

**Subject Index**  
**Teleconferences on Implementing Executive Order 13101**  
**U.S. Department of Energy**  
**October 14, 1998 – January 26, 2006**

Below is the index to the U.S. Department of Energy's quarterly teleconferences on implementing Executive Order 13101. **When using information from past teleconferences, please check the date of the teleconference to determine whether the information is up to date.** The index is organized according to the following subjects:

AWARDS  
GUIDANCE, POLICY, PROGRAM INFORMATION  
PRODUCTS  
RECYCLING  
REPORTING

## **AWARDS**

- U.S. Department of Energy Award – **2005:** Oct 27; **2004:** Oct 28
- White House Closing the Circle Award – **2006:** Jan 26; **2005:** Oct 27, Apr 28; **2004:** Oct 28, Jul 22; **2001:** Aug 30; **2000:** May 25; **1999:** Apr 29

## **GUIDANCE, POLICY, PROGRAM INFORMATION**

### **Acquisition Letters**

- Memorandum to DOE Procurement Directors to include environmental preferability, and, in particular biobased content, in purchasing contracts and orders – **2004:** Oct 28
- Revisions to incorporate EO 13148, Environmental Leadership, and EO 13149, Fleet and Transportation Efficiency - **2001:** Mar 1
- Signed May 16, 2000 - **2000:** May 25
- Draft - **1999:** Aug 26

### **Environmentally Preferable Purchasing Program Guidance**

- Alternative Fuel/Vehicle Guidance – **2005:** Jan 27
- Biobased Product Guidance – **2006:** Jan 26; **2005:** Jul 28, Apr 28, Jan 27; **2004:** Oct 28, Apr 27; **2003:** Mar 27; **2002:** Dec 12, May 23; **2001:** Mar 1; **1998:** Oct 14
- Changes to the Guidance: *U.S. Department of Energy Affirmative Procurement Program for Products Containing Recovered Materials* - **2001:** May 24, Mar 1; 1998: Oct 14
- Checklist for Successful Environmentally Preferable Purchasing Program – **2003:** Mar 27
- Component of Environmentally Preferable Purchasing - **2002:** May 23
- *DOE Strategic Plan to Implement Executive Order 13101* - **2000:** Nov 30, Aug 17, May 25; **1998:** Oct 14
- Energy/Water Efficient Product Guidance – **2006:** Jan 26; **2005:** Jan 27

- Environment, Safety, and Health (EH) assumes responsibility for Pollution Prevention Program and with it the Environmentally Preferable Purchasing Program (contact information and website) – **2002**: Sep 26; **2001**: Nov 29
- Federal Electronics Challenge – Memorandum of Understanding – **2005**: Apr 28
- *Federal Electronic Product Environmental Assessment Tool* – **2005**: Apr 28
- Federal Electronics Recycling Contract – READ – **2005**: Apr 28
- *Federal Guide for Green Construction Specs* – **2005**: Apr 28
- *Federal Strategic Plan to Implement Executive Order 13101* - **1999**: Nov 17
- *Hanford Site Strategic Plan to Implement Executive Order 13101* - **1999**: Nov 17
- Name Change from Affirmative Procurement to Green Buying (Environmentally Preferable Purchasing) - **2001**: May 24
- Newly Designated Products Added to Purchasing System – **2005**: Apr 28
- Recycled Product Guidance - Recovered Materials Advisory Notices (RMAN) – **2006**: Jan 26; **1999**: Nov 17
- Sustainable Design – **2006**: Jan 26

**America Recycles Day** - **2000**: Nov 30

**Center for the New American Dream Conference** - **2002**: May 23

#### **CPG - Comprehensive Procurement Guideline**

- Newly Designated Products - **2004**: Jul 22; **1999**: Nov 17
- Process - **1998**: Oct 14
- Work group membership - **2000**: Nov 30

#### **DEAR - Department of Energy Acquisition Regulations**

- Changes - **2001**: Mar 1
- RCRA 6002/EO13101 flow down to construction and other sub-contractors – **2003**: Mar 27; **2001**: Mar 1; (following discussions prior to revised DEAR) **2000**: Aug 17, May 25; **1999**: Nov 17, Aug 26
- Recycling Coordinator requirement for all Facility Management Contractors - **2001**: Mar 1

**Electronic Purchasing Systems** – **2005**: Apr 28; **2003**: Jun 26

#### **Environmental Management Systems and EPP**

- *Incorporating Green Purchasing in Your Environmental Management System* – **2006**: Jan 26; **2005**: Apr 28
- How EMS Relates to Environmentally Preferable Purchasing - **2003**: Dec 4

**Environmentally Preferable Purchasing Experts** - **2000**: Aug 17

**FAR - Federal Acquisition Requirements** - (discussion prior to revised FAR) **1999**: Nov 17

- Far Case for Biobased Products – **2005**: Jan 27

**Federal Electronics Challenge** – **2003**: Sep 25

**Federal Environmental Executive – 2004:** Oct 28

**Green Acquisition Advocates**

- Newly designated - **2001:** Mar 1
- Position descriptions - **2000:** May 25; (“Point of Contact”) **1999:** Aug 26
- Signature requirement on purchases - **2001:** Mar 1

**Hindrances to Purchasing Top 9 Products - 2002:** May 23, Dec 12; **2000:** May 25

**Inspections, U.S. Environmental Protection Agency RCRA – 2003:** Sep 25, Mar 27; **1999:** Aug 26

**Justification for Exempt Purchases**

- Allowed exemptions - **2001:** Mar 1; 1998: Oct 14
- Form - **2001:** Mar 1
- Requirement - **2001:** Mar 1
- Tracking - **1999:** Aug 26

**Life Cycle Analyses (BEES) – 2005:** Jul 28

**Micropurchase Level - 2001:** Mar 1; **1999:** Aug 26

**National Recycling Coalition Congress – 2003:** Sep 25

**Performance/Purchasing Agreements & Contract Specifications**

- Construction/Demolition - **2000:** Feb 24
- Flow down of requirements in contracts – **2002:** Dec 12

**Pilot Projects of Biobased Products – 2004:** Jul 22

**Pollution Prevention Program**

- FY 2001 Conference - **2000:** Aug 17
- Goals for 2005 and 2010 - **1999:** Nov 17
- Information Portal - **2000:** May 25; **1999:** Aug 26
- Site plans - **1999:** Nov 17

**Posters for Biobased Product Display – 2005:** Apr 28

**Preferred Procurement Partnership – 2005:** Jan 27

**Price, Reasonable - 1999:** Aug 26

**Standards - 2003:** Jun 26

**Sustainable Buildings** (*Federal Commitment to Green Building and Federal Green Construction Guide*) – **2005:** Jul 28

## **Training**

- DOE Buying Green Requirements: Why, What, and How to for all purchasers (invoice, P-Card, sub-contracts) - **2001**: Mar 1; **2000**: May 25; **1999**: Aug 26
- Gov Online Learning Center: Green Purchasing Training – **2004**: Oct 28
- Sustainable Products - **2001**: May 24

**WasteWise Partnership Program available to federal facilities - 2001**: May 24

**Website – 2005**: Oct 27

## **PRODUCTS**

**How to Find - 2004**: Apr 27 (biobased purchasing website); **2002**: Dec 12 (three key websites); **2000**: Nov 30 (*Buying Resources Guide*)

**Adhesives – 2004**: Oct 28

**Antifreeze – 2005**: Oct 27; **1999**: Apr 29

**\*\*Bedding, bed linens, towels – 2005**: Jul 28

**Binders – 2005**: Apr 28; **2002**: Dec 12; **1999**: Apr 29

**Blasting grit – 2004**: Oct 28, Jul 22; **2001**: Nov 29

**Bristols - 2000**: May 25

**\*Carpet-nylon – 2005**: Jul 28; **2002**: May 23; **2001**: Nov 29;

**\*Carpet-nylon backing - biobased – 2005**: Jul 28; **2001**: Nov 29

**Carpet-polyester – 2004**: Oct 28; **2000**: Feb 24; **1999**: Apr 29

### **Cartridges – toner, ink jet, color**

- Designated (toner color and black&white), not designated (ink jet) – **2005**: Apr 28; **2003**: Jun 26
- Effect on warranty – **2005**: Apr 28; **2003**: Jun 26; **2001**: Aug 30
- How to ensure quality – **2005**: Apr 28; **2003**: Jun 26; **2001**: Aug 30; **1999**: Jan 21
- Life Cycle Analysis – **2005**: Oct 27
- Prebate programs - **1999**: Jan 21
- Recycling toner cartridges/closed loop contracts - **2001**: Aug 30; **1999**: Jan 21'
- Suppliers – **2003**: Mar 27; **1999**: Jan 21
- With recycled content - **2001**: Aug 30

**Caulking – 2004**: Jul 22

**Cement/concrete with cenospheres – 2004**: Oct 28; **2001**: Nov 29

**Cement/concrete with fly ash/blast furnace slag** – 2005: Apr 28; 2002: May 23; 2000: May 25 (listed as one of top 9 products but not discussed), Feb 24

**Cement/concrete with silica fume** – 2004: Oct 28; 2001: Nov 29

**Certification** - 2000: Feb 24; 1999: Nov 17, Aug 26

**Chemicals** – 2004: Oct 28

**Cleaning products** - 2001: Nov 29, Aug 30

- Window – Fleet – 2006: Jan 26
- Wheels – Fleet – 2006: Jan 26

**Containers-recycling** - 2002: Dec 12; 1999: Apr 29

**Custodial Products/Services** – 2005: Apr 28, Jan 27; 2004: Apr 27; 2003: Jun 2

**Detergent (Parts Washers)** – 2004: Jul 22, Apr 27

**Diesel** – 2006: Jan 26; 2004: Jul 22, Apr 27

**\*\*Diesel fuel additives** – 2005: Jul 28

**Drums, Industrial** - 2002: Dec 12; 2000: Nov 30

**Electronic Equipment** – 2003: Sep 25

**Energy Efficient** - 2001: Mar 1

- Contract language for Energy Star rated products – 2006: Jan 26; 2003: Mar 27

**Flooring** - 2001: Nov 29

- Linoleum - 2000: Feb 24

**Flowable fill** - 2000: Feb 24

**Fluorescent light tubes** - 2001: Nov 29, May 24

**Folders** - 1999: Apr 29

- Plastic envelopes versus file/presentation folders – 2005: Oct 27; 1998: Oct 14

**Fuel, alternate** - 2000: Nov 30

**Furniture-office** – 2005: Apr 28; 2004: Oct 28, Jul 22; 2001: Nov 29, May 24

**\*\*Hydraulic fluids** – 2005: Jul 28; 2004: Apr 27; 2003: Dec 4, Jun 26; 2002: Dec 12

**Insulation**

- cellulose loose fill, fiberglass, foam-in-place, phenolic rigid foam, rock wool (recycled content) - **2000**: Feb 24
- foam-in-place (biobased content) – **2004**: Jul 22

**Linners-plastic trash** - **1999**: Apr 29

**\*\*Lubricant, penetrating** – **2006**: Jan 26; **2005**: Jul 28

**Lumber-plastic (non-structural)** - **2000**: Aug 17

**Newly Designated** – **2005**: Jul 28; **2001**: Aug 30; **2000**: Nov 30, Aug 17, Feb 24;  
**1998**: Oct 14

**Non-Ozone Depleting Substances** – **2004**: Oct 28

**Oil** - **2001**: May 24; **1999**: Apr 29

### **Paint**

- Biobased – **2004**: Jul 22
- Consolidated versus reprocessed - **2000**: Feb 24
- Corrosion resistant – **2006**: Jan 26
- Suppliers - **2000**: Feb 24; **1999**: Apr 29
- Volatile organic compounds - **2000**: Feb 24

### **Paper**

- Copy - **2000**: Nov 30; **1999**: Apr 29, Jan 21; **1998**: Oct 14
- Copy for Color Printers – **2005**: Apr 28
- Daily planner refills - **2001**: May 24
- Engineering pads - **2001**: May 24
- Sticky notes - **1999**: Apr 29

**Pipe-nonpressure** – **2004**: Oct 28, Jul 22; **2001**: Nov 29

**Racks-bicycle** – **2004**: Oct 28, Jul 22; **2001**: Nov 29

**Railroad Crossing Surfaces** – **2004**: Oct 28

**Ramps-modular threshold** – **2004**: Oct 28, Jul 22; **2001**: Nov 29

**\*\*Roof coating/sealant** – **2005**: Jul 28

**Roofing** – **2004**: Oct 28, Jul 22; **2001**: Nov 29

**Signs** - **2000**: Nov 30

**Sorbents** – **2005**: Oct 27; **2004**: Jul 22

**\*Tires-recycled - 2001:** Nov 29

**Tires-retread – 2005:** Apr 28; **1999:** Apr 29

**Top (roughly \$1M) products purchased by DOE – 2005:** Apr 28; **2002:** Dec 12, May 23; **2000:** May 25

**Typewriter printer ribbons - 1999:** Apr 29

**Vehicular parts – 2005:** Apr 28; **2004:** Oct 28, Jul 22; **2003:** Mar 27; **2001:** Nov 29

**Viewgraphs – 2005:** Oct 27

**Waterless urinals – 2005:** Jan 27

**\*\*Water tank coating/sealant – 2005:** Jul 28

\* = Proposed by U.S. Environmental Protection Agency in 1999 but not yet designated for purchase with recycled content

\*\* = Proposed by U.S. Department of Agriculture in 2005 but not yet designated for purchase with biobased content

## **RECYCLING**

- Radioactive contamination concerns - **2000:** Nov 30

## **REPORTING**

### **Methods**

- Copy paper as a separate item - **2000:** May 25
- Environmentally preferable purchases - **2000:** Nov 30
- Justified exceptions – **2004:** Jul 22 Publications - **2001:** Aug 30
- Tracking – **2006:** Jan 26 (software); **2000:** Nov 30, Aug 17, Feb 24 (construction); **1999:** Aug 26 (software)
- Vendor reporting – **2005:** Jan 27

### **On-Line**

- FY2005 reporting instructions – **2005:** Oct 27
- FY2004 reporting instructions – **2004:** Oct 28
- FY2003 reporting instructions – **2003:** Dec 4, Sep 25, Mar 27
- FY2002 reporting instructions, due dates, and new contact information – **2002:** Sep 26
- FY2001 reporting instructions - **2001:** Nov 29
- FY2000 reporting instructions - **2000:** Nov 30, Aug 17
- FY1999 reporting instructions - **1998:** Oct 14

## **Requirements**

- \$10,000 reporting requirement - **2000**: Nov 30; **1999**: Nov 17, Aug 26; **1998**: Oct 14
- GSA purchases – **2003**: Dec 4
- Newly designated items - **2000**: Aug 17
- Paper purchasing requirement with no exceptions - **1999**: Jan 21
- Product availability review annually - **2001**: Nov 29
- Proposal to streamline - **2001**: Nov 29; **2002**: May 23

## **Results**

- FY2004 – **2005**: Jan 27
- FY2003 – **2004**: Jul 22
- FY2002 – **2003**: Mar 27
- FY2001 - **2002**: May 23
- FY2000 versus FY1999 - **2001**: Mar 1
- FY1999 - **2000**: Feb 24
- FY1998 - **1999**: Jan 21
- FY1997 - **1998**: Oct 14
- Since FY1997, posted on the DOE website for all DOE sites - **2001**: Mar 1