

Sustainable Purchasing Guide

Print Services (Paper-Based)



Use this Guide When Purchasing

- Print services for paper-based print jobs

Print services are often used for high-volume print jobs, mailers, and specialty printing. If your agency directly uses the resulting print job materials, the paper used for the print job must contain a minimum of 30% post-consumer recycled content to comply with California’s Senate Bill 1383, aka. SB 1383, which went into effect January 2022.



How to Purchase

Check with your central procurement office or administrative staff to find out if you have any contracts or preferred vendors that employees are required to use for print services. Before initiating the print job order, ensure the vendor can provide paper that meets the following Minimum Requirements.

Product Requirements- *specify or seek:*

MINIMUM REQUIREMENTS/SPECIFICATIONS	LEADERSHIP OPPORTUNITIES
<ul style="list-style-type: none">• 30% post-consumer recycled content, AND• For print jobs using 20# white copy or multipurpose paper, the paper has at least one of the following certifications:<ul style="list-style-type: none">• Green Seal• FSC certified “Recycled” or “Mix” <p><i>SB 1383 Reporting Requirements</i></p> <p><i>Coordinate with your agency’s SB 1383 lead to maintain required documentation, including:</i></p> <ul style="list-style-type: none">• Records verifying the minimum recycled content of the paper product• Written documentation from the vendor certifying that the paper product is recyclable• Invoices or other proofs of purchase that include paper type and volume details	<p><i>Minimum Requirements plus one or more of the following:</i></p> <p>Vendor:</p> <ul style="list-style-type: none">• Certified as a California Green Business• Certified B-Corporation <p>Paper:</p> <ul style="list-style-type: none">• 50-100% post-consumer recycled content• Green Seal or FSC certified “Recycled” or “Mix”• Any non-post-consumer recycled content fiber is agricultural residue fiber• Bleaching process is Processed Chlorine Free (PCF)• Made with Green-e certified renewable energy

Related Tips

Reduce costs and/or waste by:

- Designing print media to be double-sided.
- Designing print media with no-ink edges (reduces paper waste compared to using bleed-to-edge designs).
- For reoccurring events, designing key media to be reusable (e.g., durable, no date-specific content).
- Limiting the use of dark or brightly colored papers, as they are more difficult to recycle.

Benefits

Supporting certified California Green Businesses:

- Reduces energy use and greenhouse gas emissions, as certified businesses utilize energy-efficient strategies.
- Reduces waste to landfills, as certified businesses follow waste reduction and recycling best practices.
- Reduces water consumption, as certified businesses follow water conservation best practices for their industry.

About the California Green Business Program

The California Green Business Program is a network of local programs operated by counties and cities throughout California. Businesses that apply receive personal attention from the public agencies and utilities that serve them. The program helps local businesses conserve energy and water, minimize waste, prevent pollution, and shrink their overall carbon footprint. A directory of certified businesses is available at: <https://www.greenbusinessca.org/>.

About Certified B-Corporations

B Corp Certification is a designation that a business is meeting high standards of verified performance, accountability, and transparency on factors from employee benefits and charitable giving to supply chain practices and input materials. More information and a directory of certified businesses is available at: <https://www.bcorporation.net/en-us/certification>.

Additional Resources

- [SB 1383 Paper Purchasing Requirements Resources from CalRecycle](#)
- [Alameda County SB 1383 Paper Procurement Resources](#)
- [Alameda County Green Purchasing Success Stories: Print Services](#)
- Check the [StopWaste Sustainable Purchasing Website](#) for additional implementation resources such as: compliant product lists, SB 1383 tips, and other support tools.



Paper Calculator

presented by environmental paper network

An online tool where you can calculate the environmental impacts (greenhouse gases, water consumption, toxics, etc.) of your paper and the associated benefits of paper reduction efforts and/or buying recycled content papers.

<https://c.environmentalpaper.org/>

ABOUT SENATE BILL 1383

SB 1383 ([14 CCR 18993.3 et seq.](#)) set methane emission reduction targets for California, with a focus on reducing organic waste to landfills – a key source of methane emissions. The regulations established purchasing requirements for recycled content paper to ensure strong markets for recovered paper and to keep paper out of landfills.



Certified



Corporation

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