



MEETING MINUTES

**Sustainable Office Practices Working Group
NIH Environmental Management System (NEMS)
Wednesday, September 13, 2006
10:00 am – 11:00 am**

Meeting Objective(s):

- Identify green products available through JWOD
- Develop strategy for a working relationship with JWOD to provide NIH with green products

Attendees:

Kristin Anderson (Booz Allen)	Carl Henn (OD)
Theresa Arnold (OLAO)	Robin Hirschhorn (Booz Allen)
Gareth Buckland (ORF)	Bill Ketner (ORF)
Ray Dillon (OD)	Myra Lyman (NIDDK)
Mehryar Ebrahimi (NLM)	Kristen Peters (Booz Allen)
Isabel Ellis (NIAAA)	Tony Pirrone (NIA)
Robert Ennis (NCCAM)	Ronald Shaw (NCCAM)
Michelle Evans (CC)	Lauren Sikes (FIC)
Sabrina Ferguson (NINDS)	Fred Walker (NHGRI)
Lucie Groeger (JWOD-NIB)	Debbie Whittington (NIDDK)
Gail Grosman (NIGMS)	Don Wilson (ORF)
Kathleen Hargett (NCI)	

Minutes:

Working Group Update (*R. Dillon*)

Ray Dillon is now the NIH lead for this working group. He is working with Terry Leland, the NEMS Coordinator, and Booz Allen Hamilton to coordinate meetings and provide updates of the group's activities to the NEMS implementation team.

The purpose of this working group is to develop tools that will inform and encourage the NIH community to purchase green products and services. This group will focus its efforts on the activities of individual purchase card holders (PCH). The working group will develop tools to encourage PCHs to purchase green products through JWOD. This will hopefully be accomplished by working with JWOD to tailor its green products catalog to the needs of NIH. The next step will be to identify a liaison for the PCHs.

JWOD Green Products Presentation (L. Groeger)

Lucie Groeger of the National Industries for the Blind (NIB) presented information about purchasing green products that are available through the JWOD program (see attached PowerPoint presentation). JWOD is developing a green products catalog, which should be available in October. In the absence of a catalog, Lucie provided the following to assist NIH with its green purchasing:

- List of green products provided by JWOD (see attached Excel spreadsheet: *JWOD Enviro Produc List 08-31-06.xls*), and
- List of Green Seal-certified products, which are products certified as “green” after testing and evaluation (see attached Excel spreadsheet: *greensealproducts.xls*).

The working group agreed that a follow-up meeting with JWOD representatives was necessary to develop a strategy for JWOD-NIH interactions and to assure the products and services provided by JWOD meet NIH criteria.

Action Items:

1. Obtain a published green catalog from JWOD (**Ray Dillon**)
2. Follow-up meeting with JWOD representatives to develop a strategy for interacting with JWOD, addressing NIH-specific product and service needs, and assuring the JWOD green products and services meet NIH requirements (**Ray Dillon, Robin Hirschhorn, Kristen Peters**)
3. Determine if content from the JWOD presentation could be incorporated into the upcoming green purchasing training (**Carl Henn**)
4. Identify liaison for PCHs (**Ray Dillon/Carl Henn**)

Next Meeting:

Information on the next meeting is forthcoming.

Future Topics to Discuss:

Identified in this meeting:

- Purchasing of JWOD-provided green products by self-service stores

Identified in previous meetings:

- What the Federal Electronics Challenge is and whether NIH should participate.
- Policy or procedures development for controlling environmental impacts of office operations.
- Don Wilson to provide briefing on the HHS's Affirmative Procurement Plan once it has been formally issued.



NATIONAL INDUSTRIES FOR THE BLIND

National Institutes of Health



JWOD Working For You!



NIB

Javits-Wagner-O'Day
JWOD

Javits-Wagner-O'Day
Jobs Work Opportunity Dignity

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JWOD

JWOD History

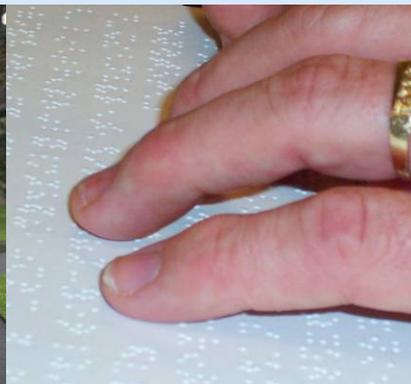
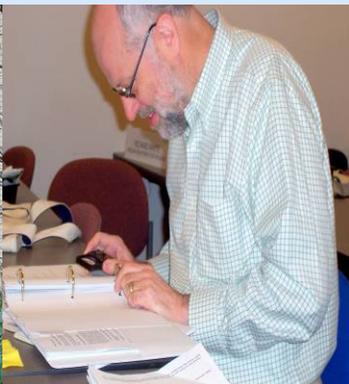
- **1938 – Wagner-O’Day Act:**
Established the Program for products made by people who are blind
- **1971 – Javits Amendment:**
Expanded the Program to include people with other severe disabilities, and added services
 - 41 USC 46-48c
 - Codified at 41 CFR Part 51
- **FAR Subpart 8.7** implements the JWOD Program’s procurement rules



NIB

Why JWOD is needed?

Over 17 Million Americans
Have Disabilities



*Over 70%
Are NOT Employed*

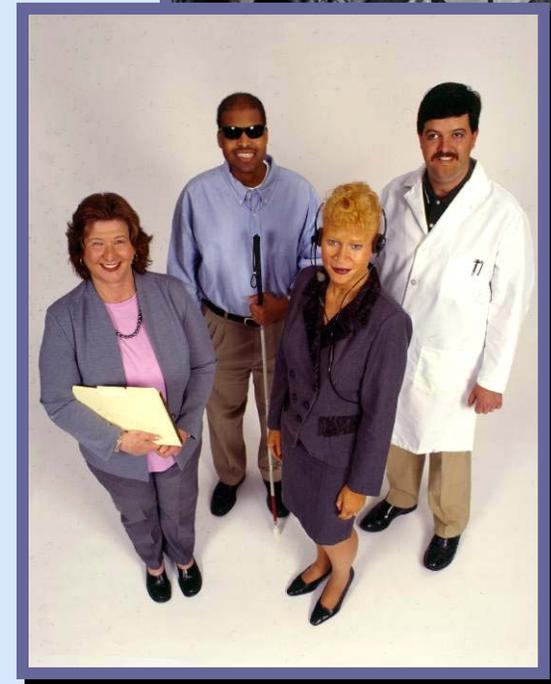
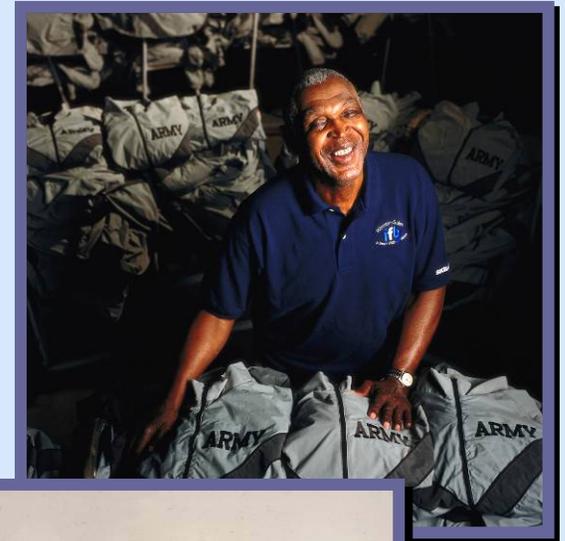
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JWOD

NIB

Our Mission

“To provide employment opportunities for people who are blind or have other severe disabilities in the manufacture and delivery of products and services to the Federal Government.”

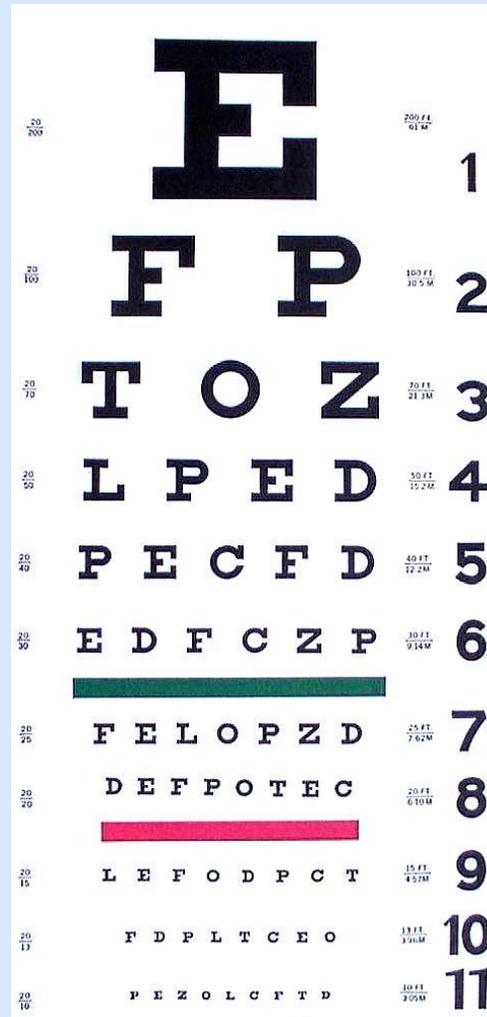


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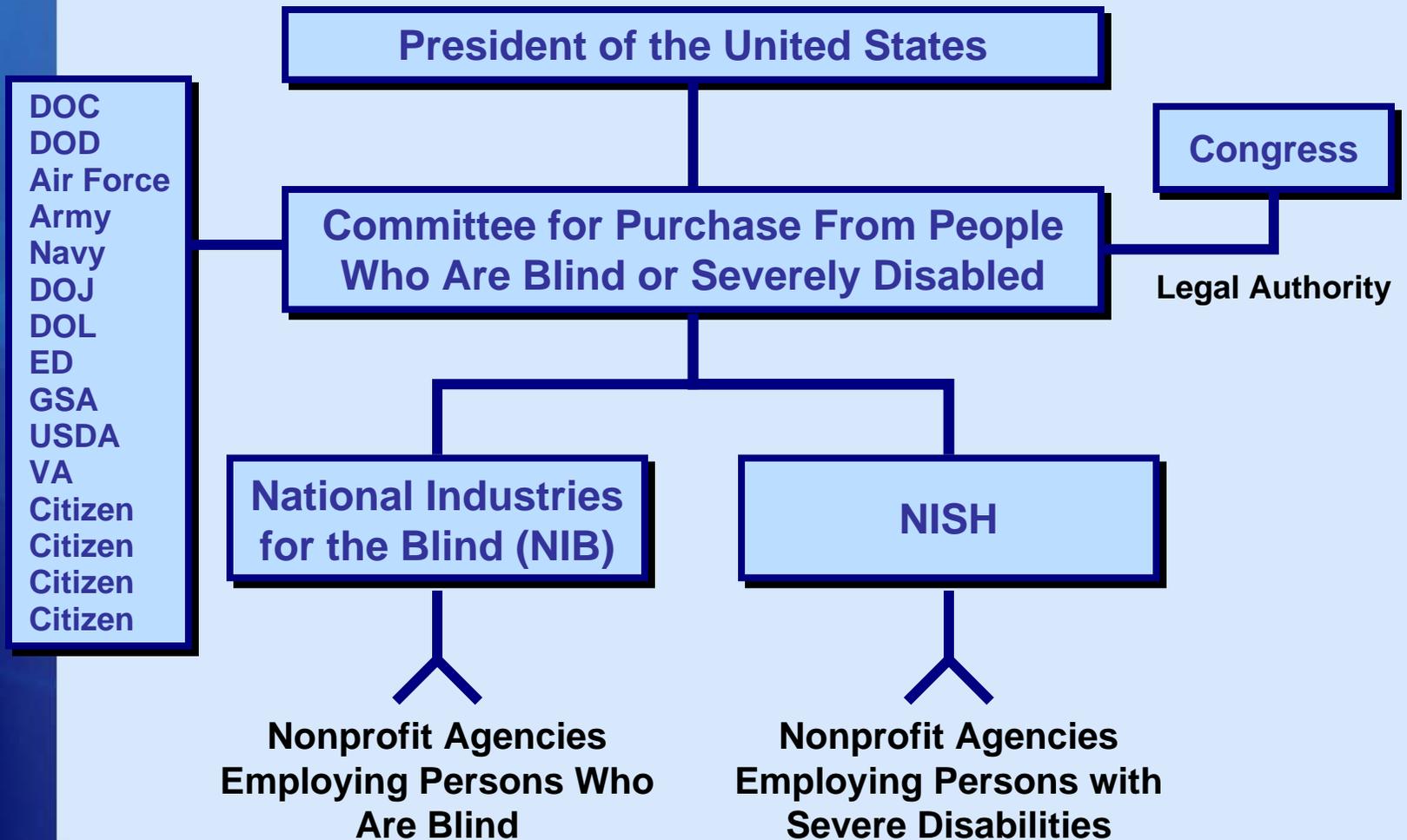
JWOD

The BIG "E"

What does Legally Blind mean?



Members of the JWOD Team



Benefits to the Federal Government



- Quality products and services, on-time delivery
- Fair market prices, best value procurement
- National network of solutions providers
- Program beneficial to the over all economy
- Moral satisfaction in helping people to help themselves



Program Impact

The JWOD Program turns Tax-takers into Tax-payers:

Gov. Spending *reduced* by \$15.7 million

Gov. Revenue *increased* by \$15.8 million

Total Benefit to U.S. Taxpayers = \$31.5 million



* 2003 NISH JWOD Benefits Study-sample of 270 JWOD employees



Legally... it's the right choice!

JWOD is a law that's implemented through 41 CFR Chapter 51 and FAR Subpart 8.7



- Mandatory Source
- No commercial products that are “*Essentially the Same*”
- No Waivers
- Even for Micro-purchases
- Accept No Substitutes

Javits-Wagner-O'Day
JWOD

JWOD Legally is Your Mandatory Source

52.208-9 Contractor Use of Mandatory Sources of Supply or Services.

As prescribed in 8.004, insert the following clause:

Contractor Use of Mandatory Sources of Supply or Services (Feb 2002)

- (a) Certain supplies or services to be provided under this contract for use by the Government are required by law to be obtained from the Committee for Purchase From People Who Are Blind or Severely Disabled (the Committee) under the Javits-Wagner-O'Day Act (JWOD) (41 U.S. C. 48). Additionally, certain of these supplies are available from the Defense Logistics Agency (DLA), the General Services Administration (GSA), or the Department of Veterans Affairs (VA). The Contractor shall obtain mandatory supplies or services to be provided for Government use under this contract from the specific sources indicated in the contract schedule.
- (b) The Contractor shall immediately notify the Contracting Officer if a mandatory source is unable to provide the supplies or services by the time required, or if the quality of supplies or services provided by the mandatory source is unsatisfactory. The Contractor shall not purchase the supplies or services from other sources until the Contracting Officer has notified the Contractor that the Committee or a JWOD central nonprofit agency has authorized purchase from other sources.
- (c) Price and delivery information for the mandatory supplies is available from the Contracting Officer for the supplies obtained through the DLA/GSA/VA distribution facilities. For mandatory supplies or services that are not available from DLA/GSA/VA, price and delivery information is available from the appropriate central nonprofit agency. Payments shall be made directly to the source making delivery.

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Office Supplies



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JWOD

- **VALUING THE FUTURE OF AMERICA!**
- *The Environment, Jobs & Best Business Practices*

Greening the Government

- ***Greening the Government***





“Green” Products

- Biodegradable paper cups
- Process Chlorine Free (PCF) office paper
- Pens and cutlery made from recycled materials
- Environmental cleaning agents



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Review Current Federal Government Regulatory Issues

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JWOD

Executive Orders



Greening the Government

EO 12843
Ozone
Depleting
Substances

EO 12845
Energy
Efficient
Computers

EO 13101
Waste
Prevention,
Recycling
Federal
Acquisition

EO 12902
Energy
Efficiency
and
Water
Conservation

EO 13148
Environmental
Leadership

EO 12856
Pollution
Prevention

EO 12669
Community
Right-to-Know

Federal Agency Initiatives

- FAR Section 23.7 “...consider environmental factors when purchasing products and services.”
- E.O. 13101 **Greening** Through Waste Prevention, Recycling and Federal Acquisition
- E.O. 13148 **Greening** Through Leadership in Environmental Management
- RCRA Section 6002 Comprehensive Procurement Guidelines ...recycled content in janitorial items
- MOA Aug. 2000 Committee on Purchase, NISH, NIB, Dept. of Interior and EPA
- USGBC LEED Rating System

Define “Green” Cleaning

“Green” Cleaning: Cleaning to protect health without harming the environment.

“Green” Cleaning is more than just switching a traditional cleaning chemical with a naturally derived alternative.

“...products and services that reduce the health and environmental impacts compared to similar products and services used for the same purpose.”

Executive Order 13101



Moving “Beyond Green”

- Bio-based products are based on sustainable industries:
 - Agricultural Crops
 - Forestry derivatives
 - Animal By-products
 - Marine extracts
- Bio-based not Biological



Why Bio-Renewables?

- Supports the agricultural industry
- “Step Forward” technology that provides differentiation
- Based on Sustainable Chemistry
- The next stage of “Green”??



Regulatory Framework

- Farm Security and Rural Investment Act of 2002
 - (FSRIA)
 - Est. the Federal Bio-based Products Preferred Procurement Program
 - Final Rule published on 01/11/2006 in the Federal Register
 - All Federal Agencies have one year to demonstrate procurement preference
 - <http://www.biobased.oce.usda.gov>

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Products That Are in Compliance

- Over 35 different SKILCRAFT paper products that contain post-consumer recycled material requirements and 15 that exceed the standards
- More than 10 trash liners in the current SKILCRAFT line with 100% recycled content
- At least 10 Green Seal Certified SKILCRAFT Jan/San items?
- Over 65 SKILCRAFT Jan/San products with anti-microbial features?
- Over 25 SKILCRAFT products certified as biodegradable?
- Numerous bio-based SKILCRAFT items?
- And the list of SKILCRAFT products goes on and on.

The Impact of Cleaning on...

- The Environment
 - 5 billion pounds of chemicals
 - 4.5 billion pounds of paper
 - 35 billion plastic liners
 - Equipment



Clean for Health

It's not an expense,
It's an investment!



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Medical, Safety & Personal Care Supplies



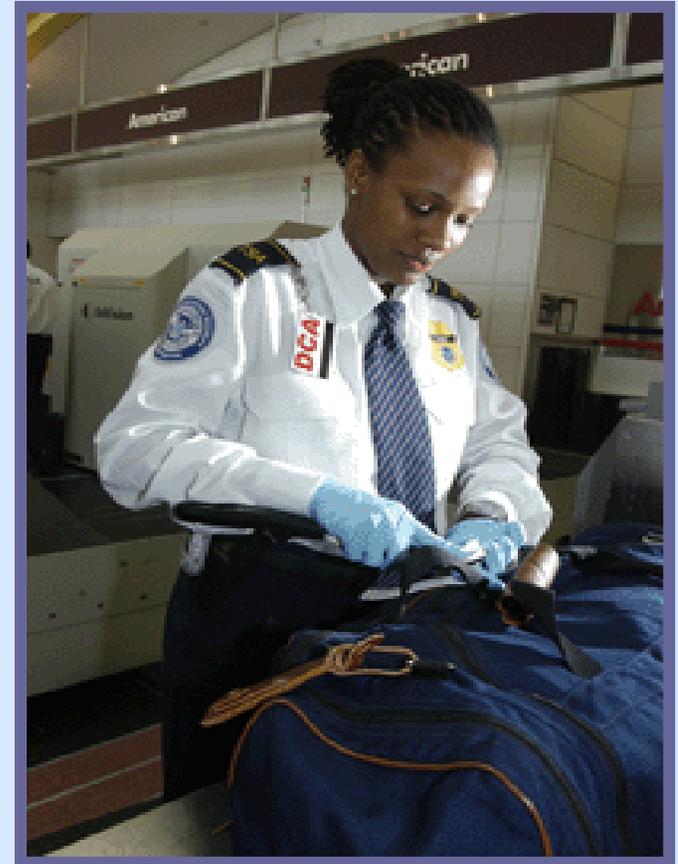
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JWOD working for TSA

- There are approximately 45,000 baggage screeners
- 450 airports
- All use our Vinyl and Nitrile gloves
- Packed and supplied by, Central Association for the Blind and Visually Impaired - Utica, NY
- \$3 million in sales



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JWOD

JWOD Custom Products



- Business Cards
- Awards & Recognition items
- Plaques
- Pen Sets
- Clocks
- Picture frames
- Stamps

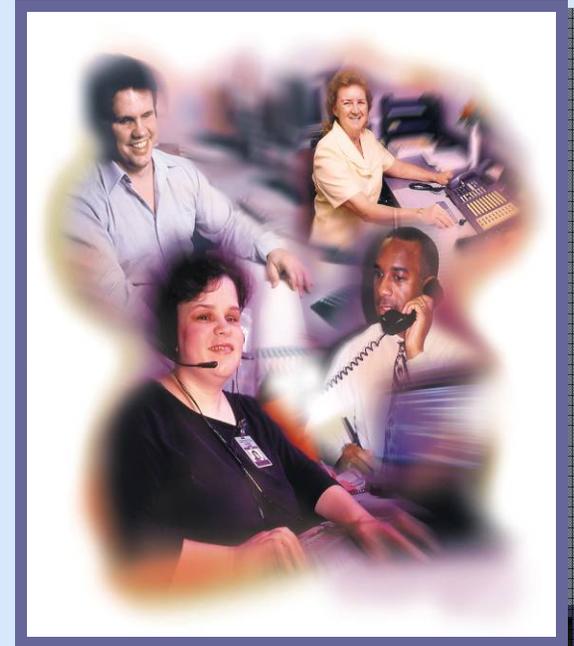
NIB Food Service Supplies



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JWOD Services

- **Administrative Support**
- **Call Center Operations**
- **Mailroom Staff**
- **Distribution & Warehousing**
- **Copy & Document Imaging**
- **Grounds & Landscaping**
- **Custodial Services**
- **Data & Medical Transcriptions**
- **CD-ROM Replication**
- **Kitting**



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Over 300 Authorized Commercial Distributors

Office DEPOT

OfficeMax[®]
The new name for Boise

 **Corporate
Express**[®]
A Buhrmann Company

STAPLES

that was easy.™

To find all our distributors visit
www.jwod.gov/distributors

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JWOD

How to Buy JWOD Products – Off-the-Shelf Items

- GSA Global Supply
 - www.globalsupply.gsa.gov
- GSA Advantage®
 - www.gsaadvantage.gov
- DoD EMALL
 - www.emall.dla.mil
- Base Supply Centers
- www.jwod.com
- Multiple Award Schedule Holders -
Authorized JWOD Distributors

For more information on the JWOD Program - www.jwod.gov



Creating Jobs and Training for People Who Are Blind Or Severely Disabled

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About Us

A Brief History

[The Committee Members' Bios NIB and NISH](#)

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[Hall of Fame](#)

[Program Initiatives](#)

[JWOD Liaisons](#)

[Base Supply Center](#)

[Authorized Distributor](#)

[Environmental](#)

[JWOD/PBS Group](#)

A Brief History of the JWOD Program

The Javits-Wagner-O'Day (JWOD) Program provides employment opportunities for more than 45,000 Americans who are blind or have other severe disabilities by orchestrating Government purchases of products and services provided by nonprofit agencies employing such individuals throughout the country. In 1938, the Wagner-O'Day Act was passed under President Franklin D. Roosevelt in order to provide employment opportunities for people who are blind by allowing them to manufacture mops and brooms to sell to the Federal Government.

In 1971, under the leadership of Senator Jacob Javits, Congress amended this Act ([41 U.S.C. 46-48c](#)) to include people with severe disabilities and allow the Program to also provide services to the Federal Government. Over sixty years later, this extraordinary socioeconomic program provides Federal customers with a wide array of quality products and services, while providing thousands of people with severe disabilities real jobs and increased independence.

[The Committee for Purchase From People Who Are Blind or Severely Disabled](#) is the JWOD Program's Federal overseer. Through two Central Nonprofit Agencies, [National Industries for the Blind and NISH](#) (serving people with a range of disabilities), the Committee currently works with over 600 nonprofit agencies across the country, as well as in Puerto Rico and Guam, to provide employment opportunities to people with severe disabilities. The purchase of JWOD products and services by Federal customers helps battle the 70 percent unemployment rate faced by this untapped labor resource.



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How Can we Serve You ?



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JWOD

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NATIONAL INDUSTRIES FOR THE BLIND

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NEMS OFFICE WORKING GROUP

SIGN-IN SHEET

Wednesday, September 13, 2006
Building 45 (Natcher), Room C1/C2
10:00 - 11:00 am

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<i>LL</i>	Miller, Richard SIKES, LAUREN	FIC	rm101k@nih.gov sikesl@mail.nih.gov	496-4625	<i>AO</i>



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NEMS OFFICE WORKING GROUP

SIGN-IN SHEET

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✓ Carl Henn	OAMP	CH24V@nih.gov	301-496-7110	Acquisition Training
✓ Ray Dillon	OAMP			
ROBIN HIRSCHORN	BAH	hirschorn@bah.com	301-523-2117	NEMS Support
Kristin Anderson	BAH	anderson-kristin@bah.com	202-626-1066	NEMS Support
✓ Kathleen Hargett	NCI	hargettk@mad.nih.gov	301-228-4225	Procurement Analyst