



NIH Environmental Management System

To Protect the Future, Take Action Into Your Hands

NIH Purchasing Goes Green

NIH Green Purchasing Program

Our Green Purchasing Program encourages NIH employees to select and procure products and services that most effectively minimize negative environmental impacts over their entire life cycle—from manufacturing to use to disposal. Here are some guidelines in helping you purchase green products.

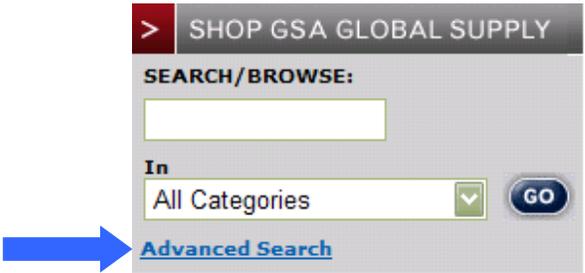
Using GSA Global Supply

GSA Global Supply provides NIH purchasers direct access to environment-friendly products. GSA Global Supply's one-stop environmental shop provides products that comply with all federal environmental regulations. To access GSA Global Supply, visit: <http://www.gsaglobalsupply.gsa.gov>

Once you reach the web site, click on the "GO" button to browse all of GSA Global Supply's products:



Click on "Advanced Search" to narrow your search to just green items:



Use the search tool to find and order your product. **It is easy as 1 – 2 – 3!**

Advanced Search

For more information, please contact:
Terry Leland,
NEMS Coordinator
lelandt@mail.nih.gov

www.nems.nih.gov



1. Enter Product

2. Check Boxes

3. Click "GO"

ENTER SEARCH TERMS

Search for: in

RESTRICT YOUR SEARCH (all entries are optional)

Search in Price more than \$ Price less than \$

Limit to

UNICOR UNICOR mandatory items 508 Items with 508 information available JWOD NIB/NISH/JWOD mandatory items

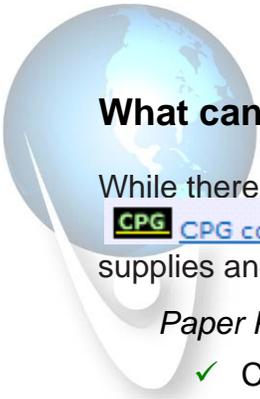
Recycled items (other than CPG) CPG CPG compliant items Energy Star compliant items

FEMP FEMP Energy Efficient items Other environmental items PRIME PRIME program items

Biobased items HSPD-12 Certified

CONFIGURE YOUR RESULTS PAGE

Display items per page, sorted by



What can I purchase?

While there are several options, make sure to check  Recycled items (other than CPG),  CPG compliant items, and  NIB/NISH/JWOD mandatory items to purchase green office supplies and furniture:

Paper Products

- ✓ Copier paper
- ✓ Printer paper
- ✓ Writing pads
- ✓ Telephone message pads
- ✓ Self-stick notes
- ✓ Easel pads
- ✓ Forms

Non-Paper Products

- ✓ Pens
- ✓ Binders
- ✓ Paper clips
- ✓ Manila and colored folders
- ✓ Hanging folders
- ✓ Mailing and padded envelopes
- ✓ Interoffice messenger mailers

How do I purchase green computers and monitors?

You can purchase computers and monitors through the NIH Information Technology Acquisition & Assessment Center (NITAAC) Electronic Commodities Store III (ESCIII). This contract offers computers and monitors that are recognized for having highly-rated environmental attributes. Be sure to ask for EPEAT Silver products when ordering. To order through NITAAC ECS III, please visit <http://nitaac.nih.gov/ecs3home.asp>.

How do I purchase green office equipment?

You can make sure your office equipment and related supplies such as printers, copiers, fax machines, scanners, and compact fluorescent bulbs are “green” by purchasing items that ENERGY STAR compliant and enabling the energy-saving power down features. To purchase green office equipment, please visit GSA Advantage at <https://www.gsaadvantage.gov> and select “Environmental” under the  menu. Make sure to check  Energy Star Compliant as a criterion for your product search.

How do I purchase green furniture?

Green office furniture and furnishings may be purchased through GSA Advantage. Visit <https://www.gsaadvantage.gov> and select “Environmental” under the  menu. Make sure to check  Recycled Content and  CPG Item as criteria for your product search.

What other purchases will help my office to go greener?

- ✓ Avoid purchasing personal space heaters except in specific circumstances and with approval from the NIH Fire Marshal.
- ✓ Purchase green carpet for offices through the Office of Research Services. Contact Mary Catherine Lee (leema@mail.nih.gov) for more information.
- ✓ Obtain surplus furniture and other equipment through the Property Utilization Branch. (<http://olao.od.nih.gov/GovernmentProperty/AcquiringProperty/ReutilizationSurplusScreening/>)

