

## **Guidelines for Substantiating Environmental Claims**

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**A) Salvaged, Recycled, or Agricultural Waste Content:** What is the percent of salvaged, post-consumer recycled, pre-consumer recycled, or agricultural waste material in your product? If the percentage varies, provide us the range, and describe whether it varies for availability, performance, or other reasons. Please list any certification (such as SCS) or other verification of this information.

**B) Products That Conserve Natural Resources:** If your product is made from FSC-certified wood or has rapidly renewable content, please provide backup documentation. If your product is exceptionally durable, requires little maintenance, or in another way contributes to reduced material use, please describe.

**C) Products That Avoid Toxic or Other Emissions:** If your product uses alternatives to hazardous, ozone depleting, or other problematic substances, or indirectly reduces pollution or other impacts, please describe here how your product does this, and how it differs from the standards of your industry.

**D) Products That Save Energy or Water:** Please describe any energy or water saving features of your product. If appropriate, please provide us with system efficiencies, and any certification or testing results that verify the efficiency claimed. Industry standard efficiency ratings are preferred (such as AFUE for furnaces or SEER and EER for air conditioning systems). If it is an insulation product, or other product which provides indirect savings, please provide industry-appropriate measures of performance (such as R-value per inch for insulation). Look at the GreenSpec section description and listings most like your product for guidance.

### **E) Products That Contribute to a Safe, Healthy, Built Environment**

- **Product emissions:** If it is a paint, coating, carpet, or other product that may offgas volatile compounds, please provide information on VOC, formaldehyde, or other relevant emissions. Ideally, such products would have certification based on ambient emissions (such as Indoor Advantage, FloorScore, or GreenGuard, however, please provide whatever information and backup documentation is available. Look at the GreenSpec section description and listings most like your product for guidance.
- **Other safety or health aspects of your product** (such as improved light quality, noise control, ergonomics, etc). Please describe.
- **Does your product block or remove indoor pollutants** (such as mold), or warn occupants of health hazards? Please describe.

**F) Other Noteworthy Aspects of Product or Company:** Please describe anything else about your product or company that you think we should consider in our decision (such as company or factory ISO14001 certification, other company wide initiatives, overall design philosophy, or facility level efforts to reduce waste and minimize pollutants. As always, claims which are third-party certified or otherwise verified, hold more weight.

**TIP:** Remember, we are favorably impressed when honest self-evaluations of drawbacks, limitations, and areas for potential improvement are included.