**Reporting Template for the Materials & Purchasing Work Group**

I. **Membership**

Blain Woods, Purchasing Department – Chair

Lindsay Batchelor, Sustainability Office

Todd Becker, Environmental Health & Safety

Pete Evans, College of Physical & Mathematical Sciences

Darius Hinton, Student – Agriculture Business Management

Tom Jones, Facilities Operations

Sharon Loosman, Purchasing Department

Barry Olson, University Housing

Cody Williams, Alumni Association

Patti Woodbury, Wood & Paper Science

Jimmy Wright, Facilities Operations

II. **Existing Mandates**

* Executive Order No. 156 – State Government Environmental Sustainability, Reduction of Solid Waste, and Procurement of Environmentally Preferable Products – Signed by Governor Jim Hunt on July 20, 1999. Order that required state agencies to reduce their solid waste by 40% by 2001.
* The University of North Carolina Sustainability Policy – Adopted by UNC General Administration on October 10, 2009. Policy for the UNC constituent institutions and affiliated entities to establish sustainable development and resource management as a core value of institutional operations, planning, capital construction and purchasing practices.

III. **Current Status**

1. Housing Department’s sustainable purchases, University’s Surplus property program, and green items highlighted on Stpales and Office Depot punchout web sites.
2. SWOT analysis attached
3. Report of purchases with recycled content…..

IV. **Vision**

Develop policies, implement strategies and educate campus end users on the importance of sustainability to help improve the environmental performance of our supply chain.

V. **5-Year Strategies**

* Develop a sustainable purchasing policy for campus that will provide goals and direction for how to foster environmentally and socially responsible purchasing.
* Help individual department further develop the University’s sustainability policy to focus on their specific needs
* Help campus increase the amount of sustainable materials purchased.
* Develop a tracking system for sustainable purchases on campus.
* Work with MarketPlace vendors to highlight sustainable items on their electronic ordering sites.
* Develop bid specifications that require vendors to provide sustainable options for their products such as reduction of packing materials for items shipped to campus.