



**UCLA**  
Sustainability  
Action Research



# Housing Team

## Sustainability Action Research



### Goal:

To make recommendations to UCLA Housing & Hospitality Services in order to maximize the procurement of environmentally preferred products on the Hill.

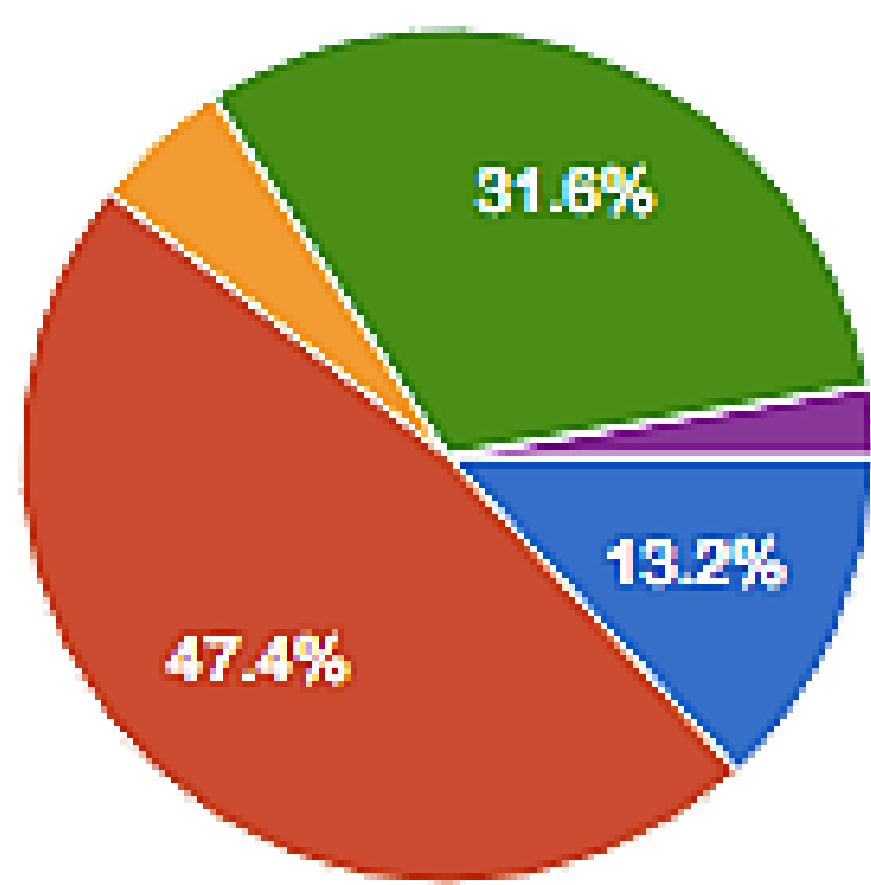
### Process:

- Evaluated procurement practices in UCLA H&HS
- Researched sustainable office supplies that are available through the BruinBuy system
- Trained UCLA staff on how to purchase sustainably and implement green office practices

## Survey

The Housing Team began with a survey to assess UCLA Housing and ResLife staff's awareness and practices regarding sustainability and green purchasing.

**What do you think is the biggest obstacle to sustainable procurement of office supplies at UCLA?**



Obstacle	Count	Percentage
Lack of awareness/knowledge of sustainable products	18	47.4%
Lack of availability of sustainable products	12	31.6%
Cost	5	13.2%
Complicated procurement policies	2	5.3%
Other	1	2.6%

## Catalog

We compiled the Green Office Catalog to streamline sustainable purchasing and encourage the use of environmentally preferred products.



Some of the criteria used to determine the best products were:

- Recycled content
- Refillable
- Recyclable
- Cost
- Bulk packaging
- Non-Toxic
- Certifications

	<p>Paper Mate - Write Bros® Recycled Stick Ballpoint Pens - Blue, Medium, 12/Pack</p> <p>Item #: N11750867</p> <p>Total Cost: \$1.36</p>	<ul style="list-style-type: none"> <li>• 80% pre-consumer recycled content</li> <li>• Perfect for situations where large quantities, of pens are needed</li> <li>• Non refillable</li> </ul>
	<p>Pilot - Bottle 2-Pen Retractable Ballpoint Pens - 12/Pack</p> <p>(Black) Item #: N134800 (Blue) Item #: N134801</p> <p>Total Cost: \$6.96 Cost/Pen: \$0.58</p> <p>(Red) Item #: N134602</p> <p>Total Cost: \$7.50 Cost/Pen: \$0.63</p>	<ul style="list-style-type: none"> <li>• Retractable ballpoint pen made from recycled plastic bottles</li> <li>• Contains 86% total recycled content with 83% postconsumer recycled content</li> <li>• Refillable for continued use (see below)</li> </ul>

## Lunch & Learn

The Housing Team shifted its focus to educational outreach and training to maximize purchasing managers' use of the Green Office Catalog.

Presentations for:

- Staff Assembly
- UCLA H&HS
- UCLA Residential Life
- Team Green on the Hill

