

<Name of Organization> <date>
GREEN CHILD CARE PURCHASING POLICY

This Purchasing Policy is adopted to conserve natural resources, reduce materials sent to the landfill, and reduce hazards to children, staff and our community. [This Policy is also adopted as a requirement of the California Green Business Program.]

Reducing Waste at the Source

1. Purchase durable, reusable or refillable products whenever feasible.
2. Print multi-page documents on both sides.
3. Avoid polystyrene (Styrofoam) products for serving food.
4. Avoid purchase of single-serving plastic water bottles for use by staff or children.
5. Purchase and/or accept donations of remanufactured or gently used, safe items when feasible.
6. Reduce packaging. Purchase bulk general-use products to refill small containers. Reusable, recyclable or compostable packaging is preferred.
7. Reduce paper waste when communicating to staff and families.

Buying Recycled Content Products

1. Office paper shall contain at least 30% recycled content.
2. Paper towels shall contain at least 35% recycled content.

Saving Energy, Water, and other Natural Resources

1. Use efficient interior lighting, indoors and out – At least as efficient as T-8 fluorescent bulbs for overhead lighting, and compact fluorescent bulbs (CFL) for task lighting. Consider LED lighting for even greater efficiency.
2. Purchase electronics with U. S. EPA Energy Star certification when available.
3. Purchase water-saving toilets (1.3 gallons/flush), hand wash faucet aerators (1.0 gallons per minute) and commercial dish rinse nozzles (2.0 gpm).
4. Purchase wood products (lumber and paper) with Forest Stewardship Council certification.
5. Purchase bio-based products - products made from plant-based material. Look for paper, bags, food & beverage containers, and cutlery that are compostable. Products from *non-wood*, bio-based sources are preferred.

Avoiding Toxics

1. Purchase safer cleaning products including those that bear logos such as Green Seal, EcoLogo or EPA Design for the Environment, or receive a high rating on from Good Guide or Environmental Working Group.
2. Purchase safer sanitizing and disinfecting products including those that bear the EPA Design for the Environment logo.
3. Use only non-aerosol containers.
4. Avoid added antibacterial agents such as triclosan in hand, dish and general cleaners.
5. Purchase pest baits and traps NOT sprays or chinks. If contracting with a pest control service, specify Integrated Pest Management or choose a contractor that is certified in IPM.
6. When maintaining the facility, use products with low or no volatile organic compounds (VOCs), and low or no formaldehyde. Example products include paint, carpeting, adhesives, furniture and window components.
7. When buying new furniture, nap mats, pillows, mattresses, futons, foam carpet padding, stuffed animals, children's seats and other foam items: replace discarded foam items with items that have not been treated with brominated fire retardants, such as those listed at www.ceh.org.

8. Purchase and/or accept donations of plastic products that are compliant with the Consumer Product Safety Improvement Act (CPSIA) standards; specifically labeled as free of BPA; and/or are labeled with recycling codes 1,2,4 or 5 (not 3,6, or 7) if used by children.
9. Purchase and/or accept donations of art supplies that are certified nontoxic by the Art and Creative Materials Institute (ACMI), with the ACMI AP Seal on the product label.

Green Building

New construction and retrofits shall follow Green Building Practices for design, construction, and operation, where appropriate, as described in the LEED™ Rating System or integrate green building principles into any nonstructural building.

Contracting for Services

Use businesses certified or accredited by a 3rd party environmental certification program such as the Bay Area Green Business Program, Bay Friendly Landscaping, and Build It Green.

Model Policy Provided by:



Please refer to the *Implementation Guide* for tips on how to achieve these purchasing goals:
http://acgov.org/ece/documents/IMPLEMENTATION_GUIDE_Green_Child_Care_Purchasing.pdf

For more information, contact Kim Hazard, Green Child Care Specialist
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The Green Child Care Purchasing Policy was adapted from a sample policy provided by the Green Business Program (www.greenbusinessca.org) which is a simplified version of Stop Waste's Environmentally Preferable Purchasing Model Policy and Implementation Guide (<http://www.stopwaste.org/preventing-waste/fact-sheets-guides-and-model-policy/model-policy>).