

The Ohio State University Office of Business Operations

Sustainability Program



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Agenda

- **Introduction/Background**
- **Process**
- **Results**
- **Lessons Learned**
- **Questions**



Introductions



Background

- **Business Operations is one small part of OSU and of OSU's sustainability effort**
- **We examined the procurement process to look for opportunities to help sustainability**
- **Universities operate differently**



Process

Two-Tiered Approach

- **University-wide committee for changes we could not implement alone**
 - **Environmentally Responsible Purchasing Policy**
 - **Recycled Paper Policy**
- **Jigsaw Matrix was used with our own departments**
 - **We controlled the implementation of these changes**



Process

Business Operations Jigsaw Matrix

- Each department had its own sustainability group
- Each departmental group determined what they would work on
- A representative of the group went to a quarterly meeting of all groups
- A coordinator oversaw the efforts of all groups
- The coordinator met monthly with each group



Results

Stores Department

- Identify environmentally-friendly items in the university's purchasing system online catalog
- Implemented a program to analyze purchases and identify opportunities to switch to environmentally-friendly products
- Administers the Recycled Paper Purchasing Policy
- Works with EHS on the Mercury Thermometer Exchange Program



Results

Travel Office

- A link has been created on their website that lets university travelers purchase carbon offsets

Trademark & Licensing

- A pilot program will begin using sustainability as part of the evaluation criteria for new licensees



Results

Purchasing

- Working to finalize environmentally-friendly criteria language for all bids and PO's
- Posted PO Terms and Conditions on their website – saves 750,000 sheets of paper yearly

Transportation & Parking Services

- Expanded the Idling Policy
- All buses use B20 Biodiesel
- Reminding students they can ride COTA



Results

Central Receiving

- **Recycling shrink wrap removed from incoming shipments**
- **Recycling pallets**
- **All trucks use Biodiesel fuel**
- **Asking departments to send inbound freight to them**



Results

UniPrint

- **Window retrofits**
- **Lighting retrofits**
- **15.7 kw solar installation planned**
- **Working on FSC certification for their printing production process**



Results

Human Resources & Finance

- Found ways to stop printing common reports and save paper

Information Technology

- Programmed all PC's to turn off at night



Lessons Learned 1 & 2

- **To increase participation, make it EASY**
- **What is important to us is not necessarily important to others**



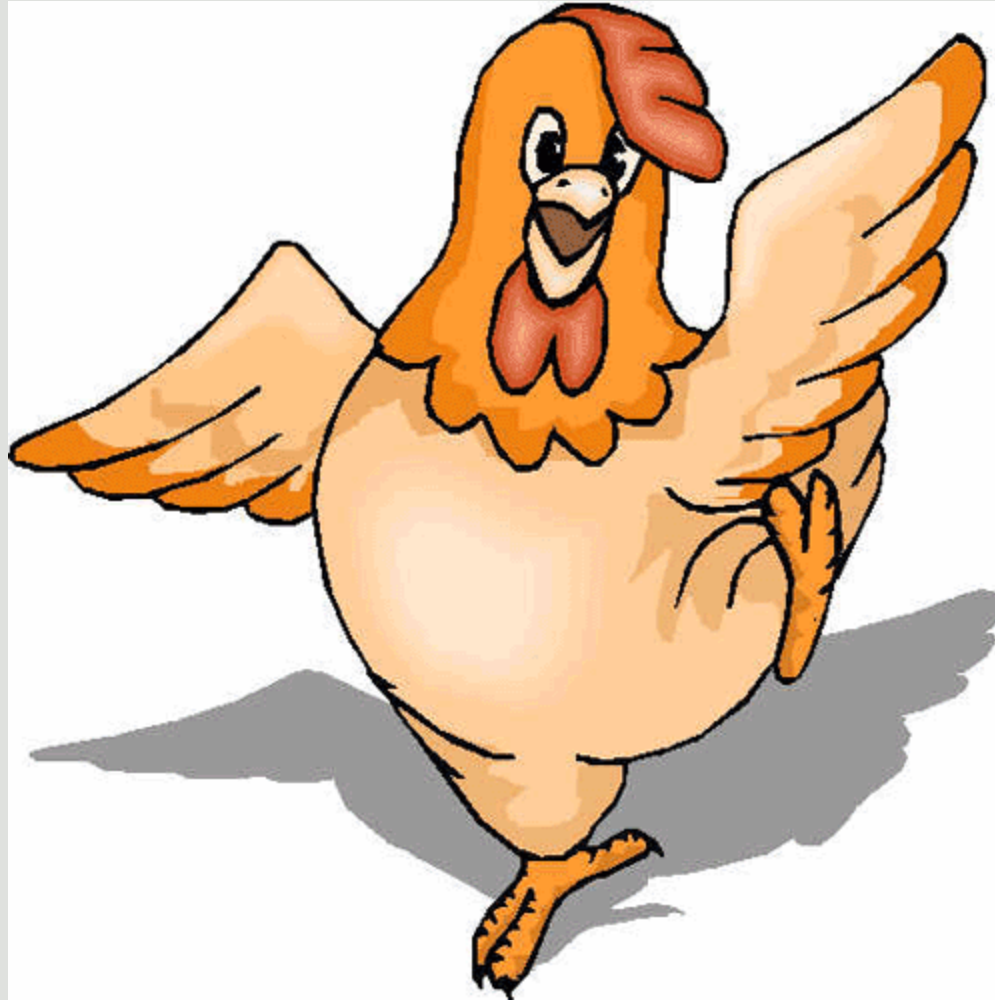
Lessons Learned 3A



Lessons Learned 3B



Lessons Learned 4



Questions

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