



THE CALIFORNIA STATE UNIVERSITY  
CONTRACT SERVICES AND PROCUREMENT

# BULLETIN

02-03

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**SUBJECT: CSU BUY RECYCLED CAMPAIGN**

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This bulletin is to announce the CSU Buy Recycled Campaign. The CSU Buy Recycled Campaign has been established to promote environmentally responsible procurement practices and to allow the CSU campuses to more efficiently respond to the buy recycled product requirements.

Though the CSU is still a member of the State Agency Buy Recycled Campaign, the requirements for the purchase of recycled content products have been realigned to better fit the CSU system. Please noted that the CSU requirements may now differ from those for DGS state agencies and that campuses should not rely on DGS/CIWMB for their Buy Recycle guidelines.

Enclosed are the new [CSU Buy Recycle Handbook](#) and revised [Buy Recycle policy](#). The purpose of the CSU Buy Recycle Handbook is to provide a set of desk instructions to assist the campus Buy Recycled Coordinator in complying with the Buy Recycled requirements mandated by the legislature.

Some of the changes to these requirements are as follows:

- Buy recycled reports should no longer be submitted directly to CIWMB by the campuses. Reports must be submitted, **no later than August 15**, to:  
Eddie Choy  
CSU Office of the Chancellor  
401 Golden Shore  
Long Beach, CA 90802  
Fax: 562 951-4972  
Email: [echoy@calstate.edu](mailto:echoy@calstate.edu)  
Copy to CIWMB not required
- Buy recycled plans no longer required
- No procurement mandates for tire-derived products

- No certifications required for zero recycled content, steel and compost products
- Additional acceptable forms of Recycled Content Certifications
- Buy recycle policy applicable to all procurement contracts
- New guidelines for what should be or should not be reported.
- Additional price preference guidelines.

**DISTRIBUTION:**

Procurement and Support Services Officers  
Campus Buy Recycled Coordinators