

Greening Events Guide

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To Those Willing to Make a Difference:

This guide was made to assist you (as a member of a club, department, faculty or any other event planning body at McGill) to help plan sustainable events. We understand the pressures and stress associated with creating an event and those that can be added when trying to be 'green' on a limited budget. We believe that this guide provides a number of options for you to consider, with a number of price points and an array of suggestions to improve any aspect of your event.

The first question you have to ask yourself is how committed you are to changing the current practices on our university campus. Once you know you're committed, the changes are boundless. This guide will walk you through everything from printing to beverage selection. As well it includes sections with checklists, timelines, contacts, company references and a plethora of information about student groups that will help you make the greenest event possible! Special thanks go to Greening McGill and the SSMU Environment Commissioners, whose initial guide was integrated into this document.

Cheers,

Jonathan Glencross and Julia Webster

Winter 2009

This guide was updated by the SSMU Environment Committee in consultation with SSMU VP Internal Alex Brown and various campus groups. It is the intention of the Environment Committee to continue updating this guide annually or bi-annually.

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REDUCE, REUSE, RECYCLE:

the 3 Rs in action

Reducing Waste

The less waste, the greener the event! This should be your number one goal. If you are composting and recycling properly the number of “throw-aways” at your events should be significantly less. You should be using on-campus resources to reduce the amount of waste at your events – here are some suggestions to compliment any recycling or composting initiatives you have invested in to help reduce your event’s waste.

The Plate Club: Instead of using plastic, Styro-foam or paper plates – you should contact the plate club. The Plate Club is McGill’s highly acclaimed reusable dish provider. If you are hosting a wine & cheese, or similar event, don’t buy disposable plastic wine glasses and styrofoam plates! Just call up the Plate Club. We have several hundred plates, glasses, cutlery, all in different styles. There is no charge— but we do require a nominal deposit on the loan and that you bring back the dishes clean. The cost of lost dishes will be deducted from your deposit. (Contact: theplateclub@gmail.com)

The plate club is ideal for events with up to 200 participants.

Concordia has a similar plate-lending system called *R4 Free Dish Project* (<http://sustainable.concordia.ca/ourinitiatives/r4/>) They can provide plates for up to 200 people. The plates are melamine and made locally.

*There are always opportunities to use rental-com-

panies such as “*Celebrations Group*” for even larger numbers of people

SSMU has an environmentally-friendly dishwasher in the second floor cafeteria available for groups to use if you want to bring your own dishes – contact the building manager (the VP Clubs and Services) cs@ssmu.mcgill.ca

Napkins: Not always necessary! Be smart, do you actually need them? If you do, try and find post consumer recycled napkins. Costco often has these for cheap, cheap, cheap!

Cutlery: If you have to use plastic cutlery – provide receptacles for people to put their used cutlery in. Take the time to wash it and reuse it. Most plastic goods are sturdy and be used more than once.

Buy in Bulk: If getting packaged food for lots of people – go to large distribution stores like Aubut (3975 rue Saint-Ambroise. Call (514) 933-0939 for hours of operation) or Costco (300 Bridge Montreal. Call (514) 938-5170 for hours of operation) to purchase food in large containers to minimize packaging waste. Make sure not to over-buy as neither of these stores allow for returns.

Food Banks: If your event has a lot of leftover supplies, including food that has not been opened or modified – many food banks are open to donations! This is a great way to be charitable and not let your food expire without having been eaten!

Contact...

****Moisson Montreal:** One of the first food banks in Montreal – this food bank takes monetary donations from corporate and local sponsors. Their mission is to find sustainable solutions for self-sufficiency and poverty. If your event doesn't have food left over, but would like to make a monetary donation visit www.moissonmontreal.com for more details.

NDG Food Depot--2121 Oxford, metro Vendôme. Mondays 5-7 p.m. and Fridays 10 a.m.-2 p.m.

Mile-End Mission--99 Bernard W., metro Place-des-Arts, 80 Bus. Fridays only, 9 a.m. and 12 p.m. 274-3401

Multi-Caf--5829 Côte-des-Neiges, metro Côte-des-Neiges. Tuesdays, Wednesdays and Thursdays, 9 a.m. - 10:30 a.m. 733-0554

La Garde-Manger familiale--5965 Christophe-Colomb (Paroisse St-Etienne), metro Rosemont. Fridays only, 4:30 p.m.-6:30 p.m. 270-2308

The Salvation Army--2050 Stanley, metro Peel. Mondays to Fridays, 9 a.m.-3:30 p.m. 288-7686

Maison Adrianna--2615 Ontario, metro Frontenac. Wednesdays only 10 a.m.-3 p.m. 573-6347

Old Brewery Mission--915 Clark, metro Place d'Armes

Sun Youth--4251 St-Urbain, metro Place-des-Arts, 80 Bus. After the 15th of every month, appointments only. 842-6822

The Women's Centre--3585 St-Urbain, metro Place-des-Arts, 80 Bus. Women only. Thursdays and Fridays by appointment. 842-4780

Recycling

Recycling is one of the most important and one of the easiest initiatives to implement at one of your events. Your three goals should be to **reduce**

contamination of you recycled products, provide composting for organic waste and to keep your recyclables separated into paper/plastic/metals and cans.

Contamination occurs when event participants throw garbage into your recycling bins. When contamination occurs, (and happens to a bad enough extent), McGill Grounds Department will not recycle your waste. McGill Grounds does not have the support staff and it is also not their responsibility to sort through contaminated recycling bins.

Resin ID Codes

If you look at the bottom of any plastic materials, you will find the 'recycle symbol', in the middle of the symbol there will be a number – this number is called a "Resin ID Code." The numbers are used to sort post-consumer plastics. Numbers 1 through 6 signify a specific type of plastic. These numbers are important because Montreal only has the capacity to recycle numbers 1 through 5. Number 6 and 7 plastics cannot be recycled, but can be composted if made from materials like corn.

ConsignAction is a resource which picks up recyclables that require a deposit (like cans).

Visit www.consignaction.ca to learn more.

Bottled Water and Plastic Cups

The sale of bottled water has been banned in the SSMU building by a motion brought to the Winter 2009 General Assembly by TapThirst. Bottled water is being phased out at SSMU-events on campus. If you are trying to green your event take into consideration not using bottled water. Besides the moral implications of bottling a free and necessary resource, bottled water is a wasteful use of plastic and when not recycled properly ends up filling up

our land-fills. There are many other ways you can provide water at your events

- Water fountains
- “Gatorade” Coolers
- Water coolers rented from Labrador Springs or other companies
- Tap Water! (It’s safe and clean in Montreal!)

Try to eliminate plastic cup waste at your event. Encourage people to bring their own mugs to events, recycle your cups, wash cups out for re-use, charge a fee per cup (25 cents...) to encourage people to only use one cup throughout the event or provide participants with a cup (that is a useful size!).

Ex: Try and get reusable beer steins and do not offer plastic cups. For large scale multi-day events, have a no cup policy for the first day and encourage beer stein use until noon the second day. For smaller-scale events, The Plate Club can loan you reusable-cups for free (see pg. 3).

Helpful Tips

Some tips for preventing contamination

1. **Good Signage:** Make sure that all of your disposal units are labeled correctly.
2. **Color Coding:** Make sure that two bins are not the same.
3. **Education:** When training event staff, go over your recycling procedures, make sure everyone will know what color which bins are and make sure they know the consequences of contamination. As well, in any printed materials – make sure there is a section devoted to any recycling systems you are implementing.
4. **Make it Easy:** If you have good signage, you should be able to have garbage bins next to recycling

bins. Don’t have your recycling bank in one area and your garbage in another, as unfortunate as it is – you should consider that people are lazy and will not walk to both areas to deposit their waste.

5. Staffing: Have staff check the bins throughout the day, have them look out for contamination. If contamination is caught early enough you can salvage the recyclables. All it takes is for a few people to throw waste into a recycling container...once this happens your recycling bin will turn into a waste receptacle by the end of the day.

6. Have recycling behind the bar or serving area: This allows your bar staff to easily dispose of cans, tetra packs and bottles.

7. Clearly communicate your amount of waste: Many people are surprised by how much waste an event can create. Audit your waste and compare it to a previous event – make reducing waste a challenge!

Separating plastics/paper/metal...

This falls under good signage. Have clear signs indicating which product goes in which bins. If hosting an event on McGill campus, make sure you dialogue with the porters or the student association managing the building in which the event will occur. Ask them how important it is to separate recyclables, since some boroughs in Montreal have companies that separate the recyclables themselves.

If the event is held outside, contact Angelo Tambasco at angelo.tambasco@mcgill.ca.

A word on cardboard: Many products that you will be using at your events come in cardboard boxes! These are also recyclable! If you are not reusing the boxes for carrying things, make sure you have an event staffer cut-up and stack the used boxes. Make sure that they do not get wet, or have oil products on them because cardboard boxes can also get contaminated!

A good example of a contaminated cardboard box is a pizza box. Often the tops of pizza boxes are free from oil and food waste, if this is the case they can be easily cut off and recycled. If not, do not put them in your recycling! They cannot be recycled!

Composting

What is composting: Composting is the recycling of organic waste products to create fertilizer.

At your events many of your left-over or un-eaten food products will be able to be composted. It is important to contact Gorilla Composting, McGill's very own composting initiative, (gorilla.mcgill.ca/contactus.htm) and to meet with them before your event to get the appropriate containers and to see which food items can be composted.

Gorilla Composting has been instrumental in the purchasing of an industrial composter for McGill. However, this composter does not accept organic waste from student events.

An alternative is Centre Tournesol that you could turn to for composting help; however they only collect organic waste from their members. Learn about them at:

<http://www.urbaniterre.org/le-centre-environnemental-tourne-sol/>

Why we need composting...

Currently, Montreal wastes 2000 tons of organic waste per day. That adds up to 730 000 tons of organic waste per year. Such a large build up of organic waste creates a number of dangers, not limited to...

"gas emissions suspected of having reproductive and carcinogenic effects, and known to cause intense fires. In southern Québec, most landfills have permeable limestone bottoms which, due to wet organics transport sludge, leach any toxins into the surrounding groundwater. Long-term problems with current organic disposal are the non-recoverability of organic resources and diminishing landfill space - local landfills will close in less than 10 years."

--<http://gorilla.mcgill.ca/whycompost.php/>

Food Items Accepted by Gorilla Composting

apples, artichokes, asparagus, bananas, beans, beets, berries, broccoli, brussel sprouts, cabbage, carrot, celery, citrus fruits & rinds, coffee grounds, corn cobs (chopped), cucumber, egg shells (crushed), grapes, lettuce, melons, onions, oats and oatmeal, pears, pineapple, potatoes, rice, squash, tea bags and



leaves, tomatoes, turnips, zucchini, apple pomace, cocoa bean shells, corn stalks, dryer lint, garden waste, grass, hair, hay, hops (spent), leaves, peat moss, pine needles, plants (chopped), rhubarb leaves

Food Items NOT Accepted by Gorilla Composting

butter, bones, bread, charcoal or coal ash, cheese, hicken, diseased plants, dog and cat feces, fish, margarine, mayonnaise, meat, milk, oils, pasta, peanut butter, sour cream, yogurt

FOOD

Food for thought

- Can I feed all the people I want with my (local / organic / low-on-the-food-chain) options?
- What are my on and off campus options for ordering food (see Food section)?
- Which Student groups on campus could I involve, and how can they help (see Student Group section)?

In general...

The chemicals used to help grow our food, the distance our food travels before we consume it, and even how high we eat on the food chain all have important environmental implications. When organizing an event which includes food, considering these impacts and making sure to provide for various diets can make your event more enjoyable for all, as well as better for the planet.

Organic food has been grown without pesticide use, which means you are eating fewer synthetic, petroleum-based chemicals and that fewer water bodies surrounding the farm are being contaminated. Organic farms are much better at preventing soil degradation and erosion than their non-organic counterparts. **Local food** minimizes the use of fossil fuels to transport food from field to feast.

Some products are impossible to find locally (e.g. tropical fruit, chocolate, coffee, etc.) but many can be! Try to choose produce that is in season, and always choose the most local option (e.g. if you are buying apples, get the ones from Québec, not the ones from New Zealand). **Vegetarianism** is an umbrella term for a range of diets. Many vegetarians are ovo-lacto, meaning they do not consume meat but will consume eggs and milk. Other types of vegetarians may include fish or even anything that is not red meat. A vegan diet is one that is absent of any animal products (no meat, fish, dairy or eggs) and may not contain honey or refined sugar. Eating lower on the food chain means that fewer resources have been used to produce your food (e.g. it takes 54kcal of petroleum-derived energy to produce 1kcal of beef, but only 3.3kcal to produce 1kcal of energy from most grains). Vegetarian meals are also inclusive, in that they are compatible with many religious and health diets. **Fair trade food** has been certified to ensure the payment of a fair price to the producers as well as social and environmental standards. Fair trade coffee, tea, sugar, chocolate, cocoa, and various handicrafts are readily available in Montreal.

For more information on organic food, local food, seasonal food, and vegetarianism, please see the food chapter of the SSMU Sustainability Assessment (available at www.ssmu.mcgill.ca/environment/?page_id=256).

Beverages

Wine: Local and organic wines are available at the SAQ. See the Sustainable Wine List for more information: http://ssmu.mcgill.ca/environment/?page_id=141

Local ciders available at the SAQ include:

\$14.25 *Domine du ridge, Saint-Armond*

\$12.90 *La bolee du minot, Hemmingford, Québec*

\$10.45 *Cremant de pomme, Hemmingford*

\$10.25 *Michel Jodoin, Rougemont*

\$9.50 *Cremant de Pomme de minot, Hemmingford*

Beer: Québec is well-known for its excellent beers. We recommend checking them out at Micro-breweries (les microbrasseries) around town and in supermarkets. Brands such as Unibroue, Boréale, and McAuslan are produced in Québec. If you are serving beer in Shatner, you will likely be restricted to the company which SSMU (and several other student associations) currently has a contract with. You may be able to bring in some other beers, depending on your event and exact location. Please contact the VP Internal (internal@ssmu.mcgill.ca) or the VP Clubs and Services (cs@ssmu.mcgill.ca) for your specific event.

Coffee and tea: Fair trade coffee and tea are more and more easy to find. Santropol coffee is organic, fair trade and roasted in Montreal. Their products can be found on campus at AUS Snax in Leacock and in many grocery stores (see <http://www.bruler-iesantropol.com/en/find-us/liste-des-detaillants-en/>). Equita coffee and tea are also fair trade and can easily be found in grocery stores near campus (see <http://www.equita.ca/eng/locations/popA.htm>).

• Campus Resources •

Organic Campus

“McGill’s own student-run non-profit organization dedicated to providing local organic produce at affordable prices. In addition to their weekly baskets (available for order Tuesdays between 2 and 6 outside Shatner (in summer/fall) or in the “Green

corner” of Shatner (in winter)), Organic Campus can cater to events, providing in season fruits and vegetables and homemade Ethiopian baked goods. All produce and baked goods come from Farm True Ecostere in Glen Robertson, Ontario (1 hour from Montréal).”

Email: organiccampus@gmail.com

Website: <http://organiccampus.blogspot.com/>

Midnight Kitchen

“The Midnight Kitchen is a non-profit, volunteer and worker run food collective dedicated to providing affordable, healthy food to as many people as possible. Based out of McGill University in Montréal, QC we provide free/by donation vegan lunches 5 days a week, Monday through Friday, at 12:30 in the Shatner building on McGill campus.” Can do medium-size catering.

Email: midnightkitchencollective@gmail.com

Website: <http://themidnightkitchen.blogspot.com>

Peoples Potato (Concordia)

The People’s Potato is a vegan soup kitchen run out of Concordia University. The project was initiated in 1999. Our soup kitchen emphasizes serving well cooked, wholesome foods. Can cater to large groups (serves 300-500 daily).

Telephone : 514-848-2424 x7590

Email : peoplespotato@gmail.com

Office : 1455 de Maisonneuve west, H-733

Kitchen : 1455 de Maisonneuve west, 7th floor

To request the use of our kitchen, or to request that we serve food at your event, please fill out the kitchen request form and email it back to us at the above address.

<http://peoplespatato.blogspot.com/>

Clothing

When putting on an event, especially like frosh, or when ordering departmental clothing– it is important to take sustainability and environmental responsibility into account. You must fact-check the company you are working with and the fabrics that you are using. You should be proud of what you are wearing! Below are the right questions to ask when ordering clothing.

The right questions to ask:

What are the materials used, and where do they come from? What grade/thickness?

Why is organic from turkey better than conventional from American south west? (Also: some printing methods only work on certain grades/thickness of cotton)

Is the company certified organic, by who, and what are the criteria? (*See Global Organic Textile Standards in Certifications*)

Shipping: How does it get to me, and from where? Are their border tariffs?

Printing methods: What type of dyes are used? Are they toxic? (See APPENDIX 1)

Company profile: small/big/corporate/volunteer/labor record? Willing to help us understand the footprint of their product? Transparency?

Patagonia provides footprint chronicles. Could we provide similar info to event participants?

See: <http://www.patagonia.com/usa/footprint/index.jsp>

Pricing: (See Appendix 2) Wholesale & Student discounts? Are they competitive?

Organic v. Conventional Cotton

These lists outline the main differences between organic and conventional cottons used in clothing and cotton materials. These lists will hopefully help you understand why it is important to use organic over conventional cotton.

See page 14 for Helpful Companies

	Organic Cotton	Conventional Cotton
Seed Preparation	Untreated seeds No GMO seeds	Typically treats seeds with FUNGICIDES or INSECTICIDES ~70% of US-grown cotton are GMO seeds
Soil & Water	Builds strong soil through CROP ROTATION Retains water more efficiently due to increased ORGANIC MATTER in the soil	Applies SYNTHETIC fertilizers Leading to <u>eutrophication</u> of lakes MONO-CROP culture Causes soil loss, requires INTENSIVE IRRIGATION
Weed Control	Physical removal rather than chemical treatment. (cultivation and hand hoeing)	Widespread application of HERBICIDES to soil to inhibit weed germination
Pest Control	Maintains a BALANCE between “pests” and their natural predators’ through healthy soil Uses BENEFICIAL INSECTS, biological and cultural practices to control pests May use TRAP CROPS, planted to lure insects away from the cotton	Uses INSECTICIDES heavily, accounting for approximately 25% of world consumption uses PESTICIDES; the nine most common are highly toxic; five are probable carcinogens frequently uses AERIAL SPRAYING, with potential drift onto farm workers, neighbouring wildlife and communities
Harvesting	Relies mostly on the seasonal FREEZE for defoliation May stimulate defoliation through water management	Defoliates with synthetic or toxic CHEMICALS

Education

Education is one of the more important factors to consider when hosting a green event. Education and informing your event staffers and participants what you did to green the event, why you decided to green your event and outlining the choices you made when trying to green your event is very essential. Educating people about your green initiatives is key – because they highlight your ability to accept social responsibility and could influence the decisions made by your event participants.

Your education should focus on outlining the systems implemented at your event. If you have established a unique recycling system or composting system, you must educate your event participants about how these systems work so they can use them properly! If you fail to educate your guests, all of your hard work could go to waste because no one effectively communicated how the systems should work and therefore no one will use them!

For example: during orientation, if you are expecting your leaders to act or recycle in a specific way – you should include environmental initiatives during your leader training to make sure everyone is on the same page about a how your composting system works or expectations surrounding plate usage.

How to educate your participants

Website: include a section on sustainability and your events initiatives

Training: include an awareness section during your staff training

Guidebook: if any promotional materials are being created, put in a section about your initiatives

Engagement: if doing a longer event – create an interactive measure (poster/online forum) that measures the energy usage and waste production of your

event throughout its duration

Communications: develop a standard practice on how to update people and how to recycle at your events (if you producing several events throughout the year) – this should become second nature to your event participants

Printing and Materials

If your event requires printed materials, try and cut down your paper waste as much as possible. If your events have sponsors that would like to provide guests with promotional items (in some kind of grab-bag) make them aware of your events green-standards. Encourage them to print on post-consumer recycled paper or to print their logo on an item that will be useful to your event participants – such as a pen. Make sure that it is an item that your participants will use and not throw out. The best printed materials will be made out of post-consumer or 100% recycled paper and printed with vegetable oil based inks.

Why is this important?

Printing inks used in industrial settings are full of heavy metals like (copper, antimony, arsenic, cadmium, chromium, lead, mercury, nickel, selenium, silver, zinc and barium). Heavy metals cause pollution such as, waste ink created by printers that has to be handled as hazardous waste; the printed materials that end up in landfills and leach into the ground; the ‘sludge’ that is created during de-inking and repulping of waste paper fibers when made into recycled paper. The bottom line is – printing inks with heavy metals strain the environment in many ways either through their initial mining to make the inks – or their long landfill life. Using more organic, vegetable or calcium based, inks will help make your event more sustainable. (<http://www.pneac.org/sheets/litho/reduceheavymetalinks.pdf>)

A note on plastics...

Check out where your plastics come from. Many plastic now are coming from south-east Asia where the working conditions are far from ideal. As well, most of the time these plastics are not very high quality – leading to leaching of dangerous chemicals into food or your body.

“Flyering”

AVOID THIS AT ALL COSTS! Flyers end up on the ground, instead of advertising your event as being ‘the place to be’ you are instead advertising how wasteful your event is. On-line flyeing via facebook is a much better option.

• Printing Resources •

Some things do require printing, in which case you can at least make it as environmentally-friendly as possible! If you can’t afford the slightly higher cost of more sustainable printing, you can apply to the Green Fund.

McGill Copy Services prints only on recycled paper.

Basement of Redpath Library (across from Tim Horton’s). Open Mon–Fri 9am–7pm, Sat 12–5pm during the academic year

Copie Nova can print on recycled paper, but there is a price difference.

1015 Rue Sherbrooke W (between McTavish and Peel). (514) 848-0423

Katasoho is considered the most environmentally-friendly printer in Montréal. They use recycled paper and vegetable-oil based inks.

#312-6300 ave du Parc. 514-961-5238. info@katasoho.com

Rubik can print on recycled paper and offers vegetable-oil based inks.

2055 Bishop Street. 514.845.8444. bishop@rubiks.ca

Sponsorship

Investigate the companies sponsoring you; get them to make a commitment to providing sustainable materials for events. Refrain from using paper materials and flyers because they will go to waste and no students really use them unless they are a coupon of some sort (as previously mentioned in the materials section). Promote online advertising on an event-related website instead of paper advertising. Don’t accept disposable gimmicks, like Frisbees that don’t actually fly – use more sustainable options like banners that can be reused by the company at other events.

The Green Fund

The fund offers monetary support to initiatives that reduce the environmental impact of a group, SSMU or the McGill community, and can offset the added cost of holding an environmentally-responsible event. All members of SSMU are eligible for funding. You can download the Green Fund application form at www.ssmu.mcgill.ca/environment (in the SSMU Financial Resources section of the Resource Library). Applications may take at least 2 weeks to be processed.



Decision Making Metrics

How do you weigh what's good or bad?

You shouldn't be making these decisions alone; if you follow this guide and speak to the right groups the right decisions should be obvious when planning your event.

Tips and Good questions to ask yourself...

1. How can this event be executed with the least amount of waste and most fun?
2. Are your initiatives 'one-time-use-only' or long term?
3. Don't sweat the small stuff – larger impacts are better

Ex: non-recycled napkins are not the end of the world if you recycle all of your food waste

4. Make concessions where they are important

Ex: organic cotton with regular heavy-metal inks if you cannot afford the entire 'green-friendly print package'

Energy Audits

What are these and where do you go to get these?

McGill has an online system call Pegasus. To access this you must go through a university administrator. Contact the Office of Sustainability to find out more information. This system is great for accessing information regarding trends overtime. You can access weekly/monthly or even daily audits. The best way to use this information would be for large scale events using an entire building (such as a 4Floors party). You would look at the typical day of the building and compare the energy usage for the day of your event. The difference (assuming it is positive, would give you an idea of how much more energy your event used). These are great for assessing a baseline.

1. **Online footprint calculator:** use these to calculate your carbon footprint (www.livclean.com or www.zerofootprint.org)
2. **Tangible measurements:** ex: amount of oil used for Snow AP, amount of garbage bags (or by weight) v. recycled goods

Use these to create a baseline for future events. It is always good to have a point of comparison to see if you are improving or getting worse.

The Role of Student Groups

Questions to ask yourself...

What groups provide services I could use during my events?

How can they be involved?

How can I involve them in the decision making process so that they take a leading role?

Don't be afraid, if you're having an event with a high carbon footprint, everyone should want to work together to make this event more sustainable, just because something doesn't fit your budget doesn't mean that it is impossible – look for donations and for volunteerism! If you have funds available – hire a coordinator to oversee your sustainable initiatives. Give your volunteers event-perks (like participating in events when they are not working) and they will work harder for you! Have your volunteers keep/ write reports so you know how well the systems you put in place actually worked.

The Green Events Team

The implementation of sustainable options during events may require additional volunteers. For that reason, a Green Events Team is available through the Green Events Coordinator. This team is composed of volunteers who can give an hand before, during or after an event.

For more information or to ask for the support of the Green Events Team, please contact the Green Events Coordinator (greenevents@ssmu.mcgill.ca).

Student Groups @ McGill

SSMU Environment Committee
Campus Crops
Gorilla Composting
Organic Campus
Office of Sustainability
McGill Environment Students' Society
Midnight Kitchen
Greening McGill
Edible Campus
Farmers Market
Committee for Environmental Responsibility, Education and Sustainability
Environmental Residence Council
McGill Food Systems Project
PGSS Environment Committee
SUS Greenweek
Tap Thirst
The Plate Club
The Flat: Bike Collective
Sustainable McGill Project
Shaping Tomorrow's Organizational Practices (STOP)
Arts Undergraduate Society
Environment Council (AUSEC)

See Appendix 4 for a full list of group contact information

Certifications

Be wary of companies claiming to be certified by certain organizations. If you are unsure about a certification contact the environment commissioners, they should be able to guide you in the right direction. Below are two certifications we recommend for clothing materials and organic foods.

Global Organic Textiles Standards (GOTS)

Scope and structure

This standard for organic textiles covers the production, processing, manufacturing, packaging, labeling, exportation, importation and distribution of all natural fibers. The final products may include, but are not limited to fiber products, yarns, fabrics and clothes.

Certification working group:

<http://www.global-standard.org/>

See also

http://www.imo.ch/imo_services_textile_gots_en.html

Organic Certification

Certification varies from country to country. In Québec, provincial legislation oversees organic certification in the province through the Québec Accreditation Board.

Directory of Québec Certified Organic Products:

<http://www.produitsbioquebec.info/interroGrandPublicEn.do>

Fair Trade Certification

Fair Trade products are certified through Fairtrade and TransFair. Look for these logo on the products you want to buy:



Long Term Planning

1. Estimate the projected number of participants for your event. You will need this information when obtaining quotes from wholesale suppliers.

2. Hire or put a volunteer in charge of your green initiatives.

3. Have an initial meeting with The SSMU Environment Commissioners, the Green Events Coordinator or any groups that may be able to provide a service for your event. Highlight the problem areas– brainstorm innovative solutions.

4. Contact wholesale suppliers ASAP – get a commitment from whoever is in charge of ordering your materials to research, and do an effective job – and use this guide to do this!

i. Draft a letter to numerous suppliers outlining what event you are hosting, what you are looking for and your price range.

ii. Ask companies the right questions are outlined in this guide.

iii. Be sure to take into account local suppliers.

b. Open a whole sale account – get the accreditation number (of your business, or use the SSMU's number, contact the general manager or accounting)

c. Contact the company personally and try and start negotiations for a good price

5. After researching choose a supplier for your materials. **TRY AND ORDER MATERIALS** (especially shirts and cotton materials) **BY EARLY JUNE.** (often when making large orders, materials come from around the world and are shipped (low-carbon footprint transportation methods) and take longer to reach your destination!

6. Adjust or build your budget around the associated costs.

7. Make sure you are aware of any deadlines (for the company and for your event). Give yourself a two week buffer before your event in case there are any delays in production.

8. If your materials must also be printed – try and use a printer that is enroute to your final destination ex: if your organic-cotton-freetrade-shirts are from Latin America, don't have them printed in India. Look for a printer in the USA or Canada or Montreal...

9. Make sure you are meeting regularly with your "Green-team" and provide updates on progress. Include any sponsorship directors in these meetings so we are aware of the promises made to outside companies and the materials that they will be bringing into your event.

10. Be open with suppliers especially when dealing with food – find out what they will need as far as cutlery, plates and cups goes – then contact the appropriate groups.

11. Have a team-sit-down outlining all of your initiatives; make sure everyone is on the same page.

12. Outline your initiatives in any educational materials.

13. Procure volunteers, make them identifiable.

14. Include educational information when training event staff.

Day of Event

1. Check Signage.

2. Make sure your sponsors are adhering to your 'Green Plans.'

3. Make sure volunteers are at stations.

4. Check contamination and systems in place regularly.

5. Follow up with any event staff not in training

Events Checklist...

Planning

- Assign sustainability goals to each portfolio of your event committee.
- Write these goals down, and keep track of progress in accomplishing them.
- During planning meeting, set aside time to specifically discuss sustainability issues.
- Make a timetable for research into sustainable alternatives, and procuring sustainable products.
- Find out about municipal by-laws relevant to your event (cleanliness, waste disposal, noise, etc) as well as similar policies of the venue you chose to use.
- Advise participants in advance that the event will be green (if they should bring their own mugs, plates, pens, paper, etc)
- Indicate that the event is green on any promotional material.

Publicity

- Minimize printing to only what is absolutely essential.
- Use one-side-used or recycled paper for signs and posters.
- Make use of email, listservs, Facebook, etc.
- Advertise in student or local papers.

Energy/Venue

- Turn the lights off and make use of natural lighting.
- If your event is in the winter, hold it in a well-insulated space.
- If your event is in the winter, choose a venue that can be filled to capacity.
- If your event is in the summer, try to hold it outside or during the cooler hours of the day to reduce air conditioning.
- If you are holding a conference or meeting, is it possible to teleconference?
- If you are holding your event off campus, choose a venue that is easily accessible by public transportation.
- Any vehicles used should be filled to full capacity.
- Select a fuel efficient vehicle whenever possible.

Apparel and Other Merchandise

- Ensure that apparel is fair trade and sweat-free.
- Choose apparel made out of eco-friendly fibres.
- Ensure that pens and paper provided to participants are recycled and post-consumer.
- Ensure that gifts given to speakers and bags (or other materials) given to participants are fair trade, sweat-free, and/or made out of eco-friendly fibres.

Food

- Provide a vegetarian/vegan option.
- If possible, have all food be vegetarian/vegan.
- Purchase local/organic/fair-trade whenever possible.
- Purchase food in bulk and avoid individually wrapped portions.
- Contact Organic Campus and Midnight Kitchen for catering options.
- Contact local vegetarian restaurants for catering options.

Beverages

- Avoid bottled water. Use coolers or tap water.
- Provide healthy and ethical beverages.
- If possible, use reusable mugs and glasses.
- If disposable cups are required, make sure they are recyclable.
- If possible, purchase local/organic/fair trade products.

Waste Management

- Make event promotional materials, presentations, and registration available online.
- Ask participants to bring their own mugs/Tupperware. Contact the Plate Club to provide reusable dishes, if needed.
- Ensure that disposable dishes, if required, are recyclable or biodegradable.
- Ensure that printed materials are printed double-sided and on post-recycled consumer paper.
- If materials are required in more than one language, print 1/2 the quantity of separate versions instead of longer documents with both languages.
- Use reusable nametags (such as those lent by McGill HR) and signage.
- Provide one recycling bin (for paper and plastic) for every

garbage bin. Bins should be well-labelled and make it clear what can and cannot be recycled.

- Organise a clean-up crew to separate recyclables.
- Contact Gorilla Composting for organic waste disposal.
- Will participants be invited to take food leftovers home?
- Rent or borrow instead of purchasing.
- Use green cleaning products and minimize water usage.

~

After the Event

Complete the Green Events Checklist available at http://ssmu.mcgill.ca/environment/?page_id=141.



Helpful Companies

Just Shirts

JUSTSHIRTS is the creative offspring of the academic, activist, social justice and union communities located in Calgary, Alberta and Toronto, Ontario. In our travels to Central America as researchers from the University of Calgary, we were overwhelmed by both the lack of economic opportunities for women and by the energy, enthusiasm and optimism that these same people had to improve their lives. These experiences as well as our conversations about blackspot sneakers, capitalism, consumption, maquiladoras, social responsibility and sweatshops, convinced us that there is a better way!

Contact: www.justshirts.ca

fraser@justshirts.ca

No Sweat

Bienestar International manufactures union-made footwear & casual clothing under the brand name No Sweat. Our gear is produced by independent trade union members in the US, Canada, and the developing world. We believe that the only viable response to globalization is a global labor movement. No Sweat is the pioneer of fair trade fashion and footwear, setting an empowered, unionized workforce as the gold standard for fair trade clothing. We market direct to consumers via the internet, through our network of independent retailers and by custom orders to wholesale customers. We provide a competitively priced fairly traded product to you and a living wage to our workers. How? By not advertising. We rely on you to help us spread the word! To see how, go to Globalize THIS. It's our world. Let's change it.

Contact: www.nosweatapparel.com

Me to We Style

Me to We: [Responsible Style] is committed to providing ethically manufactured, quality apparel for the socially conscious consumer. Our product line is domestically pro-

duced, sweatshop-free and made using certified organic cotton and bamboo. In addition, 50 per cent of our profit goes to our charity partner, Free The Children, to support development projects in rural and impoverished areas across the globe.

Contact: www.metowestyle.com

Mountain Equipment Co-op...

They offer a lot of cool plate and cutlery options – like the Orikasa folding plate – go to their website, McGill is registered as a wholesaler and we have an account number. MEC will give us special deals as they have in the past for the bike collective. MEC likes making long term impacts on organizations, so try and use them to help implement long-term initiatives (not one-time-use-only) initiatives.

Contact: www.mec.ca / phone: 604-876-6221

Econscious (see Appendix 2)

Econscious Organic cotton is grown in India and Egypt. Apparel and bags are constructed in India and Pakistan. The factory we work with in India is GOTS certified. This factory does mostly T-shirts. The factory in Pakistan recently completed the process of becoming GOTS certified. We visit both locations on a regular basis. We also make hats in China and at this point we do not have GOTS certification there. This is a challenge for us and we are continuing to explore if there are other options that would allow us to have better assurances about adherence to our production standards.

Contact:

Kriya Stevens

1805 So. Mc Dowell Blvd. Petaluma, CA 94954 USA

Office 1.877.326.6660, Ext.136

Mobile 1.707-364-7262

Fax 1.707.766.8542

<http://www.econscious.net/>

APPENDIX

APPENDIX 1: Printing Methods (ink) *Thanks to Econscious*

At Econscious we get daily questions and inquiries about the best ways to imprint Organic cotton T-shirts keeping the environmental impact in mind. We have been recommending water based inks but wanted to have someone independent and someone that knows environmental chemistry take a look at the print systems that are available on the market today. To help us with this we turned to our friends at Brown and Williams Environmental LLC (<http://www.bw-environmental.com/abo.htm>) and asked them to survey the existing ink technologies on the market. Here is what they came back with:

Econscious uses this ranking of different print systems to help us determine what kinds of inks we should use for a specific print job:

- Ink jet garment direct printing (with water based inks if possible)
- Water based printing.
- Water based discharge, we prefer non-formaldehyde systems.
- Non-PVC / Non Phthalate inks.
- Plastisol Inks.

We are often asked about natural inks and soy inks for screen printing but so far we have not found any ink systems that are commercially available of this type for printing on fabrics. Should you have any information about any such inks or other improved printing technologies, please contact Stefan Bergill at Econscious, stefan@econscious.net.

Environmental Attributes and Issues with other Printing Methods for garments.

Printing

In simple terms printing is the application of color to a fabric in a design or pattern. But the nuances of texture color and hand all impact the look, feel and performance of the final product.

What are not often apparent when you look at a printed product are the environmental effects and impacts different printing materials and processes can have on our health and the health of the environment. This short piece is intended to give you, the consumer, an overview of the impacts of the many options we need to juggle everyday to bring you a product that is stylish, durable, and a good value AND is manufactured with consideration to lower and minimize its environmental impacts.

As much as we strive to reduce the impacts of our printing, the fact is that there is no environmentally perfect printing system. But for any given printing scenario there are better and best choices. In general these choices strive for fewer toxic ink and process related compounds. Fewer solvents, and less processing in general. There are tradeoffs – get rid of one bad chemical and you may need more water for cleanup – or energy for curing. Remove PVC from the plastisol formulation and ink cost might go up. It is all an environmental balancing act. To make matters even more complicated design, application, durability and price all end up in the balancing act!

It is important to know that no matter what printing systems or systems you are considering (water based, solvent based, plastisol, etc) the composition of inks varies widely. Some inks contain chemicals that would be classified as hazardous. Inks frequently get their color from the metals or hazardous pigments they contain. Inks containing metals and/or those inks using a solvent carrier are often classified as hazardous. It is the responsibility of those working with them to determine whether the inks used in their operations are hazardous. For assistance in making this determination, review the product MSDS.

Most inks may be recycled: spent inks of different colors are often blended to make black ink. For smaller print shops, consider coordinating with larger plants or newspapers (ones that use rubber or oil based ink) to recycle ink. These businesses usually recycle their inks on-site or ship them off-site in bulk shipments. Also consider purchasing inks from a distributor who will take or buy back unused or spent inks.

PLASTISOL PRINTING (PVC)

PVC Environmental Life Cycle Issues

The most widely used processes in apparel screen printing is probably solvent-based plastisol. Plastisol printing inks are typically based on the PVC polymer. So just what is PVC? PVC is the acronym for polyvinyl chloride, a tough, durable, low cost plastic that is the second most popular plastic (by volume) next to polyethylene. PVC has tens of thousands of consumer and commercial uses. It is found in vinyl siding, water based emulsion paints, pipe, wire coatings, and floor tile. Plastisized (softened) versions are used for vinyl fabrics, medical products, plastic wrapping and flexible coatings. Packaging applications include meat wrap, “blister packs” and bottles for edible oils and some non-food products. And many plastisol printing inks.

Pure PVC, with no additives or contaminants, is non-toxic. But you rarely see pure PVC in consumer products. Most of the time, PVC plastic is mixed with various auxiliary chemicals and plasticizers and then the health and safety story is not so rosy.

Unlike most commodity plastics that have only carbon and hydrogen atoms as their main component elements, PVC differs by the addition of chlorine, which increases its compatibility with a wide range of materials and suitability for shaping by a variety of techniques. But the addition of the chlorine also leads to one of the major environmental problems associated with PVC – the formation during its manufacture and disposal of Dioxins. PVC manufacture, use and disposal have been identified as the single biggest source of dioxin in the environment. During the PVC environmental life cycle, dioxins are formed during the production of the raw material and if a vinyl product ends up in an incinerator. Dioxins refer collectively to a family of 210 different chemicals including dioxins and furans. As a class, dioxins are among the most toxic chemicals known. Many dioxins are carcinogens and highly potent hormone disrupters. They are harmful to animals and fish, do not easily break down in the environment and, therefore, tend to accumulate. Since they are fat soluble they also tend to bioaccumulation in the food chain. Except for a few laboratory applications, dioxins are never made on purpose, but formed as unwanted wastes and by-products of many reactions involving chlorine, carbon containing molecules and heat.

To make matters worse, one of the basic building blocks for PVC is phosgene gas. Which is notoriously known as a nerve gas used during World War I and was the chemical accidentally released in Bhopal, India in the early 1980's which resulted in the death's of nearly 3,000 people and 100,000 injured in the world's worst industrial disaster.

Phosgene is used to product the vinyl chloride monomer that is polymerized in polyvinylchloride. In essence, it is what makes up the “links” in the “chain” of PVC. Studies show that vinyl chloride can damage the liver, nerves, and immune system – and that has been found to be a human carcinogen.

Solvents

Most plastisol inks are solvent based. This means that they use one or more of the following chemicals to keep the color part of the ink suspended during the printing operations:

- Hexane
- Methyl-ethyl-keytone (MEK)

- Methanol
- Propylene Oxide
- Xylene
- Methyl-isobutyl-keytone (MIBK)
- Isopropyl Alcohol Ethyl Acetate
- Ethanol
- Propyl Acetate
- Butanol
- 2- Butoxyethanol
- Acetone

Yes, this is a big list. And most of these solvents are considered hazardous air pollutants. Some can help the formation of smog. Most are either acutely or chronically toxic to humans. Several are known or suspected carcinogens, teratogens and mutanogens.

Many printing processes use heat to drive off these solvents. This processes dries or “sets” the ink. This can lead to health and air quality problems if the solvent emitted are not properly taken care of or treated.

Hormone Disruption

PVC is a hard, ridged material. Think of PVC sprinkler pipes. In many instances a chemical must be added to make the PVC soft and pliable. As mentioned previously, common chemicals used to soften PVC are phthalates, fatty acids, and alcohols. Of special concern are certain which are known hormone disrupters. These chemicals mimic or interfere with our own delicate hormone system. As a class, phthalates are one of the most prevalent of the hormone disrupting chemicals found in the environment. Hormone disrupting chemicals can lead to a variety of health problems including developmental problems, reproductive problems, increased susceptibility to a verity of cancers, as well as broad implications in lower sperm count in men and fertility difficulties in women.

Heavy Metals

Many pigments that are used as colorants in printing inks are based on the chemistry of heavy metals. Typical heavy metals include:

- Barium
- Cadmium
- Chromium
- Copper
- Lead Chromate
- Manganese
- Zinc

Like solvents, this is big list and each of these metals has environmental health and safety issues in their lifecycle. Many of these are actually or chronically toxic to humans, can be toxic to wildlife if released to the environment in wastewater and some known human carcinogens.

Better options

The good news is that many companies are facing the challenge of replacing PVC, solvents, phthalates and heavy metal containing pigments and inks in their products because of both possible legal restrictions as well as environmental considerations.

Solvent Free Plastisol Inks

Some manufactures are lowering the total volume of solvents in their ink formulations to nearly zero. The good news is that the solvents, and their negative affects, are reduced or eliminated. One possible drawback is that it takes more water to clean processes equipment and screens than solvent based inks. And that the increased water use and the wastes are now going down the drain – to be either treated – or worse, released untreated into the environment.

Phthalate Free Inks

Here again, companies have found replacements for dangerous phthalates by using other phthalates or entirely different, less toxic chemistries. These are preferred.

Heavy Metal Free Plastisol Inks

Some manufacturers are producing harmful heavy metal free – or reduced metal content inks. These too are preferred.

PVC / Phthalate Free “Plastisol” Inks

Attention and concern regarding PVC content has motivated some ink manufacturers to find a replacement for PVC for traditional “plastisol” printing applications. These inks are being developed primarily around acrylic chemistry. In most cases, this is preferred to anything containing PVC polymers.

WATER-BASED PRINTING

Pros

- No or lower VOCs
- No PVC
- Fewer chemicals/solvents involved in cleanup

Cons

- Can use more energy to power oven/heaters used to evaporate water
- Can still have toxic ingredients and additives

Water-based ink printing systems utilize either dyes or pigments in a suspension with water, where water acts as the primary solvent. But water based does not mean that water is the only solvent, many water base inks contain “co-solvents” which may be petroleum based solvents and contribute to a VOC content of the ink. Evaporation of the water from the ink is required to set or “cure” the ink. Curing is typically assisted with the use of electric or gas operated dryers that require energy and contribute to the emissions

of this process. Non-water based solvents are typically added to decrease the time and heat necessary to cure the ink on the fabric. When catalysts or hardeners are added they dramatically reduce the shelf life of the ink.

Nearly all water-based inks, like all other inks, are industrial chemicals. Water-based inks are required to be treated and handled by the same local, regional, and federal laws and regulations pertaining to employee training, storage, handling, and disposal as screen printers as any other kind of textile printing ink. Do not assume that because they are water-based that they can be disposed of simply.

Water-based inks can be cleaned up with water.

Some water-base inks or ink additives may still contain chemicals that are suspected or known to be human carcinogens. Review the Materials safety Data Sheet (MSDS) sheet on any ink and ink systems used to determine if this is the case with any of the inks you use.

Water-based printing systems often contain several auxiliary chemicals that are added to improve the performance of the ink. Compounds are added to assist in textile wetting, thickeners or dispersants might be added to modify flow and defoamers may be added to control foam. These ingredients may or may not be listed in the Hazardous Components section of the MSDS.

DISCHARGE PRINTING

Pros

- No or lower VOCs
- Non PVC method to print on dark shades
- Fewer chemicals/solvents involved in cleanup
- Thiourea dioxide systems have no/low formaldehyde issues

Cons

- Zinc-formaldehyde-sulfoxylate (ZFS) based chemistry produces formaldehyde (a known human carcinogen) as a by-product
- Can use more energy to power oven/heaters used to evaporate water
- Can still have toxic ingredients and additives
- Some consider it to be the worst of both worlds since the garments must be dyed first and then printed, when in some cases just printing could suffice?

Discharge printing is similar to traditional water-based ink, except that “ink” is actually formulated to remove the original dye from the garment being printed. Discharge printing involves discharging (or removing) the dye in a textile substrate and is often followed by a traditional screen printing of color on the resulting natural (pre-dyed) color of the fabric. These printing systems only work on garments dyed with dyestuffs that are compatible with discharge systems.

However, the oven time for water-based inks — including discharge — is longer than for plastisol inks, slowing production times. Typical oven conditions are one to two minutes at over 300 F.

Discharge requires a heater or dryer that can evaporate all of the water in the time that it takes the textile to pass through the system. Water-based only discharge involves a lot more water to get rid of than the plastisol/water-based combination systems.

Discharge inks require an activator or catalyst to function. The most popular system relies on zinc formaldehyde sulfoxylate (ZFS) as its active ingredient. The newer system uses thiourea dioxide chemistry as its active ingredient.

Discharge ink has a limited pot life once the activator is added- typically one workday. Discharge ink can be “recycled” after once activated as a normal ink on light colored textiles. Waste discharge inks, like all inks in a liquid state, are considered a hazardous waste.

Zinc-formaldehyde-sulfoxylate (ZFS) systems

Zinc formaldehyde sulfoxylate is a reactive chemical commonly used in industrial applications for bleaching. It is also known as Rongalite (registered trademark of BASF), sodium hydroxymethylsulfinate. While its health effects include irritation of skin, eyes and gastrointestinal tract the full toxicological properties of this material have not been fully investigated.

During the heating and curing of discharge inks, formaldehyde and sulfur dioxide gases develop as by-products of the reduction process. Formaldehyde is a known human carcinogen. Proper ventilation of the ovens and/or workplace is crucial. It would be proactive to have any facilities indoor air quality checked for formaldehyde levels.

Waste discharge ink, like all inks in a liquid state, is considered a hazardous waste and must be handled as such. Even though it cannot function as a discharge ink after its shelf life, it can be “recycled” by using the ink as a normal ink on light colored textiles.

Garments printed with the ZFS discharge system can have measurable levels of residual formaldehyde that did not off gas from the garment during the curing/heating process. Garments may need to be washed or aired to remove all traces of this chemical. If garments are allowed to sit for a time after printing will outgas much of the residual formaldehyde in a few days, temperature and airflow pending – but consideration of where that formaldehyde is going is of concern if it exposes workers or others, ensure adequate ventilation.

The European Union has a formaldehyde exposure threshold of 75 ppm for apparel for small children and infants. Some EU countries, Japan and other countries law is even more strict – 20ppm for children under 36 months of age. A ZFS discharged garment, which has not been laundered or allowed, to off-gas could fail these tests.

Thiourea dioxide-activated Discharge Systems

Thiourea dioxide activated discharge inks were developed to avoid the formaldehyde exposure and residues associated with ZFS activated discharge inks. They work in a similar fashion with thiourea dioxide as the chemical reducing agent that destroys the garments original dyestuff.

Synonyms: aminoiminomethanesulphinic acid, thiourea dioxide, formamidinesulfinic acid, formamidinesulphinic acid, as well as several trade names.

Acute health effects of thiourea dioxide include; eye irritation, chemical conjunctivitis, skin and it may cause gastrointestinal irritation with nausea, vomiting and diarrhea. But like ZFS the toxicological properties have not been fully investigated.

It is important to note that thiourea dioxide is a different chemical than thiourea (without the “dioxide”). Thiourea is a chemical known to the State of California to cause cancer.

Santa Barbara, December 2007, Eric Willmans, Brown and Willmans Environmental LLC.

<http://www.bw-environmental.com/cont.htm>

APPENDIX 2:

2008 Econscious Wholesale Pricing

INTERNATIONAL DIRECT (Factory to McGill) PRICING

STYLE # STYLE NAME PRICE Minimum Order Quantity
by STYLE / MOQ by color

FLEECE

- #5500 Fleece P/O Hoody \$11.25 1200 300
- #5650 M's Slim Zip Hoody \$13.75 1200 300
- #4500 W's Zip Hoody \$12.75 1200 300

TEES

- #1000 S/S Tee \$3.80 1200 300
- #1050 M's Slim Fit Tee \$3.70 1200 300
- #1075 S/S Value T (S-XL White)* \$3.05 TBD TBD
- #1075 S/S Value T (S-XL Colors)** \$3.30 TBD TBD
- #1500 L/S Tee \$4.55 1200 300
- #3000 W's S/S Tee \$3.65 1200 300

POLOS

- #2500 Pique Polo \$6.75 1200 300

BAGS

- #8000 Everyday Tote \$2.85 600 200
- #8001 Large Twill Tote \$3.40 600 200
- #8030 Boat Tote \$7.50 600 200

APRON

- #6000 Apron \$5.75 600 300
- * XXL Value T White \$3.50
- ** XXL Colors \$3.75

Note: All prices subject to change without notice.

1805 South McDowell Blvd.; Petaluma, CA 94954

tel: 877.326.6660 fax: 888.244.4287

www.econscious.net

Terms and Conditions

- **SHIPPING:** Customer is responsible for freight, duty and tax charges from factory to destination. Your order will be made for customer and ex-factory completion is 45 to 90 days from order date. Ex-factory date will be determined after receipt of purchase order.
- **MINIMUM ORDERS:**
 1. Tee Shirts: 1200 piece minimum ordered in dozens. (See page 1 on price sheet)
 2. Fleece: 1200 piece minimum per SKU. (See page 1 on price sheet)
 3. Accessories: 600 piece minimum per SKU.
- **TERMS:**
 1. International Transferable Letter of Credit (ILC), at site or prepay 30% deposit when order is place and balance (70%) 5 days before ship from factory. Net 30-day terms may be established after credit review and approval by econscious.
 - **DISCREPANCIES:** Notify customer service of any discrepancies including damages, shortages, or incorrect fulfillment. Claims must be submitted within 7 days of receipt of goods.
 - **RETURNS:** Returns are not accepted without prior approval by econscious.

APPENDIX 3: Resin ID codes

Number	Name	Short-Form	Examples
#1	polyethylene terephthalate	PET or PETE	Disposable soft drink and water bottles
#2	High density polyethylene	HDPE	Milk jugs, liquid detergent bottles, shampoo bottles
#3	Polyvinyl chloride	V or PVC	Meat wrap, cooking oil bottles, plumbing pipes
#4	Low density polyethylene	LDPE	Cling wrap, grocery bags, sandwich bags
#5	polypropylene	PP	Cloudy plastic water bottles, yogurt cups/tubs
#6	Polystyrene	PS	Disposable coffee cups, clam-shell take-out containers
#7	Other, post 1987: polycarbonate or polylactide – plastics made from renewable resources – BPA-Free	PC or PLA	Baby bottles, some reusable water bottles, stain-resistant food-storage containers

APPENDIX 4: Student Group Contacts

Group	Contact Information
SSMU Environment Committee	environment@ssmu.mcgill.ca
Green Building Coordinator	greenbuilding@ssmu.mcgill.ca
Green Events Coordinator	greenevents@ssmu.mcgill.ca
Animal Liberties	www.animalliberties.org animalliberties@gmail.com
Arts Undergraduate Society Environment Council (AUSEC)	http://mcgillaus.com/ausec/
Campus Crop	http://www.campuscropsmcgill.blogspot.com/ campuscrops@gmail.com
CASA (Climate And Sustainability Advocacy) McGill	http://casamcgill.wordpress.com casamcgillproject@gmail.com
Committee for Environmental Responsibility, Education and Sustainability (CERES)	http://ssmu.mcgill.ca/environment/?q=node/146
Edible Campus	http://www.mcgill.ca/mchg/projects/ediblecampus/
Environmental Residence Council (ERC)	www.mcgill.ca/residences/undergraduate/life/council/erc/
Farmers Market	http://ssmu.mcgill.ca/farmersmarket mcgillfarmersmarket@gmail.com
Gorilla Composting	http://gorilla.mcgill.ca/ http://gorilla.mcgill.ca/contactus.php
Greenng McGill	www.greeningmcgill.org http://greeningmcgill.blogspot.com/ greeningmcgill@mail.mcgill.ca
Greenpeace McGill	greenpeace.mcgill@gmail.com
MacDonald Campus Environment Advisor	Oliver Gautheron oliver.gautheron@mail.mcgill.ca
McGill Environment Students' Society (MESS)	www.mcgill.ca/mse/mess mcgill.environment@gmail.com

APPENDIX 4: Student Group Contacts Continued

Group	Contact Information
McGill Green Party	mcgillgreenparty@gmail.com
McGill Outdoors Club (MOC)	http://www.mcgilloutdoorsclub.ca/ info@mcgilloutdoorsclub.ca
Midnight Kitchen	http://themidnightkitchen.blogspot.com/ midnightkitchencollective@gmail.com
Office of Sustainability	http://www.mcgill.ca/sustainability/
Organic Campus	http://organiccampus.blogspot.com organiccampus@gmail.com
Post Graduate Student Society Environment Council	http://pgss-environment.mcgill.ca environment.pgss@mail.mcgill.ca
QPIRG McGill	http://qpirmcgill.org qpirg@ssmu.mcgill.ca
Shaping Tomorrow's Organizational Practices (STOP)	Mcgill.stop@gmail.com http://www.mcgillstop.com
SUS Greenweek	www.susgreenweek.com external@sus.mcgill.ca
Sustainable McGill Project	http://sustainable.mcgill.ca/modules/news/sm.project@mcgill.ca
Sustainable Projects Fund	www.mcgill.ca/sustainability/projectfund/ Lilith Wyatt (lilith.wyatt@mcgill.ca)
Tap Thirst	http://tapthirst.qpirgmcgill.org/ tapthirst@gmail.com tapthirstmcgill@gmail.com
The Flat: Bike Collective	http://theflat.wordpress.com theflat.bikecollective@gmail.com
The Plate Club	www.theplateclub.blogspot.com theplateclub@gmail.com

Students' Society of McGill University 3600 Rue McTavish, Suite 1200 - Montreal, Quebec

