

# Sustainable Purchasing Guide



## Janitorial Paper Products

### Use this Guide When Purchasing

- Paper towels
- Toilet tissue
- Toilet seat covers
- Facial tissue

Janitorial paper products are single-use items primarily used in facility restrooms and break rooms. They may be purchased as stand-alone items or included in a custodial services contract. Any janitorial paper products purchased directly by staff must comply with the minimum post-consumer recycled fiber requirements established by 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 or facilities staff to find out if you have any contracts that employees are required to use to purchase janitorial paper products. When seeking these products in a store or online, check the product details to confirm the product meets the Minimum Requirements listed below. If janitorial paper products are included in your custodial service contracts, ensure they are providing products that meet the following Minimum Requirements as well.

### Product Requirements - *specify or seek:*

MINIMUM REQUIREMENTS/SPECIFICATIONS	LEADERSHIP OPPORTUNITIES
<ul style="list-style-type: none"><li>• Toilet tissue shall contain a minimum 45% post-consumer recycled content</li><li>• Paper towels shall contain a minimum 40% post-consumer recycled content</li><li>• Toilet seat covers shall contain a minimum 20% post-consumer recycled content</li><li>• Facial tissue shall contain a minimum 10% post-consumer recycled content</li><li>• Comply with SB1383 documentation requirements (<i>see page 2 for more details</i>)</li></ul>	<p><i>Minimum Requirements plus one or more of the following:</i></p> <ul style="list-style-type: none"><li>• Higher % post-consumer recycled content than the specified minimum for the product category</li><li>• Green Seal, UL ECOLOGO, and/or FSC certified “Recycled” or “Mix”</li><li>• Bleaching process is processed chlorine free (PCF)</li><li>• No individual item wrapping</li><li>• Available in bulk quantities</li><li>• Does not contain intentionally-added fragrances, dyes, or antimicrobials</li></ul>

## SB 1383 Reporting Requirements

Coordinate with your agency's SB 1383 lead to maintain required documentation, including:

- Records verifying the minimum recycled content of the paper products
- Invoices or order forms that include paper type and volume details
- Applicable documentation if compliant products are not available or are cost-prohibitive

### Ecolabels to Look For



**Please note:** Green Seal updated its logo in Oct 2024. Products may still display the old logo during the transition period.

### Related Tips

**Reduce janitorial paper-related waste to landfills by:**

- Installing hand dryers in restrooms and removing paper towel dispensers.
- Composting paper towel waste.
- Switching to coreless toilet paper rolls when selecting new dispensers.

### Benefits

**Buying janitorial paper products made with post-consumer recycled content:**

- Creates markets for paper collected in local office and residential recycling programs.
- Reduces energy use and greenhouse gas (GHG) emissions: producing 30% post-consumer recycled content tissue instead of 100% virgin tissue reduces GHG emission by 21%.
- Protects forests, which promotes biological diversity.
- Reduces water pollution: PCF papers do not use chlorine-containing compounds in the bleaching process, thus reducing the release of dioxins and other harmful pollutants into waterways.

### Additional Resources

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

### PRODUCT REGISTRIES

Find/verify certified products by using the following online certified product registries:

- [Green Seal](#) Product Registry
- [UL SPOT](#) Product Registry (filter by product type and UL ECOLOGO certification)

### 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.

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