

# Imaging Equipment

## Covered Products

This specification covers Imaging Equipment which includes:

- Copiers
- Multifunction Printers (MFP)
- Printers

## Definitions

**Copier** - A copier is product whose sole function is to produce paper duplicates from paper originals. This definition is intended to cover products that are marketed as copiers and upgradeable digital copiers.

**Print Management Software with Print Control** - Print Management Software with Print Control is a control/tracking software that will eliminate abandoned prints and allow staff to collect their printed documents while standing at the device, ensuring additional security and control.

**Multifunction Printer (MFP)** - A MFP is capable of receiving information from single-user or networked computers, that can print, scan, copy, fax and/or e-mail documents.

**Printer** - A printer is a product whose primary function is to print text or illustrations on paper or other media from electronic input.

## Standard Setting and Certifying Programs

Various national and international standards apply to imaging equipment products. They are defined here as a guide.

### **Electronic Product Environmental Assessment Tool (EPEAT)**

EPEAT is a free and trusted source of environmental product ratings that makes it easy to select high-performance electronics that meet an organization's IT and sustainability goals. Manufacturers register products based on the devices' ability to meet various criteria developed and agreed upon by diverse stakeholders to address the full lifecycle of an electronic product. To be included in EPEAT at the Bronze level, a product must, at a minimum, meet all of the Required criteria in its category. EPEAT Silver-rated products must meet all Required criteria and at least 50% of the Optional criteria. EPEAT Gold-rated products must meet all Required criteria and at least 75% of the Optional criteria. The Green Electronics Council and other third-party assessors then

audit the accuracy of those claims on an ongoing basis. This system ensures all products listed in the EPEAT database truly represent environmental leadership.

### **ENERGY STAR**

ENERGY STAR is a U.S. Environmental Protection Agency (EPA) voluntary program that helps businesses and individuals save money and protect our climate through superior energy efficiency. Energy Star certification is one of the required criteria for EPEAT certification.

### **Restriction of Hazardous Substances (RoHS) Directive**

RoHS stands for Restriction of Hazardous Substances. It impacts the entire electronics industry and many electrical products as well. The original RoHS, also known as Directive 2002/95/EC, originated in the European Union in 2002 and restricts the use of six hazardous materials found in electrical and electronic products. All applicable products in the EU market since July 1, 2006 must pass RoHS compliance, and compliance with provisions of the European RoHS Directive is one of the required criteria for EPEAT certification

Directive 2015/863 was published in 2015 by the EU, which is known as RoHS 3. RoHS 3 adds four additional restricted substances (phthalates) to the list of six:

- Lead (Pb): < 1000 ppm
- Mercury (Hg): < 100 ppm
- Cadmium (Cd): < 100 ppm
- Hexavalent Chromium: (Cr VI) < 1000 ppm
- Polybrominated Biphenyls (PBB): < 1000 ppm
- Polybrominated Diphenyl Ethers (PBDE): < 1000 ppm
- Bis(2-Ethylhexyl) phthalate (DEHP): < 1000 ppm
- Benzyl butyl phthalate (BBP): < 1000 ppm
- Dibutyl phthalate (DBP): < 1000 ppm
- Diisobutyl phthalate (DIBP): < 1000 ppm

### **The Waste Electrical and Electronic Equipment Directive (WEEE Directive)**

WEEE Directive is the European Community Directive 2012/19/EU on waste electrical and electronic equipment (WEEE) which became European Law in February 2003. WEEE Directive 2012/19/EU became European Law in August 2012 and became effective on February 14, 2014.

## **The Registration, Evaluation, Authorization and Restriction of Chemicals (REACH)**

REACH was set by the Environment Directorate General of the European Commission ('DG Environment'), in 1973 to protect, preserve and improve Europe's environment for present and future generations.

REACH (EC 1907/2006) aims to improve the protection of human health and the environment through the better and earlier identification of the intrinsic properties of chemical substances. This is done by the four processes of REACH, namely the registration, evaluation, authorization and restriction of chemicals. REACH also aims to enhance innovation and competitiveness of the EU chemicals industry.

### **Specifications**

Affected entities shall, to the maximum extent practicable, purchase Imaging Equipment, which includes Copiers, Multifunction Printers (MFP) and Printers, which meets the following specifications.

1. The Imaging Equipment shall have achieved Silver registration or higher in the EPEAT system in the United States (EPEAT Silver); and
2. The Imaging Equipment shall have its standard configurations set to use sustainable features such as duplex printing and draft printing mode as default settings.

In addition, affected entities are encouraged to:

1. Purchase Imaging Equipment that has achieved Gold registration in the EPEAT system in the United States (EPEAT Gold);
2. [Purchase Imaging Equipment that meets EPEAT Optional Criteria 4.1.4.1 Reduction of Substances on the EU REACH Candidate List of SVHCs, which will ensure that the Imaging Equipment is free of intentionally added lead and other substances of concern;](#)
3. Purchase Imaging Equipment that meets the WEEE Directive and/or REACH (See the Standard Setting and Certifying Programs section);
4. Use print management software with print control to reduce the amount of copy paper used;
5. Use remanufactured high yield toner cartridges that meet the EO4 specification for Monochrome Toner Cartridges;
6. Purchase higher efficiency units, such as MFP, whenever possible;
7. Increase the staff/printer ratio to reduce the total number of devices purchased;

### **Packaging**

Packaging shall comply with Environmental Conservation Law section 37-0205.

Packaging shall not contain inks, dyes, pigments, adhesives, stabilizers, or any other additives to which any lead, cadmium, mercury or hexavalent chromium is intentionally added or contain incidental concentrations of lead, cadmium, mercury or hexavalent chromium which together are greater than 100 parts per million by weight (0.01%).

New York State encourages affected entities to adopt the following:

- The use of bulk packaging.
- The use of reusable packaging.
- The use of innovative packaging that reduces the weight of packaging, reduces packaging waste, or utilizes packaging that is a component of the product.
- That all packaging remain the property of the supplier and not become the property of the affected state entity under any circumstance or condition. The vendor shall certify that the packaging material will be reused, recycled, or composted, and managed in compliance with applicable local, state, and federal laws.
- Packaging that maximizes recycled content and/or meets or exceeds the minimum post-consumer content level for packaging in the U.S. Environmental Protection Agency Comprehensive Procurement Guidelines.
- Packaging that is recyclable or compostable.

### **Bulk Delivery and Alternate Packaging**

New York State encourages the use of innovative packaging that reduces the weight of packaging and the generation of packaging waste. A Contractor is encouraged to use reusable materials and containers and to utilize packaging configurations that take advantage of storage containers designed to be part of the Product for the shipment of multi-unit purchases. New York State recognizes that these packaging methods are in the development stage and may not be currently available. Authorized Users are urged to inquire about these programs at the time of purchase and determine the best solution for their needs.

### **Surplus/Take-Back/Recycling**

A State Agency is reminded of its obligation to comply with the NY State Finance Law § 167, Transfer and Disposal of Personal Property, and § 168, The Management of Surplus Computer Equipment, regarding transfer and disposal of surplus personal property before utilizing take-back, recycling, or other options for disposition of equipment that is still in operable condition.

If Contractor offers a take-back/recycling program, then Contractor shall provide a record of disposition to each Authorized User who participates in the take-back/recycling program for units transferred for disposition. Contractor shall provide documentation that the units were disposed of in an environmentally sound manner in

compliance with applicable local, state and federal laws. See Section III below for specific requirements governing electronic equipment recycling.

The NYS Department of Environmental Conservation (“DEC”) Electronic Equipment Recycling and Reuse Act (“Act”) (Environmental Conservation Law, Article 27, Title 26, Electronic Equipment Recycling and Reuse), requires manufacturers to establish a convenient system for the collection, handling, and recycling or reuse of electronic waste. If Contractor is a manufacturer of electronic equipment covered by the Act, Contractor agrees to comply with the requirements of the Act. More information regarding the Act can be found on the DEC website at:  
<http://www.dec.ny.gov/chemical/65583.html>

If a Contractor offers a take-back/recycling program or offers an electronic equipment recycling program pursuant to the Act, and an Authorized User participates in same, then the Authorized User shall ensure the destruction of all data from any hard drives surrendered with the machines/covered electronic equipment. Contractor shall not require an Authorized User to surrender the hard drive, as an Authorized User may wish to retain the hard drive for security purposes. Contractor shall advise the Authorized User in advance if the retention of the hard drive results in additional fees or reduction in trade-in value. It is recommended that an Authorized User use a procedure for ensuring the destruction of confidential data stored on hard drives or other storage media that meets or exceeds the National Institute of Standards and Technology (“NIST”) Guidelines for Media Sanitation as found in NIST Special Publication 800-88.

### **Disclosure of Flame Retardants**

NYECL §37-0111 recognizes that brominated flame retardants constitute substances hazardous to the environment, and prohibits any person to manufacture, process or distribute in commerce a product, or a flame-retardant part of a product, containing more than one-tenth of one per centum of pentabrominated diphenyl ether (pentaPBDE) or octabrominated diphenyl ether (octaPBDE), by mass. Brominated flame retardants are a class of halogenated flame retardants. Because New York State Executive Order No. 4 mandates ongoing development of lists and specifications for the procurement of commodities, services and technology that reasonably will reduce or eliminate the health and environmental risks from the use or release of toxic substances, bidders responding to solicitations are encouraged to disclose all flame retardants used in the products offered, including but not limited to penta, octa or decaPBDE and submit with their response a description of their efforts, if any, to utilize non-halogenated or other flame retardant compounds and/or design strategies that reduce the need to utilize flame retardant compounds. In addition, bidders are encouraged to offer products that meet flame retardancy standards or flammability requirements without added flame retardants with particular attention to halogenated flame retardants. Voluntary responses received will be forwarded to the Executive Order No. 4 Interagency

Committee on Sustainability and Green Procurement for informational purposes to enable its periodic review and supplementation of green procurement lists and specifications for use by New York State Agencies and Authorities.