



**Maryland
Green Registry
MEMBER**

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

Products Support, Inc.

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Manufacturing
Member since April 2016

Management and Leadership

Environmental Policy Statement

Products Support, Inc. is committed to reducing its impact on the environment.

We are committed to monitoring our usage of goods, waste and energy while working towards a sustainable goal to reduce our carbon footprint. We will strive to improve our impact on the environment through continuous measurement, review and improvement of our manufacturing procedures and facilities management. We will train all of our staff on our environmental program and empower them to contribute and participate. PSI will comply with all applicable guidelines and environmental regulations. Our ultimate goal is to reduce waste and work toward an energy efficient environment.

Environmental Team

As part of PSI's involvement with the RMI Energy Program, a Green Team was established in December 2015, supervised by the President and comprised of five other members representing Production, Sales and Engineering. On January 28th, 2016, PSI's President held meetings with all of the company's employees to introduce them to our new initiative to promote green policies and environmentally friendly procedures. All employees were encouraged to make suggestions for improvements to our environmental procedures throughout the company. This resulted in several suggestions that were instituted immediately and others that are ongoing.

The Green Team meets weekly to review new suggestions, prioritize and determine suggestions to implement, monitor the progress of existing improvement projects and quantify the results of these projects.

Annual Environmental Goals

- *Proceed with the execution of improvements that can be easily and quickly implemented to have the greatest impact on energy and waste.*
- *Establish metrics to assess success of implemented actions.*
- *Continuously review and quantify data to assess new target areas for achieving the following goals for 2016, with 2015 as the baseline.*
 1. *Reduce energy consumption by 10%.*
 2. *Reduce paper usage by 35%.*
 3. *Reduce waste generation by 50%.*
 4. *Reduce water usage by 30%.*

Waste

Solid Waste Reduction and Reuse

- *All incoming packaging material that was previously discarded is now being reused for packaging of outgoing products to customers.*
- *Incoming RFQs are no longer printed in full. Instead, only the 1st page is printed. This is a substantial savings on paper use as some RFQs can be quite long (85 pages).*
- *A review of office procedures for processing of purchase orders and sales orders is being conducted to reduce the need to print paper copies of these documents. This is an ongoing project.*
- *As a result of these changes and the recycling changes below, PSI has lowered our monthly trash bill from \$1,299/month to \$814/month, for a monthly savings of \$485 and a projected annual savings of \$5,820.*

Recycling

- *Single stream recycling is being implemented throughout all of PSI's facility. The single stream includes paper, cardboard, metal, glass and plastics. Previously, only cardboard was being recycled.*
- *Scrap metal and metal chips from our manufacturing processes are all recycled.*
- *Printer cartridges are recycled.*

Energy

Energy Efficiency

PSI joined the RMI Energy Efficiency Program in 2015 and underwent an onsite energy audit to identify additional opportunities for improvement. As a result of this program and employee suggestions, a number of projects have been or will be undertaken to directly impact energy consumption. These are as follows:

- *Convert manufacturing space lighting to more energy efficient LED fixtures.*
- *Install motion sensor light switches in low use areas of the building (conference room, bathrooms, deburr room) where lights were being left on all day.*
- *Install new insulated loading dock door.*
- *Install R-21 insulation where needed, especially where air was coming through the eaves.*
- *Install foam insulation around gaps around doors.*
- *Install insulation at fan openings in weld shop and tool crib.*
- *Install door sweeps on outside doors throughout the factory.*
- *Patch all holes around the outside of the building with foam insulation.*
- *Fix leaks in shop air compressor lines.*
- *Upgrade building heating/cooling system to programmable thermostat control.*
- *Implement a nighttime as well as a weekend shutdown procedure to assure all equipment, lights, fans, etc. are shut off when the plant is not running.*
- *Future capital projects are planned to replace all the windows in the front and side of the building where the corporate offices are located with new energy efficient windows and to upgrade the building heating and cooling systems to newer, energy efficient systems.*

Transportation

Employee Commute

The plant offers a four-day (10 hours/shift) work week which helps reduce automotive emission by reducing employee commute.

Water

Water Conservation

An employee suggested repair of a broken valve on a water hose in our weld shop produced a savings of 67,000 gallons of water in the 1st quarter after the repair, for a total projected annual savings of 268,000 gallons of water.



Maryland

Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.

Learn more at www.green.maryland.gov/registry

