Environmentally Preferable Purchasing Evaluation Checklist

Product

Product Name: _____
Manufacturer: _____
Item No.: _____
Main Use: _____

Evaluator

Name: _____
Dept./Div.: _____
Phone: _____
Date: _____

Scoring Criteria

[Select a criteria score of 0 to 5]

5 = Meets EPP category criteria
3 = Meets some EPP category criteria
0 = Does not meet EPP category criteria
N/A = Not Applicable to specific EPP category criteria
Unk = Unknown

Meets EPP Criteria?	Criteria Score
(Y / N)	(0-5)
(N/A, Unk)	(N/A, Unk)

Environmentally Preferable Attributes/Categories

Bio-based
Is this product made from plant-based raw materials?

Biodegradable
Is this product capable of being decomposed by natural biological processes?

Compostable
Is this product made of cellulose-containing materials that can be broken down into compost when subjected to biological degradation?

Resource Efficient
Does this product conserve water or energy?

Low Toxicity
Does this product contain less toxic chemicals than other similar products?
Look for products that are **not labeled** with any of the following:

Caution:	mild to moderate hazard
Warning:	moderate hazard
Danger:	corrosive, extremely flammable, or highly toxic
Poison:	highly toxic

Low Volatile Organic Compound (VOC)
Does this product contain a low amount of organic compounds?

Pollution Reduction (air, water, solid waste)
Does this product prevent waste and harmful substances from contaminating the environment?

Alternative Energy Source
Does this product utilize a form of energy that is capable of doing the same work as traditional forms of energy? (i.e. solar, wind, etc.)

Recyclable
After its intended use, can this product be collected and recycled?

High Recycled Content
Is this product made with a high percentage of recycled material?

Environmentally Preferable Attributes/Categories (continued)

Repairable
Can this product be potentially rebuilt or repaired to be used again?

Reusable
Can this product be used more than once?

Product Certification

	Y / N	Y = 5 / N = 0

Has this product received Green Seal certification?

Has this product received other environmental certifications?
(i.e. Energy Star, ISO 14000, etc.)

	# of Y's:	Total Points:

Total Score: (Maximum of 70 points)

Total number of scores rated as N/A (Not Applicable):

Total number of scores rated as Unk (Unknown):