



### Product Description

Stationery and Paper Supplies include paper products used for writing and organization produced by cutting and assembling previously manufactured paper (converted paper products). Product types include notebooks, index cards, sticky notes, calendars, and greeting cards.

### Mission

The mission of The Sustainability Consortium (TSC) is to improve the sustainability of products when they are made, purchased, and used, with a focus on manufacturers and the retail buyers who decide what products to carry in stores. The information in this document is drawn from our detailed research on known and potential social and environmental impacts across product life cycles. TSC acknowledges that other issues exist, but we have included here those that are most relevant to the decision making of retail buying teams and manufacturers. The topics are listed alphabetically for ease of reading; the order does not represent prioritization or other criteria.



### Managing the Supply Chain

#### Deforestation

Unsustainable forest management for wood-based product production can lead to biodiversity loss, reduced ecosystem quality, and increased greenhouse gas emissions. When sourcing wood and wood fiber, look for manufacturers that use sourcing policies that monitor progress on zero deforestation commitments. Sourcing policies should also promote protection of high conservation value forest habitats, which have unique plants and animals. Requiring third-party audits or certifications based on site-specific observations can also reduce the risk of deforestation.



### Use of Resources

#### Climate and Energy

Pulp production and final manufacturing of stationery and paper supplies consume significant amounts of electricity and energy, leading to greenhouse gas emissions. Manufacturers and their suppliers can help abate these impacts by measuring, tracking, and reporting energy use and greenhouse gas emissions, with a focus on reduction. They can also perform preventative maintenance on equipment, replace inefficient equipment, use renewable energy, and encourage efficient energy behaviors throughout their operations.

#### Transportation and Logistics

Products are transported by land, sea, and air. Manufacturers should select carriers that use fuel-efficient vehicles to reduce emissions. Carriers can address fuel efficiency through preventative maintenance, the use of alternative fuels, and the selection of optimal vehicles, routes, and transport modes. Transportation efficiency can also be improved by maximizing load capacity in vehicles and optimizing the packing of transport vehicles.



## Workers and Communities

### Workers

Workers may be exposed to dust, noise, chemicals, or other industrial hazards.

To help ensure worker health and safety and labor rights, manufacturers should have a documented health and safety management plan, including a chemical management plan where needed, and provide safety training and personal protective equipment to workers.

Manufacturers should procure materials from suppliers that address worker health and safety and labor rights transparently and should perform audits when needed.