

Buy Green!

Purchasing tips for PSU's 5 most popular items

* The greenest option is always to reuse rather than buy new.

Check with the PSU Reuse Room (Cramer 180) or Facilities Surplus first. *

If your office needs to purchase an item, use the following guidelines:

Things to Look for:

Suggested products:

(Choices available are dependent on vendor)

1.	Copy and multi-purpose Paper	<ul style="list-style-type: none"> • Recycled Content 30-100% • FSC Certified • Green Seal Certified • SFI Certified • Processed chlorine Free 	<ul style="list-style-type: none"> • Aspen –100%; FSC; Aspen Laser –30%, FSC • Grays Harbor –100%, FSC, Green-e • Mohawk Fine Papers –100%, Green Seal, Green-e • Office Depot Envirocopy Brand –100%, FSC, Green Seal • Office Max Brand –100%, FSC, processed chlorine free • Staples Brand – 100%, FSC, SFI • Universal –100%, Green Seal, SFI
2.	Pens	<ul style="list-style-type: none"> • Green: Recycled content stick pens • Greener: Refillable pens • Greenest: Recycled content refillable pens 	<ul style="list-style-type: none"> • Pilot's Be Green range of pens • Zebra Jimmie
3.	Sticky Notes	<ul style="list-style-type: none"> • Recycled content: highest possible • Avoid bright colors: choose pastels • Remember to recycle them! 	<ul style="list-style-type: none"> • Post-It recycled pop-up notes • Post-It recycled pastel note pads • Bic Ecolutions recycled sticky notes • Sustainable Earth by Staples 50/50% sticky notes
4.	Toner	<ul style="list-style-type: none"> • Remanufactured: these cartridges are cheaper and save resources. • Departments are piloting the remanufactured cartridges around campus. • Don't forget to recycle them-- work order with PSU Recycles! 	<ul style="list-style-type: none"> • Available through IKON, Office Depot, Office Max, and Staples contracts. • Ask your office supplies vendor if they have a remanufactured cartridge that is compatible with your department's printers or copiers.
5.	Other office supplies	<ul style="list-style-type: none"> • Recycled content • Reusable and durable rather than disposable • Low odor • Non-aerosol • Green Seal, FSC, or SFI certified 	<ul style="list-style-type: none"> • Most vendors have symbols to signify green and recycled-content choices; familiarize yourself with those symbols • Many vendors have a separate "green" catalog, shop from that exclusively if possible • Ask your vendor about the green options they offer