

1 Minute



4 Safety

Reduce, Reuse and Recycle Office Products



- ✓ Before purchase, check with the B79 Property Reuse Center, x5497 for used office supplies such as notebooks, folders, staplers, trays, etc.
- ✓ If you need furniture, contact Bldg 904 at x4938.
- ✓ If necessary, buy new items that have recycle content, are remanufactured, or recyclable.
- ✓ Set up an area to store and exchange reusable office supplies, such as binders, folders, envelopes, etc.



For more information contact Nancy Rothermich, EH&S Division (x4644).