



Green Purchasing

Known as Environmentally Preferable Purchasing (EPP)

The purchase of products and services that improve environmental quality and human health by increasing positive impacts or reducing negative impacts, compared to traditional products.

Why Buy Green?

Save Money

Going green usually saves money, especially when the new products use less energy, generate less waste, and last longer. Plus, green products often work better than their toxic counterparts.

Save the state money – New York State government spends over \$8 billion annually on products and services. Using this buying power to purchase environmentally preferable products encourages suppliers to provide greener options and can achieve an enhanced market position.

Create Healthier Work Environments

Removing toxins from the workplace keeps employees healthier, happier, and more productive.

Be compliant with existing laws and directives relating to greening state operations.

Protect Natural Resources

Going green can reduce energy and water use, and renewable products reduce the amount of landfill space needed.

Reduce the Generation of Solid Waste

By purchasing products with recycled content, reusing existing materials, and recycling materials that cannot be reused.



Green Purchasing Resources

- **Environmentally Preferred Purchasing** on the OGS Procurement Services Website: <https://ogs.ny.gov/greenny>
- **New York State Green Cleaning Program:** Approved green cleaning product list, best practices, and training: <https://ogs.ny.gov/green-cleaning>
- **EO 22 Product Specifications:** Identifies what green qualities to look for when purchasing. Mandated for use by state agencies and authorities: <https://ogs.ny.gov/greenny>
- **NYS Procurement Guidelines:** Best practices and state directives: <https://ogs.ny.gov/procurement/nys-procurement-guidelines>



GreenNY

Best Time to Green Your Purchasing Efforts

First, decide what products need to be purchased by defining the form, function, and utility needs. These needs are the minimum essential requirements that will meet the agency's needs, including the sustainability goals for the product procurement. These requirements are defined by the agency and may include quality, quantity, delivery terms, packaging, performance standards, and compatibility, among others. A green product that costs substantially less than what is currently being used, and has little or no difference in performance may meet your criteria, however, green cleaners that requires more frequent use may not meet the criteria you defined.

Second, focus on the procurement process. During this time, vendors compete to meet an institution's specifications to win a contract. It is a very effective point to request or require that vendors reduce the environmental impact of their products and services. Focus on the following:

- **Product specifications** can address chemical content, recycled content, user training, packaging, shipping, and end-of-life collection and recycling services.
- **Service specifications** can require notification, worker training, data collection, audit trails, and other accountability measures to ensure high performance.

How to Get Started

- Collaborate with colleagues within your agency who have a purchasing role (i.e., sustainability coordinators, purchasing agents, energy managers, and operations and IT staff).
- Seek help from other agencies that have established green purchasing policies and best practices that they are willing to share.
- Use available guidance contained in this fact sheet, including Green Purchasing Resources.
- Email green purchasing contact below.

Contact

This effort is an interagency undertaking that incorporates staff with a wide variety of backgrounds.

Email GreenNY@dec.ny.gov for questions related to green purchasing and Executive Order 22.



Green Purchasing is Making a Difference in New York State: Statistics from the EO 22 Eleventh Progress Report (2021-22)

- Affected Entities reported a 91% recycling rate.
- 50% increase in the amount of organic matter, including food scraps, composted by Affected Entities.
- 92% of Affected Entities that operate laboratories have put in place measures to purchase the smallest amounts of substances needed for the tasks they carry out, an increase from FY 20–21. “Recycling and Trash Removal Services” is now available on State contracts, along with many other ready-to-use State contracts supporting green purchasing.
- Affected Entities logged an additional 1 TBTU of energy savings in FY 21-22, keeping the State on track to meet its BuildSmart 2025 goal of 11 TBTU of savings from State facilities by 2025.
- More than 5% of the State's light-duty fleet are zero-emission vehicles and all Affected Entities are completing fleet decarbonization plans by the end of 2023.
- 63% of Affected Entities use sustainable landscaping practices.
- 18 of Affected Entities engaged in invasive species survey and removal activities during FY 21–22.
- 75% of State dollars spent on paper went toward products that contained higher than 30% recycled content.
- 96% of Affected Entities were in compliance with bottled water purchasing restrictions with only 32% documenting the need for an exemption.