

**BIFMA Sustainability Assessment Standard  
Work Group Three- Water and Natural Resources  
Conference Call  
Tuesday July 18, 2006**

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**Attendees:**

Jaclyn Bowen- *NSF International*  
Roxanne DeBoer- *BIFMA*  
Matt Earnest- *Interface Fabrics*  
Mary Fraser- *BASF*  
Jim Kozminski- *Haworth Inc.*

Mark LaCroix- *Interface Fabrics*  
Clare Lindsay- *EPA Solid Waste*  
Mike Reagan- *BIFMA*  
Tom Reardon- *BIFMA*

Karen Smart- *Milliken Fabric*  
Bill Stough- *Sustainable Research Group LLC*  
Shayla Workman- *EPA Solid Waste*  
Karen Worthy- *Global Group*  
Michael Zimmerman- *Sauder Woodworking Co*

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Jaclyn Bowen called the meeting to order, took roll call, and read the NSF Anti-trust statement that states:

*“Because this meeting involves representatives of competing businesses it is important that I get everyone’s agreement before we begin so that the meeting will be conducted in full compliance with the anti-trust laws. We must avoid any comment or action that encourages joint action by participant firms to restrict their competition. If any of you have questions, I refer you to the NSF Antitrust Guide for the conduct of meetings.”*

Jaclyn Bowen introduced herself and stated that she would be assisting in the facilitation of the full and work group conference calls. She reminded the group that the next full BIFMA/NSF meeting was scheduled for Wednesday July 26, 2006 from 8am-4pm (ET) in Ann Arbor. For those who have not RSVPed, please contact Jaclyn Bowen ([bowen@nsf.org](mailto:bowen@nsf.org)) to do so.

Chairperson of the work group, Mark LaCroix stated that the purpose of today’s conference call would be to work on the Workgroup three documents—Questions, Issues and Tasks Excel spreadsheet and the Water and Natural Resources Credit Structure Version 2—see attached.

During the June 22 meeting, some bigger questions were brought before the stakeholders. Mark stated that the recommendations received for this work group will enable the group to move the process forward. Suggestions received included reformatting the section to greater resemble the Design for the Environment framework. In comparison to the other BIFMA work groups, work group 3 is behind.

Clare Lindsay questioned if the work group should work on assessing how many points should be allocated to materials in water or to continue on, and make those decisions later. The work group responded that the latter seemed more appropriate.

Bill Stough gave a brief recap of the June 22, 2006 meeting. He said that a bulk of the discussion centered on third party certification and how the standard should approach it. A motion was made by Randy Carter of Steelcase stating:

*The BIFMA SAS, as with all ANSI/BIFMA standards, shall neither encourage nor discourage the use of third-party certification for conformity assessment. The BIFMA SAS shall be written to accommodate first party (manufacturer or supplier), second party (purchaser), and third party (independent of first and second party) claims of conformance. Third party certification shall not be required as the sole means for determining conformance for any prerequisite or credit within the BIFMA SAS.*

The main focus of this motion was the term sole. Essentially, the sole purpose or rationale specified for a requirement in the standard should not be third party certification. There is nothing wrong with citing third-party certification; it just cannot be the only approach. This motion was voted on, passed, and therefore applies to all task groups and their future language development. Jaclyn Bowen indicated that the Sustainable Textiles group also had this as a focus of discussion. They decided that if one can demonstrate conformance to a standard or can produce documentation on a third party certification, they are considered compliant with the respective section in the standard.

During the June 22<sup>nd</sup> meeting, bio-based materials were also a focus of discussion. A Straw voted revealed that the stakeholders felt that the standard should treat bio-based materials like any other material; i.e It has equal footing as recycled cotton.

The task group walked through and wordsmithed the Issues and Tasks Excel spreadsheet and the Water and Natural Resources Credit Structure Version 2 documents.

### **Action Items**

- **All task group members** are to RSVP to Jaclyn Bowen to attend the July 26<sup>th</sup> face-to-face meeting, if they have not done so already.
- **Clare Lindsay** and **Bill Stough** are to create a template using the Canadian DFE Guideline.
- **All Work Group members** are to read, at a minimum, the first 14 pages of the “Dealing with Wood and Bio-based Materials in the LEED Rating System” White paper
- **All Work Group members** are to review Clare Lindsay and Shayla Workman’s research on the issue of material efficiency.
  - **Clare Lindsay** send Jaclyn Bowen a copy (bowen@nsf.org)
- **Jaclyn Bowen** is to assemble a meeting summary
  - **Jaclyn Bowen** is to send it to Bill Stough and Brad Miller to peer review and check for technical accuracy.
  - **Bill Stough** and **Brad Miller** are to circulate meeting summary to the group.
- **Next task group meeting- [TBD]**