bulk\\_purchasing.bus\\_purchasing\\_key\\_benefits#online](http://www.energystar.gov/index.cfm?c=bulk_purchasing.bus_purchasing_key_benefits#online)

- The **General Services Administration (GSA)** SmartPay Web-based training for purchase card holders includes green purchasing requirements  
<http://fss.gsa.gov/webtraining/trainingdocs/smartpaytraining/intro.cfm>
- **FEMP First Thursday Webinars**  
The U.S. Department of Energy's Federal Energy Management Program (FEMP) is offering a series of webinars on the first Thursdays of February through June 2010. The seminars address topics including, but not limited to, Energy 101, Intro to EO 13514, Federal Greenhouse Gas Accounting and Reporting, and Water Efficiency. These webinars, and the links to register for the webinars, are listed on the FEMP website: <http://www1.eere.energy.gov/femp/services/training.html>

## **STATE AND LOCAL GOVERNMENT RESOURCES**

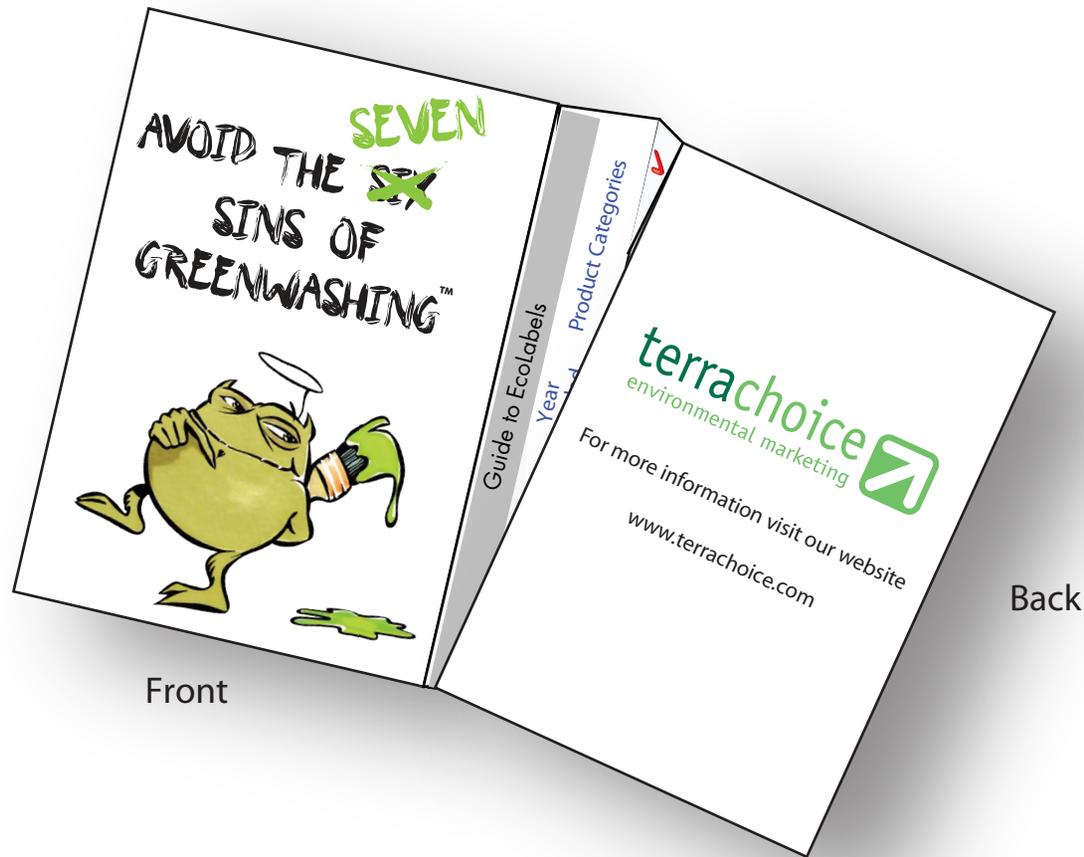
- **Alameda County, California**, has a strong buy-recycled program and has recently begun to expand beyond to consider other environmental aspects of products and services that the County purchases. The website contains links to detailed product-specific fact sheets.  
<http://www.stopwaste.org>
- **The California Integrated Waste Management Board's** Buy Recycled programs promote the State of California's policy to buy environmentally preferable products. The programs support the Department of General Services (DGS), all other State agencies, and local governments in establishing policies and practices for purchasing recycled-content products (RCP), as well as support activities that promote waste reduction and management.  
<http://www.ciwmb.ca.gov/buyrecycled/>
- **King County, Washington**, has one of the most well-established EPP Programs in the United States. Its Web site contains many EPP resources, including a model policy, contract language, detailed outlines of experience with several products, *EP Bulletins*, and links to various EPP resources.  
[http://www.kingcounty.gov/operations/procurement/Services/Environmental\\_Purchasing.aspx](http://www.kingcounty.gov/operations/procurement/Services/Environmental_Purchasing.aspx)
- The **Commonwealth of Massachusetts** hosts a comprehensive EPP Web site that includes valuable resources for procurement officials. The site contains detailed information on an extensive list of products, including specifications and fact sheets, as well as a thorough list of links to various EPP-related Web sites. <http://www.moea.state.mn.us/lc/purchasing/index.cfm>
- **Minnesota's Environmental Purchasing** Web site contains a unique searchable directory of recycled-content products made in Minnesota, as well as a list of model EPP programs in various local governments and states and many product examples.  
<http://www.pca.state.mn.us/oea/epp/index.cfm>
- **City of Seattle, Washington** – Website includes information on policies, guidelines and programs that support ongoing EPP. Site includes great information about the City's green janitorial program and examples of specifications. <http://www.ci.seattle.wa.us/environment/purchasing.htm>.
- Visit **Responsible Purchasing Network** website for additional listing of state and local EPP programs. RPN is an international network of buyers dedicated to socially responsible and environmentally

sustainable purchasing. RPN provides its members with numerous tools, including webinars, purchasing guides and other publications related to sustainable purchasing.

<http://www.responsiblepurchasing.org/>

## **OTHER RESOURCES**

- The Northeast Recycling Council (NERC) established EPPNet, the **Environmentally Preferable Products Procurement Listserv**, to link federal, state, local, and private procurement and environmental officials charged with purchasing environmentally preferable products and developing policies for the procurement of these products. The EPPNet is intended to provide quick access to information such as: availability of product specifications, lists of vendors for particular products, pricing information, strategies to achieve environmentally preferable procurement goals, and federal procurement policies. <http://www.nerc.org/eppnet/index.html>
- **Green Seal** is an independent, nonprofit organization dedicated to protecting the environment by promoting the manufacture and sale of environmentally responsible consumer products, such as cleaners, paint, and office equipment. It sets environmental standards and awards a "Green Seal of Approval" to products that cause less harm to the environment than other similar products. [www.greenseal.org](http://www.greenseal.org)
- **INFORM** established its Purchasing for Pollution Prevention Program to assist federal, state, and local governments purchase safer alternatives to products containing persistent, bioaccumulative toxic chemicals (PBTs) such as mercury, lead, and dioxins. [http://www.informinc.org/p3\\_00.php](http://www.informinc.org/p3_00.php)
- **Scientific Certification Systems** was established in 1984 as the nation's first third-party certifier for testing pesticide residues in fresh produce. SCS recognizes the highest levels of performance in food safety and quality, environmental protection and social responsibility in the private and public sectors, and to stimulate continuous improvement in sustainable development. <http://www.scscertified.com/>
- **GreenBiz.com** is the leading online news and information resource on how to align environmental responsibility with business success. It offers more than 8,000 resources, including daily news and feature stories, reports, checklists, case studies, and links to organizations, technical assistance programs, government agencies, and recognition programs. It publishes a free weekly e-newsletter, GreenBuzz. <http://www.greenbiz.com>



Front

Back

Wallet Card Diagram

## How to make your Wallet Card

1. Cut out the Wallet Card along dotted lines labelled "Cut".
2. Then fold along the dotted line starting with "Fold 1" in the center.
3. Continue with "Fold 2, 3 and 4".
4. When flattened your Wallet Card should look like this Diagram on the left.
5. You are now ready and prepared to make more educated purchases as a green consumer.



AVOID THE SEVEN  
SINS OF  
GREENWASHING™

**Green-wash** (grēn'wōsh',-wōsh') - verb: the act of misleading consumers regarding the environmental practices of a company or the environmental benefits of a product or service.

**Sin of the Hidden Trade-Off:** Does the product focus only on one or two environmental issues while ignoring others that may also be important? Every product has multiple environmental impacts and truly greener products try to address them all.

Guide to Ecolabels				Certification or Labeling Process			
Eco-label Name & Website	Label	Year Founded	Product Categories	Lifecycle-based*	Third-party certified	Publicly Available Standard	Transparent Standard Development Process
Chlorine Free Products (CFPA) www.chlorinefreeproducts.org		1994	*Pulp and Paper Products.		✓	✓	
Design for Environment (DfE) www.epa.gov/dfe		1992	*Cleaning Products. *Office Products.	✓			
EcoCert www.ecocert.com		2000	*Organic Ingredients.	single-issue (organic certification)	✓	✓	✓
EcoLogo www.ecologo.org		1988	*Health and Beauty Products. *Cleaning Products. *Home Products. *Office Products. *Electronics. *Building/Construction Products.	✓	✓	✓	✓
Energy Star www.energystar.gov		1992	*Home Products. *Building/Construction Products. *Electronics.	single-issue (energy efficiency)		✓	✓
EPEAT www.epeat.net		2005	*Electronics.	✓		✓	✓
Forest Stewardship Council (FSC) www.fsc.org		1993	*Wood and Paper Products.	single-issue (forest management)	✓	✓	✓
Green Seal www.greenseal.org		1989	*Cleaning Products. *Office Products. *Building/Construction Products.	✓	✓	✓	✓
GREENGUARD www.greenguard.org		2001	*Building/Construction Products. *Home Products. *Cleaning Products. *Office Products.	single-issue (indoor air quality)	✓	✓	✓
Sustainable Forestry Initiative (SFI) www.sfiprogram.org		1995	*Wood and paper products.	single-issue (forest management)	✓	✓	✓
USDA Organic www.ams.usda.gov		2002	*Organic Ingredients.	single-issue (organic certification)	✓	✓	✓
WaterSense www.epa.gov/watersense		2006	*Home *Building/Construction Products.		✓	✓	✓

**Sin of No Proof:** Does the product offer evidence of its claim, either on the package or on the company website? Company websites and respected certifications can provide proof.

**Sin of Vagueness:** When you really think about it, what does the claim ('environmentally-friendly', for example) really mean? Does it provide details for all environmental impacts of the product like the amount of packaging used, the manufacturing process and how the product is disposed?

**Sin of Worshipping False Labels:** Does the product, through words or an image like a logo, give the impression of third-party certification or endorsement where no such endorsement exists? In other words; fake labels.

**Sin of Irrelevance:** Are the green claims true of all products in the category? Remember lots of things are 'recyclable', and CFCs (which caused ozone depletion) were banned 30 years ago.

**Sin of Lesser of Two Evils:** Is the claim trying to make you feel 'green' about a product category that is basically 'ungreen'? Is organic tobacco, for example, really a green product?

**Sin of Fibbing:** Can the manufacturer back up certified organic or green claims? Can they prove their certification (ie. by being listed on the certification body's website)?

For more information visit our website  
www.terrachoice.com

**terrachoice**  
environmental marketing

\* A sample of credible eco-labels available to North American consumers. Created June 2009.  
\* Lifecycle-based eco-labels consider the environmental impacts from all phases of a product's life including; the raw materials, the manufacturing process, the product itself, its distribution and use, and its ultimate disposal (or recycling/re-use).

**Introduction to Environmental "Green" Purchasing - January 21, 2010**

**Studio Roster as of January 15, 2010**

<b>Bureau</b>	<b>Org Name</b>	<b>Last Name</b>	<b>First Name</b>	<b>Job Title</b>
NPS	ALPO	AUGHINBAUGH	BRAD	SUPVY FACILITY OPERATIONS SPECIALIST
NPS	ALPO	BOSLEY	DOUGLAS	PARK GUIDE
NPS	ALPO	GARCIA	DIANE	PARK RANGER (INTERPRETATION)
NPS	ALPO	GORE	MICHAEL	MAINTENANCE WORKER
NPS	ALPO	HUGHES	DANETTE	BUDGET ANALYST
NPS	ALPO	LASSAK	LEONARD	ELECTRICIAN
NPS	ALPO	MCGLYNN	FRANCIS	SAFETY & OCC. HEALTH SPEC.
NPS	ALPO	MEESE	MARY	FINANCIAL TECHNICIAN (OA)
NPS	ALPO	MILES	DONALD	MAINTENANCE WORKER
NPS	ALPO	MILLER	EUGENE	ENGINEERING EQUIPMENT OPERATOR
NPS	ALPO	NOVAK	FREDERICK	MAINTENANCE MECHANIC
NPS	ALPO	O'MALLEY	MEGAN	SUPERVISORY PARK RANGER
NPS	ALPO	PENROD	KATHY	NATURAL RES. MGMT. SPECIALIST
NPS	ALPO	TEMOFONTE	JENIFER	SECRETARY (OA)
NPS	ALPO	WINTERS	PATRICIA	ADMINISTRATIVE OFFICER
NPS	ANJO	GEORGION	SUSAN	PARK GUIDE
NPS	ANTI	HINTON	CHARLES	MAINT. MECH. SUPV. (MVO)
NPS	ANTI	KAY	SERENA	PURCHASING AGENT
NPS	ANTI	KIRKMAN	KIRK	EXHIBITS SPECIALIST
NPS	ANTI	WAGNER	BENJAMIN	FACILITY OPERATIONS SPECIA
NPS	ANTI	WALKER	KEVEN	HISTORIAN
NPS	AZRU	ARVISO	MATILDA	ADMINISTRATIVE OFFICER
NPS	AZRU	NICOLAS	SARA	OFFICE AUTOMATION CLERK
NPS	BIBE	TILLMAN	CHRISTIANN	VISITOR USE ASSISTANT
NPS	BISO	GRAHAM	ANGELA	PURCHASING AGENT
NPS	BITH	MOORE	RAYMOND	SUPVY FACILITY OPERATIONS SPECIALIST
NPS	CABR	ECCLES	SHAWN	VISITOR USE ASSISTANT
NPS	CACH	DELACRUZ	MICHELLE	BIOLOGIST
NPS	CAHA	COLEMAN-AGUILAR	ELIZABETH	CONTRACT SPECIALIST
NPS	CAHA	JOHNSON	COLLETTE	INTERPRETIVE ACTIVITIES ASST (OA)
NPS	CAHA	ROSE	LARISSA	FACILITY SERVICES ASSISTANT (OA)
NPS	CANA	ROSEL	BRUCE	MAINTENANCE MECHANIC SUPV
NPS	CARE	MITCHELL	CARRIE	MAINTENANCE CLERK (OA)
NPS	CASA	HOOVER	JOHN	ENVIRONMENTAL PROGRAM MGR
NPS	CATO	CARTWRIGHT	TINA	FACILITY MANAGER
NPS	CAVE	ABREGO	RUBEN	GENERAL OPERATIONS FOREMAN
NPS	CHAM	VARGAS	FANNIE	PURCHASING AGENT
NPS	CHPI	PUSEY-CAMERON	SANDRA	CULTURAL RES PROGRAM MANAGER
NPS	COLM	EDDINGTON	TERESA	MAINTENANCE WORKER
NPS	COWP	LESTER	MICHELLE	ADMINISTRATIVE OFFICER
NPS	COWP	MCKAY	KATHERINE	SUPERVISORY PARK RANGER
NPS	CUVA	FEARON	BARBARA	ADMINISTRATIVE OFFICER
NPS	DEVA	TILMAN	JOE	ENGINEERING TECHNICIAN
NPS	DEWA	O'LEARY	DEBRA	MANAGEMENT ASSISTANT
NPS	ELMA	COLBORN	KELLY	PARK RANGER (PROTECTION)
NPS	ELMA	COLLINS	KATHRYN	PARK MANAGER
NPS	ELMA	DELONG	LESLIE	SUPERVISORY PARK RANGER (I)
NPS	ELMA	DUKART	DAVID	FIRE MGMT SPEC(PRESCRIBED F AND F)
NPS	ELMA	KENDRICK	JAMES	ARCHEOLOGIST
NPS	ELMA	LORENZO-ERIACHO	LESLEY	ADMINISTRATIVE TECHNICIAN
NPS	ELMA	MITCHELL	PATRICIA	ADMINISTRATIVE OFFICER
NPS	ELMO	MOOSMAN	FRED	SUPERVISORY PARK RANGER
NPS	FLNI	BLACK	BARBARA	MUSEUM CURATOR
NPS	FLNI	BROWN	CHRISTINA	OFFICE SUPPORT ASSISTANT (OA)
NPS	FODO	BOYD	DEBORAH	ADMINISTRATIVE OFFICER
NPS	FOFR	WESTER	MARY	PARK MANAGER (SUPERINTENDENT)
NPS	FONE	CLARK	JANE	EDUCATION PROGRAM SPECIALIST
NPS	FONE	MARKWARDT	THOMAS	PARK RANGER

NPS	FOTH	MCMANUS	ANDRE	ADMINISTRATIVE TECHNICIAN
NPS	FOTH	PEGRAM	JOAN	ADMINISTRATIVE OFFICER
NPS	FRHI	HOWER	DELMAR	MAINTENANCE MECHANIC
NPS	FRHI	REEDY	BRIAN	PARK RANGER (INTERPRETATION)
NPS	GAAR	YOUNGBLOOD	JULIA	FACILITY OPERATIONS SPECIALIST
NPS	GLCA	DAVID	JOSEPH	ENVIRONMENTAL PROTECTION SPECIALIST
NPS	GRCA	DOWELL	KEVIN	FIELD GEN MAINT & OPER SUPV
NPS	GREE	CUNNINGHAM	FREDERICK	SUPERVISORY PARK RANGER
NPS	GREE	JOHNSON	AMBROSE	AGRICULTURAL EQUIP REPAIRER
NPS	GRPO	NOVITSKY	ROSE	ADMINISTRATIVE OFFICER
NPS	GRPO	SEITZ	BRANDON	BIOLOGICAL SCIENCE TECHNICIAN
NPS	GUIS	BLAIR	SUSAN	SUPERVISORY PARK RANGER
NPS	GUIS	ZANI	RICHARD	SAFETY & OCC. HEALTH SPEC.
NPS	HAFC	BAKER	GLORIA	HUMAN RESOURCES SPEC (HR DEVELOPMENT)
NPS	HAFC	FLEMING	SELMA	ADMINISTRATIVE TECH (OA)
NPS	HAFC	KAISER	BRUCE	WAYSIDE EXHIBIT SPEC (GENERAL)
NPS	HAFC	LACOME	MICHAEL	VISUAL INFO SPEC (EXHIBITS)
NPS	HAFC	SHIELDS	STEPHANIE	ADMINISTRATIVE SUPPORT CLERK
NPS	HAFE	GLADDEN	RICHARD	MAINTENANCE WORKER LEADER(MVO)
NPS	HAFE	HARRIETT	REBECCA	PARK MANAGER (SUPERINTENDENT)
NPS	HAFE	KERWIN-NISBET	ELIZABETH	PARK RANGER (INTERPRETATION)
NPS	HAFE	MILLER	SHERRI	CONTRACT SPECIALIST
NPS	HAFE	NISBET	DALE	BIOLOGIST
NPS	HAFE	PARKER	ANN	FACILITIES SERVICES ASSISTANT
NPS	HAFE	WOODS	JEFFRIE	SUPERVISORY PARK RANGER
NPS	HALE	GRAGAS	APRIL	ADMIN SUPPORT ASSISTANT
NPS	HALE	PEREZ	LUCY	PROCUREMENT TECHNICIAN
NPS	HEHO	EDWARDS	MICHAEL	GARDENER (MOTOR VEHICLE OPERATOR)
NPS	HEHO	HONEMANN	DARIS	MAINTENANCE MECHANIC
NPS	HOSP	GARVIN	LISA	SUPERVISORY PARK RANGER
NPS	HOSP	HAMPTON	JASON	ADMINISTRATIVE SUPPORT ASSISTANT (OA)
NPS	HOSP	INGLE	DONNA	BUDGET ANALYST
NPS	HOSP	SEARS	GAIL	INTERPRETIVE PROGRAM ASSISTANT
NPS	IATR	KROLL	KAREN	ADMINISTRATIVE CLERK (OA)
NPS	INDE	MURPHY	BARBARA	CONTRACT SPECIALIST
NPS	INDU	BREMER	MICHAEL	SUPERVISORY PARK RANGER
NPS	INDU	GARLAND	TONYA	FACILITY SERVICES ASSISTANT
NPS	INDU	GRIFFIN	RONALD	MOBILE EQUIPMENT OPERATOR
NPS	INDU	MEADOWS	JOE	AUTOMOTIVE WORKER
NPS	INDU	NELSON	LORENA	CUSTODIAL WORKER SUPERVISOR
NPS	INDU	PURCELL	STEPHANIE	SECRETARY (OA)
NPS	INDU	SMITH	WENDY	PARK RANGER
NPS	INDU	THOMAS	MICHAEL	ENG EQUIP OPTR SUPERVISOR
NPS	JEFF	SIGAFOOS	MARIE	BUDGET TECHNICIAN
NPS	JELA	BUTLER	CHARLES	MAINTENANCE WORKER
NPS	JOFL	HARTMAN	LARRY	PARK RANGER (PROTECTION)
NPS	JOFL	RICHARDSON	DOUGLAS	PARK RANGER (INTERPRETATION)
NPS	JOTR	GAUNT	DEBRA	OFFICE ASSISTANT (OA)
NPS	JOTR	HARRISON	MICHELLE	CONTRACT SPECIALIST
NPS	JOTR	JUAREZ	ELENA	MAINTENANCE MECH WRKR FOREMAN
NPS	JOTR	PILCHER	ROBERTA	ADMINISTRATIVE SUPPORT ASSISTANT
NPS	JOTR	VIGAR	DUANE	MAINTENANCE WORKER
NPS	LAME	MARSH	CHERYLANN	FACILITY MGT SYSTEMS SPEC
NPS	LARO	MICHAEL	PATRICK	MAINTENANCE MECHANIC SUPV
NPS	LARO	OWENS	WAYNE	CONTRACT SPECIALIST
NPS	LECL	BURMEISTER	DENNIS	ADMINISTRATIVE SUPPORT ASS
NPS	LECL	WHITMER	RHONDA	SECRETARY (OA)
NPS	LIBO	BROWN	DAVID	MAINTENANCE WORKER SUPERVISOR
NPS	LIBO	FERGUSON	GARY	MAINTENANCE WORKER
NPS	LIBO	LUTHY	CONNIE	MAINTENANCE WORKER
NPS	LIBO	SNIDER	NICHOLAS	CUSTODIAL WORKER (MVO)
NPS	LIHO	BOYD	JASON	PARK RANGER (INTERPRETATION)

NPS	LIHO	GUNDRUM	LAURA	PARK RANGER (INTERPRETATION)
NPS	LIHO	HAAKE	SUSAN	MUSEUM CURATOR
NPS	LIHO	POPOLIS	JOHN	MUSEUM TECH (GENERAL)
NPS	LIHO	RIME	NANCY	ADMINISTRATIVE OFFICER
NPS	MAWA	REESE	WILLIAM	MAINTENANCE MECHANIC
NPS	MIIN	SIMON	EVELYN	ADMINISTRATIVE TECHNICIAN
NPS	MWAC	SWENSON	CHRISTINA	ADMINISTRATIVE TECH (OA)
NPS	MWRO	BAKER	JAMES	CONTRACT SPECIALIST
NPS	MWRO	BENNETT	SUSANNA	PURCHASING AGENT
NPS	MWRO	BRADLEY	TONYA	CONTRACT SPECIALIST
NPS	MWRO	CLARKE	LINDA	CONTRACT SPECIALIST
NPS	MWRO	CONROY	JAMES	ENVIRONMENTAL ENGINEER
NPS	MWRO	FERGUSON	PATRICIA	CONTRACT SPECIALIST
NPS	MWRO	FRITZ	LINDA	CONTRACT SPECIALIST
NPS	MWRO	GORDON	LINDA	PURCHASING AGENT
NPS	MWRO	HAAKE	BEVERLY	CONTRACT SPECIALIST
NPS	MWRO	HURT	BARBARA	CONTRACT SPECIALIST
NPS	MWRO	IMHOFF	DEBRA	SUPV CONTRACTING OFFICER
NPS	MWRO	MC VAY	THEORA	CONTRACT SPECIALIST
NPS	MWRO	SCHULTZ	KAREN	CONTRACT SPECIALIST
NPS	MWRO	SHAHAN	JANICE	CONTRACT SPECIALIST
NPS	MWRO	SIEVERS	GEORGE	CONTRACT SPECIALIST
NPS	MWRO	SPENGLER	TINA	CONTRACT SPECIALIST
NPS	MWRO	SPOHN	KENNETH	SUPVY CONTRACT SPECIALIST
NPS	MWRO	VANDERZANDEN	DIANA	CONTRACT SPECIALIST
NPS	NACE	CARR	DOUGLAS	MAINTENANCE MECHANIC SUPERVISOR (MVO)
NPS	NACE	GELB	ALEXIS	PARK RANGER
NPS	NAMA	MAULDIN	JIMMIE	PRESERVATION WORKER (MVO)
NPS	NAMA	PETRU	EDWARD	PARK RANGER (VIP PROG MANAGER)
NPS	NAMA	SIMS	STEVEN	CIVIL ENGINEER
NPS	NCRO	O'NEILL	ANNE	OUTDOOR RECREATION PLANNER
NPS	NCSO	JONES ESTES	PRISCILLA	PROGRAM ASSISTANT
NPS	NEPE	CUEVAS	PHILIP	CONTRACT SPECIALIST
NPS	NEPE	ECKBERG	SCOTT	PARK RANGER
NPS	NEPE	GROSECLOSE	DENNIS	MAINTENANCE WORKER SUPERVISOR
NPS	NEPE	KIPP	JESSE	MAINTENANCE WORKER
NPS	NRSS	KAMMERER	DONALD	ADMINISTRATIVE SUPPORT ASSISTANT (OA)
NPS	OLYM	ROBERSON	RODNEY	SUPVY CONTRACT SPECIALIST
NPS	OZAR	BRUCE	PEGGY	FIRE PROGRAM ASSISTANT
NPS	OZAR	CLARK	PAULA	ADMINISTRATIVE ASSISTANT
NPS	OZAR	CULPEPPER	BRYAN	PARK RANGER (INTERPRETATION)
NPS	OZAR	DORRIS	PATTY	SECRETARY (OFFICE AUTOMATION)
NPS	OZAR	FASSO	VINCENT	HEAVY MOBILE EQUIP MECH
NPS	OZAR	GRIFFIN	SHERRY	SECRETARY (OA)
NPS	OZAR	HALBERT	RICHARD	ENGINEERING EQUIP. OPER. S
NPS	OZAR	MELTON	LAURA	SECRETARY (OA)
NPS	OZAR	O'DONNELL	WILLIAM	PARK RANGER (INTERPRETATION)
NPS	OZAR	PRICE	JAMES	CHIEF RESOURCES MANAGEMENT
NPS	OZAR	SMITH	WILLIAM	MAINTENANCE WORKER LEADER
NPS	OZAR	STEWART	JULIE	SUPPLY TECHNICIAN
NPS	OZAR	STRENFEL	JOSEPH	ENVIRONMENTAL PROTECTION SPECIALIST
NPS	OZAR	SWOFFORD	DANIEL	IT PROGRAM MANAGEMENT SPECIALIST
NPS	OZAR	TERRILL	CARL	MAINTENANCE MECHANIC SUPER
NPS	OZAR	WEAVER	THOMAS	ENGINEERING EQUIPMENT OPERATOR
NPS	PARA	KLEIN	RAYMOND	PARK RANGER (PROTECTION)
NPS	PGSO	GANNON	JOHN	CONTRACT SPECIALIST
NPS	PGSO	POWERS	FRANK	CONTRACT SPECIALIST
NPS	PGSO	SIMMONS	JOEL	CONTRACT SPECIALIST
NPS	PGSO	WOODARD	JARA	CONTRACT SPECIALIST
NPS	PORE	HAMMOND	SARA	FACILITY MGMT SYSTEMS SPECIALIST
NPS	PRWI	BALLESTEROS	TRACY	SUPVY OUTDOOR RECR PLANNER
NPS	PRWI	CHILDS	BRENT	MAINT MECHANIC SUPERVISOR

NPS	PRWI	CONNER	CSABA	MAINTENANCE MECHANIC
NPS	PRWI	DICKINSON	TERESA	SUPVY FACILITY OPERATIONS SPECIALIST
NPS	PRWI	JOHNSON	GORDON	FACILITY OPERATIONS SPECIALIST
NPS	PRWI	KING	LEON	ELECTRICIAN
NPS	PRWI	LIFFERT	GEORGE	PARK MANAGER
NPS	PRWI	REVIS	NORMA	ADMINISTRATIVE OFFICER
NPS	PRWI	SCHROEDER	ROCCO	MAINTENANCE MECHANIC SUPERVISOR
NPS	PRWI	SHEA	KENNETH	MAINTENANCE MECHANIC SUPERVISOR
NPS	PRWI	WALKER	JAMES	ELECTRICAL WORKER
NPS	REDW	ARGUELLO	LEONEL	SUPERVISORY BOTANIST
NPS	REDW	AUSEMA	SUSANNA	EDUCATION TECHNICIAN
NPS	REDW	BECKENDORF	IVAN	MAINTENANCE WORKER
NPS	REDW	CHAPMAN	ALAN	MAINTENANCE WORKER LEADER
NPS	REDW	COOPER	JANET	OFFICE ASSISTANT
NPS	REDW	DAVIS	SUSAN	EDUCATION TECHNICIAN
NPS	REDW	DENNY	LAURA	PARK RANGER
NPS	REDW	FISHER	LISA	OFFICE AUTOMATION ASSISTANT
NPS	REDW	GIDDINGS	VALERIE	PURCHASING AGENT
NPS	REDW	GOSS	MICHAEL	MOTOR VEHICLE OPERATOR
NPS	REDW	HENSEL	CINDY	MAINTENANCE SUPPORT ASSISTANT
NPS	REDW	HINES	TERRY	SUPVY. BIOLOGICAL SCIENCE TECH
NPS	REDW	WENDT	COLLEEN	STUDENT TRAINEE (PROCUREMENT)
NPS	RICH	BRUCE	BEVERLY	MAINTENANCE WORKER SUPERVISOR
NPS	RICH	SMITH	GINA	MAINTENANCE WORKER (MVO)
NPS	RICH	WALKER	ANJANETTE	MAINTENANCE ASSISTANT (OA)
NPS	ROMO	BRNA	KAREN	SECRETARY (OFFICE AUTOMATION)
NPS	ROMO	CHEATHAM	JAMES	BIOLOGIST
NPS	ROMO	MOODY	KIRSTEN	CONCESSIONS MGMT ASSISTANT
NPS	SAGU	BACKER	DANA	ECOLOGIST
NPS	SAGU	BARNEY	ANNA	VISITOR USE ASSISTANT
NPS	SAGU	BLEDSE	BEN	MAINTENANCE WORKER
NPS	SAGU	BOB	RENA	SUPV VISITOR USE ASSISTANT
NPS	SAGU	BOLYARD	LAURA	PARK RANGER (INTERPRETATION)
NPS	SAGU	FERRIER	TERESA	MAINTENANCE WORKER
NPS	SAGU	GRISSOM	PERRY	ECOLOGIST
NPS	SAGU	KEYS	SUSAN	FIRE PROGRAM MANAGEMENT ASSISTANT
NPS	SAGU	MACEWEN	REBECCA	CARTOGRAPHER
NPS	SAGU	NASIATKA	JEFFREY	MAINTENANCE MECHANIC SUPVE
NPS	SAGU	PARRISH	KEVIN	FUELS MANAGEMENT SPECIALIS
NPS	SAGU	PHILLIPS	NANETTE	PURCHASING AGENT
NPS	SAGU	RICHINS	ROWENA	ADMINISTRATIVE SUPPORT ASSISTANT (OA)
NPS	SAGU	TOROK	MICHELLE	ADMINISTRATIVE OFFICER
NPS	SAGU	WEESNER	MARGARET	SUPERVISORY BIOLOGIST
NPS	SAHI	ABBATE	JULIE	ADMINISTRATIVE OFFICER
NPS	SAHI	WULFHORST	ROBERT	ADMINISTRATIVE TECHNICIAN
NPS	SEKI	MONTGOMERY	ROBERT	SAFETY AND OCC HEALTH MANAGER
NPS	SLBE	BARTH	ABIGAIL	STUDENT TRAINEE
NPS	SLBE	MYERS	LISA	SUPERVISORY PARK RANGER
NPS	TAPR	BROWN	HEATHER	SUPERVISORY PARK RANGER
NPS	TAPR	MURAWSKI	MARY	ADMINISTRATIVE TECHNICIAN (IT)
NPS	TICA	GOSSE	MICHAEL	SUPERVISORY PARK RANGER
NPS	TICA	LARSEN	RODNEY	ADMINISTRATIVE OFFICER
NPS	TICA	TOGSTAD	GARY	SUPVY FACILITY OPERATIONS SPECIALIST
NPS	TONT	EWING	CINDA	STUDENT TRAINEE
NPS	TONT	HITZEMAN	CHRISTINE	ADMINISTRATIVE OFFICER
NPS	TONT	STERLING	CHRISTINE	ADMINISTRATIVE TECHNICIAN
NPS	VICK	HARTWELL	STEVEN	MAINTENANCE WORKER
NPS	WASO	HIETT	KATHERINE	PROGRAM ANALYST
NPS	WASO	SEMLER	STEPHEN	PROGRAM ANALYST
NPS	WOTR	MCCARTHY	JOHN	SUPPLY CLERK (OA)
NPS	YELL	FOX	ANDREW	CONTRACT SPECIALIST
NPS	YOSE	MIDDLECAMP	RUTH	CONCESSIONS MGMT SPECIALIST

NPS	YOSE	SCHAFER	LORENE	MANAGEMENT ANALYST
NPS	YOSE	TOBIN	THOMAS	CONTRACT SPECIALIST
NPS	YOSE	WHEELER	JOHANNA	ENG EQUIP OPERATOR SUPV
BOR	FRYINGPAN-AR O&M	MARINE	BERNARD	ENGINEERING TECHNICIAN
FWS	COLEMAN NFH	ANDERSON	DEBBIE	ADMINISTRATIVE OFFICER
FWS	COLEMAN NFH	GALYEAN	BRETT	SUPERVISORY FISH BIOLOGIST
FWS	COLEMAN NFH	GOWER	SHARON	FISHERIES PROGRAM ASST (OA)
NBC	SW ACQUISITION	SHATZ	STEVEN	CONTRACT SPECIALIST