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**LEED O+M: Schools | v4 - LEED v4**

## Ongoing purchasing and waste policy

### Required

1 result in **All** .

- [Glossary](#)

### Intent

To reduce the environmental harm from materials purchased, used, and disposed of in the operations within buildings.

### Requirements

#### Establishment

##### Environmentally preferable purchasing

Have in place an environmentally preferable purchasing (EPP) policy for products purchased during regular operations of the building. Include at a minimum:

- Ongoing Purchases
  - o The five most purchased product categories based on total annual purchases.
  - o Paper, toner cartridges, binders, batteries, and desk accessories.
  - o Lamps (indoor and outdoor, hard-wired and portable fixtures)
  - o Food (required for EBOM Schools and Hospitality only)
- Durable Goods Purchases
  - o Office equipment, appliances, and audiovisual equipment
  - o Electric powered equipment

The policy should address the criteria in the following credits:

- Materials and Resources Credit: Purchasing—Ongoing
- Materials and Resources Credit: Purchasing—Lamps

The policy must cover at least those product purchases within the building and site management's control.

#### Solid Waste Management

Establish storage locations for recyclable materials, including [mixed paper](#), corrugated cardboard, glass, plastics, and metals. Establish safe storage areas for batteries and mercury-containing lamps.

Have in place an environmentally preferable solid waste management policy that addresses [reuse](#), recycling, or composting of products purchased during regular operations of the building. Include at a minimum:

- Ongoing waste
  - o The five most purchased product categories based on total annual purchases.
  - o Food (required for EBOM Schools and Hospitality only)
- Durable goods waste
  - o Office equipment, appliances, and audiovisual equipment
  - o Electric powered equipment
- Hazardous Waste
  - o Safe disposal of batteries and lamps (indoor and outdoor, hard-wired and portable fixtures)

The policy must cover at least those product purchases within the building and site management's control.

### Performance

Maintain a high-performing solid waste management program by conducting a waste stream audit of ongoing consumables at least once every five years or by diverting 75% of ongoing waste and achieving Materials and Resources Credit Solid Waste Management—Ongoing.

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