

Sustainable Copy Paper Guidelines

The University of California, Berkeley has adopted guidelines related to sustainable paper use on campus. These guidelines are consistent with the University of California's "Policy on Sustainable Practices" (March 22, 2007) and will help us achieve our broader sustainability goals.

The University is phasing out the use of virgin paper and adopt a minimum standard of 30% post-consumer waste (PCW) recycled content paper for all copy paper.

Furthermore, the University encourages offices and departments to adopt a higher standard of 100% PCW recycled content copy paper where appropriate.

To reduce paper usage, the University encourages departments to fully utilize double-sided printing capacity in printers and copiers and to use "one side clean" (OSC) paper.

The University also commits to developing a mechanism to report annually on paper usage by category (e.g., virgin, 30% PCW, etc.) and by department.

Existing supplies of virgin paper on hand should be used before beginning to purchase under this new policy. If you need guidance on choosing the best option for your needs, please contact our primary paper supplier, OfficeMax at 1-877-969-6629.

Office of Sustainability, June 18, 2008

Frequently Asked Questions about Recycled Paper

- **What is 30% (or 100%) post-consumer waste paper? What is "one side clean" (OSC) paper?**
PCW has at least 30% (or 100%) content from other paper that was used and then recycled. OSC paper has been printed on only one side and can be used again for notes or printing drafts.
- **Will recycled paper work as well as regular paper?**
All manufacturers of the printer and copiers used on campus report that their machines are compatible with 30% PCW paper. No warranties are voided by using PCW paper. While you may have heard about problems using recycled content paper – especially with 100% – there have been few such reports on campus. Issues such as jamming or curling are mostly related to the quality of the paper rather than the recycled content and are sometimes more obvious with larger volume printing or copying projects.
- **Which departments are already following these guidelines?**
A number of campus departments have already made the transition to recycled paper for office machines – including to 100% PCW. Facilities Services, the Haas School of Business, and the Office of the Vice Chancellor for Research use 100% PCW.
- **How much paper does the campus currently use?**
The campus bought 90 million sheets of copy paper last year – 2,000 for each student, staff, and faculty member. Campus-wide, 35% of purchased copy paper had no recycled content at all.
- **Are there other paper products that have recycled content?**
The University already purchases most custodial paper (like paper towels) using these guidelines.
- **Will recycled paper cost more?**
Currently, Office Max sells 30% PCW for slightly less than virgin paper; 100% PCW is 20% more.

How will this help the environment?

If we can reduce our use of virgin or non-recycled copy paper by 75%, we will spare 864 trees, save enough energy to power six average homes, and reduce greenhouse gas emissions by over 36 tons.

(Source: Environmental Defense's Paper Calculator)

What other sustainable paper options exist on campus?

All of the paper used by Printing Services is now certified by the Forest Stewardship Council to have been harvested from forests that meet stringent environmental, social, and economic standards. You can also ask that Printing Services use 100% PCW for your order.

(ucprinting.berkeley.edu)