

EPP OFFICE SUPPLY CATALOG DEVELOPMENT

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PROVOST SUSTAINABILITY INTERN FOR PROCUREMENT

What is EPP??

The goal of this project is to create a user-friendly catalog for the office supplies within UCSC's purchasing tool, CruzBuy, that are considered Environmentally Preferred Products (EPP). The completed project will help the Procurement Department reach their goal of increasing the amount of EPP office supply purchases by 150% from 2012 figures by end of FY 2015. By making it easier to locate the Environmentally Preferred Products (EPP) more people are likely to purchase them and thus reduce the amount of non-EPP products purchased. To accomplish this, I have researched the top products purchased by UCSC from the top two suppliers, OfficeMax and Palace, and then found EPP alternatives to these products. Once the alternatives were found, they were imported into a green catalog. This catalog will be located in a "Shared" folder in the Favorites section of CruzBuy. It will be comprised of two main folders and several subfolders that contain products verified as being EPP which all campus buyers will have access to.

Behavioral Change is important

Recycle:

- Make something new out of something old.
- Reduce amount of products going to landfill.
- Buy 1st at thrift shops.

Rethink:

- Purchase before you make them.
- Where does the product originate from?

Reduce:

- Unnecessary purchases
- only buy what you need.

Reuse:

- Buy products that can be used multiple times
- Ex: Reusable water bottles and bags.



What is the Procurement Department?

My internship was sponsored through the UCSC Procurement Department. In this department there is a Green Purchasing Working Group (GPWeG) and their mission is to "Ensure that UCSC's first priorities are to **reduce, reuse, recycle and offer sustainable alternatives** in the procurement of goods and services while leveraging UCSC's market influence to reduce our negative impact on the earth". To learn more about this group and the Procurement Department, please contact April Exner Nycum at aprile@ucsc.edu.

Organizations that I worked with:

Procurement Department, UCSC Sustainability Office, OfficeMax, and Palace.

