

# Office Depot® & Environmental Programs Task Force (EPTF) Quik Reference Recycled Products Office Listing



PCW=Post Consumer Waste

SKU #	U/M	Description	SKU #	U/M	Description
<b>RECYCLED PAPER</b>			<b>MAILERS</b>		
371031	CS	Envirographics 100% recycled; 100% PCW Copy Paper	946459	BX	Shipper padded 10.5"x16" #5, 30% PCW
371671	CS	Envirographics 50% recycled; 30% PCW Copy Paper	946467	BX	Shipper padded 12.5"x19" #5, 30% PCW
371691	CS	Xerox 30% recycled; 30% PCW Copy Paper	444381	BX	Size 4 9.5"x13" self-sealing bubble mailers, 20% PCW
774315	RM	MIT bond watermark white 100% recycled; 30% PCW	<b>PAPER, PADS, POST-ITS</b>		
868811	RM	MIT bond watermark natural white 100% recycled; 30% PCW	951910	DZ	Legal pad perforated , white, 100% recycled 40% PCW
711021	CS	3-hole punch 35% PCW recycled paper, white	216031	DZ	Legal pad perforated , canary, 100% recycled 40% PCW
940668	CS	Legal, 35% PCW 8.5"x14" white	795948	DZ	Pad perforated 5"x8", white, 100% recycled 40% PCW
<b>BINDERS</b>			919831	DZ	Pad perforated 5"x8", canary, 100% recycled 40% PCW
934331	EA	Binder pressboard 8.5"x11" dark blue	404079	12-PK	Post-it 3"x3" assorted colors, 100% recycled 30% PCW
462057	EA	Binder rounding 1" black	941849	EA	Post-it 3"x3" yellow, 100% recycled 30% PCW
462100	EA	Binder rounding 2" black	941898	EA	Post-it 3"x5" yellow, 100% recycled 30% PCW
<b>PAPER CLIPS</b>			268081	DZ	Steno book 6"x9",white, 60% recycled 30% PCW
424838	BX	No. 1, recycled paper clips, 25% PCW	942210	EA	Steno book 6"x9",white, 60% recycled 30% PCW
517757	BX	Jumbo recycled paper clips, 25% PCW	419010	DZ	Wide ruled legal pad 8.5"x11", canary, 60% recycled
<b>DISKETTES</b>			420570	DZ	Wide ruled legal pad 8.5"x11", white, 60% recycled
418236	10/BX	Greendisk 100% recycled, 3.5" diskettes DS/HD IBM	940767	CS	Computer paper green-bar 14"x11", 50% recycled
<b>DESK ORGANIZERS</b>			<b>PENCILS</b>		
905775	6/PK	Black, 6-pack letter desk top organizer, 25% PCW plastic	625467	PK	#2 Pencil lead, 100% recycled 100% PCW
522243	EA	Drawer organizer, black, 50% PCW plastic	<b>SCISSORS</b>		
<b>ENVELOPES</b>			913935	PR	Recycled plastic handled scissors 30% PCW
451302	500/BX	Recycled envelope #10, 8"x9.5", 30% PCW	<b>STORAGE BOX</b>		
942383	500/BX	Recycled envelope #10 w/ window, 8"x9.5", 30% PCW	808345	EA	Letter/legal, double wall storage file, 59% PCW
948075	100/BX	Tyvek, 9"x12", white, 25% PCW	808329	EA	Legal strig and button storage file, 35% PCW
948083	100/BX	Tyvek, 10"x13", white, 25% PCW	<b>RECYCLING BINS</b>		
844738	100/BX	Clasp 9"x12", manila, 20% PCW	494708	EA	Common area recycle bin, "We Recycle" blue, 32-gal.
844761	100/BX	Clasp 12"x15.5", manila, 20% PCW	110099	EA	Top for common are bin, paper recycling, blue
341107	100/BX	Envelopes 6.5"x9.5", manila, 20% PCW	110124	EA	Top for common are bin, bottle & cans recycling, green
341115	100/BX	Envelopes 7.5"x10.5", manila, 20% PCW	494682	EA	Desk side recycling bin, 28-quart, blue
844803	100/BX	Interdepartmental envelopes 10"x13", 20% PCW	<b>TONER CARTRIDGES</b>		
<b>FILING SUPPLIES</b>			406101	EA	92295A remanufactured toner cartridge
810812	100/BX	Folder, manila, letter, straight cut 10% PCW	406061	EA	92298A remanufactured toner cartridge
810895	100/BX	Folder, manila, letter, 1/5 cut 10% PCW	406201	EA	92275A remanufactured toner cartridge
810838	100/BX	Folder, manila, letter, 1/3 cut 10% PCW	406151	EA	92291A remanufactured toner cartridge
937565	BX	Filing jackets, manila, letter 10% PCW	406361	EA	C3903A remanufactured toner cartridge
810929	BX	Hanging folder, letter 1/3 cut, 10% PCW	406331	EA	C4127A remanufactured toner cartridge
810994	BX	Hanging folder, letter 1/5 cut, 10% PCW	406281	EA	C4127X remanufactured toner cartridge
938555	BX	Hanging folder, letter 1/5 cut, 100% recycled, 30% PCW	406351	EA	C3909A remanufactured toner cartridge
<b>INDEXES</b>			406251	EA	92274A remanufactured toner cartridge
197046	ST	Avery side tab legal index 11"x8.5"	499441	EA	C4192A remanufactured toner cartridge
<b>INK CARTRIDGES</b>			499821	EA	C3906A remanufactured toner cartridge
664901	EA	51645A remanufactured ink cartridge	775081	EA	C4096A remanufactured toner cartridge
753761	EA	51645A refill ink cartridge kit, black	275679	EA	C3900A remanufactured toner cartridge
753771	EA	51645A refill ink cartridge kit, color	<b>TRANSPARENCIES</b>		
664891	EA	51626A remanufactured ink cartridge	753641	BX	Inkjet transparency film, recycled content, 50% PCW
753701	EA	51626A refill ink cartridge kit	753611	BX	Laser transparency film, recycled content, 50% PCW
664911	EA	51629A remanufactured ink cartridge	753631	BX	Plain paper transparency, recycled content, 50% PCW
753761	EA	C6578DN remanufactured unk cartridge			

If you have questions or need further assistance, call Office Depot® at (617) 253-4760 or Judi Bean at [jcbean@mit.edu](mailto:jcbean@mit.edu)

To learn more about recycling at MIT, email [be-green@mit.edu](mailto:be-green@mit.edu)