



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT CARSON  
1626 ELLIS STREET, SUITE 200, BUILDING 1118  
FORT CARSON, COLORADO 80913-4145

GC Policy #22

IMWE-CAR-ZA

30 August 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Sustainable Paper Use Policy

1. REFERENCES.

- a. National Defense Authorization Act of 1998, Sec 350.
- b. Fort Carson Installation Sustainability Plan and Management System, 2010.
- c. Fort Carson Army Lifecycle Management Program, 1 Oct 04.
- d. Public Law 99-580, Executive Order 12837- Federal Acquisition, Recycling, Waste Prevention Programs, and the Department of Defense (DoD) Measure of Merit.
- e. Executive Order 13101-Federal Acquisition, Recycling, Waste Prevention Programs.
- f. U.S. Environmental Protection Agency (EPA) Comprehensive Procurement Guidelines, 2004.
- g. Executive Order (E.O.) 13514; *Federal Leadership in Environmental, Energy, and Economic Performance*, 05 Oct 09.

2. POLICY STATEMENT. The Fort Carson Garrison shall incorporate sustainable environmental practices in its procurement, use, and disposal of all paper products. Sustainable environmental practices include, but are not limited to:

- a. Reducing paper consumption.
- b. Considering fiber source, type, and recycled content (use of paper of at least 50 percent post-consumer fiber content), paper processing methods, and recyclability in paper purchase decisions in addition to price, performance quality, and end-use application.
- c. Reusing and recycling paper products.

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3. PURPOSE. To set paper usage standards within the Garrison as referred to in reference (a), as well as all paper products including but not limited to: copy, printing, newsprint, commercial sanitary tissue products, packing products and other specialty consumer paper goods. Since paper usage, as well as recycling, continues to climb each year, this memorandum outlines the policy and establishes responsibility for the implementation of the Installation paper reduction program. Effective implementation of this program will further Air Quality, Sustainable Procurement and Zero Waste goals of Fort Carson's 25 Year Sustainability Plan and meet sustainability objectives outlined in reference (b).

4. APPLICABILITY. All paper products purchased both directly and indirectly by the Garrison are subject to the terms of this policy. Where commercial paper products or printed materials are purchased from the private sector, it is the responsibility of the ordering directorate to specify the paper products according to the terms of this policy and to ensure compliance.

5. The point of contact for this policy is the Sustainability Planner at 719-526-9777.



ROBERT F. McLAUGHLIN  
COL, FA  
Garrison Commander

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