



**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.*

## Minnodi LLC



**MINNODI LLC**

4539 Metropolitan Ct.

Frederick, MD 21704

301-874-2785

[www.minnodillc.com](http://www.minnodillc.com)

Graphics, Printing, Business Services

*Member since June 2022*

### Management and Leadership



#### **Environmental Policy Statement**

[Click here to read our Environmental Policy Statement](#)



#### **Environmental Team**

<b>Member</b>	<b>Title</b>	<b>Responsibility</b>
<i>Santhanalakshmi Shanmugam</i>	<i>President</i>	<i>To ensure and communicate all the policies and practices are in place and improved continually.</i>
<i>Swarna Siva</i>	<i>Procurement Specialist</i>	<i>To ensure procuring goods and services that are environmentally friendly and impacts less on ecosystem.</i>
<i>Senthil Kalia Perumal</i>	<i>IT Service Administrator</i>	<i>To install IT systems and software and ensure eco-friendly work environment.</i>
<i>Sri charan Kumar</i>	<i>Quality Analyst</i>	<i>To recommend, implement and ensure all the standards are met.</i>

**Environmental Team Mission:** *Our mission is to make sure that our stakeholders and staff members understand and improve ecological balance within our organization by*

*reducing the carbon footprint and following environmentally friendly practices, including using renewable energy, recycling everywhere possible, reusing and reducing waste, and reducing energy consumption. From procuring raw materials to finished products and in all our services, we make sure we are voluntarily involved in keeping our ecosystem intact by preserving the environment.*

*Our Environmental team works on an Agile basis to ensure all the policies implemented are followed and make changes if necessary. Our goal is to improve eco-friendly practices and see little changes every year. We strive towards improving quality of workspace and educate our staffs about the importance of the planet and why our organization should follow eco-friendly practices.*



## **Annual Environmental Goals**

*Minnodi LLC has 5 focus areas to mitigate negative environmental effects as our annual environmental goals.*

- 1. Usage of renewable energy efficiently.*
- 2. Waste reduction*
- 3. Transport*
- 4. Purchase of eco-friendly products*
- 5. Community support activities on ecology.*

### **Usage of Gas and Electricity**

*To reduce the carbon footprint of Minnodi, we strive towards reducing the usage of gas and electricity. Our objectives include:*

- To implement and report progress against carbon management in all our activities on an annual basis, Minnodi formalized an environmental committee to define goals and activities.*
- To reduce Annual carbon emissions by (To be worked out) year on year (ongoing)*
- Reducing the use of gas*
- Reducing use of electricity*
- Raising Environmental awareness*

### **Waste**

*To ensure that waste will be managed in a responsible way by reuse, recycling and reduce the wastes sent to the landfill and in the carbon emissions of land filling.*

- Managing waste and increase environmental recycling*
- Collected wastes are clearly labelled and disposed responsibly.*
- Reduce waste production every year by 5% (baseline last year)*
- Raising awareness about waste and environmental affects to employees*
- Re-use of products whenever possible.*
- Increasing the recycling whenever possible.*

## **Transport**

*Reduce the use of fossil fuels for personal and business travel to reduce the carbon impact. Our objectives include:*

- *Reduce the environmental impact of staff and business clients to/from/on behalf of Minnodi by making workspace virtual and online.*
- *Use Hybrid vehicles which uses electric motor that produces less carbon emission and use solar panels for charging electric vehicles that reduces electricity cost.*
- *Raising Environmental awareness about transportation and how it affects the ecosystem.*
- *Promote active travel as a means of travelling.*

## **Purchase of Eco-Friendly Goods & Services**

*To procure materials that are environmentally friendly and use resource efficient products considering end life.*

- *Purchase of sustainable goods and services*
- *Purchase raw materials that are environmentally friendly and recyclable*
- *To make sure and reduce the negative impacts of any goods and services*
- *To seek and ensure that minimum ethical, equality, human rights and employment standards are met by suppliers with strong environmental practices*

## **Community support activities on Environment**

*To increase our participation in Community programs by discussing with team members and involve in programs including:*

- *Involve in more community programs like planting saplings and trees by collaborating with Non-profit organizations.*
- *Spread awareness about environmentally friendly activities to the community.*
- *Collecting old laptops, electronics, used batteries and dispose responsibly and reduce hazard to the environment.*



## **Environmentally Preferable Products and Services**

*We provide graphics design services and reselling/distributing print products such as brochures, flyers, magazines, invitation cards, postcards, business cards, rank cards, graduation cards, through our graphics and printing services.*

**Composition:** *We are a registered reseller/distributor of zoo printing, a California based print production company that uses virgin pulp-based papers materials that are derived from sustainably managed forests. These sustainably managed forests help to clean our air, control erosion, and provide environmentally friendly jobs. Our print products are printed with environmentally friendly printing inks. These inks, which we utilize to print our 4-Color Process as well as our 1 and 2 Color printing, are manufactured in an ISO-9001-2000 certified facility. Bio- renewable*

*and sustainable materials are the main ingredients in these inks. They are devoid of any petroleum -derived organic volatile compounds (VOC's). Our 4-Color Digital inks have zero VOCs and meet the demands of EN71, part 3. Our Large Format rigid inks have extremely low VOCs and are SCAQMD compliant.*

**Packaging:**

*We use Corrugated boxes for packaging and shipping our products to the customers. The corrugated boxes that we procure from [Uline.com](http://Uline.com) are recyclable and re-usable.*

**Environmentally Preferable Purchasing**

*We are a supplier of environmentally friendly products and our vendor use raw materials such as papers, inks, and use curing methods during the printing process i.e., LED curing method which is environmentally friendly and helps in reducing the carbon footprint. They are recyclable, reusable, and controls erosion.*

**Waste**

**Solid Waste Reduction and Reuse**

*We use reusable mugs and water bottles, reuse file folders and corrugated boxes, we also use back of used paper, we proof digital documents on computer using cloud documentation, instead of printing numerous drafts, Use double- sided copying/printing Whenever possible. It has reduced our considerable usage of paper. Significant cost savings in paper procurement for office usage.*

**Recycling**

*Our vendor actively recycles all paper wastes that are used in our Printing products. Our Vendor recycles used printing plates, packaging boxes, waste inks, solvents that reduces air pollution and improve employee safety etc.*

**Hazardous Waste/Toxic Use Reduction**

*We use Rhino® 1,000,000 Gallons filtration system in our home office. It reduces 97% of chlorine and reducing other harmful contaminants including lead, mercury, herbicides, pesticides, VOCs, and more. 1,000,000 gallons of chlorine and lead-free water for better health benefits.*

## Energy

### **Energy Efficiency**

*Our Print production facility uses LED Curing a method that uses high-intensity electronic ultraviolet (UV) light to change inks, coatings, adhesives, or other photo-reactive substances through polymerization into instantly fixed-in-place solids for our printing. This method actively contributes to our energy savings and reduced environmental output. Most LED UV lamps operate an average of 10 times longer 10,000 to 20,000 hours of operation than arc UV curing lamps, which average a 1,000- to 2,000-hour life, making for more uptime and less maintenance and bulb replacements thus reducing our energy costs. Our Printing facility were able to save approximately \$13,500 per year on energy savings using LED curing.*

### **Renewable Energy**

*We use solar panels and solar roofs at our home office which is 100% inexhaustible energy, and renewable. Which is a key measure against the climate change. By using solar we reduce the usage of Fossil fuel, non-toxic and reduce the emissions into the air.*

## Transportation

### **Employee Commute/Customer Travel**

*Our employee and customer commute are reduced significantly by moving the workspace virtually. Most of our Operations are online, including our Products and services like Graphics design, web design, Training, staffing, and Consulting. We have a ecommerce website [www.colorprintoutlet.com](http://www.colorprintoutlet.com) to serve our Graphics and Printing operation that includes customers ordering the preferred design online, design approval from our project manager, designing the patterns and designs using software and executing the order at our Printing facility.*

*Our distributors Printing materials and the process involve an eco-friendly approach during the production and recycle the waste leaving zero scrap. The only commute required is when the Product is delivered to our customers through Third party Logistics (UPS).*

*For instance, our Admin support manager's drive time has reduced significantly by working from home. Our President also works from home and uses Hybrid vehicle to travel to the HQ occasionally to meet Business needs. Most of the communication among staff members in our organization occurs virtually. We use Google workspace, Google meetings, and VOIP calls to talk to*

*our clients about Business, thus reducing the daily commute to the workplace for our clients and employees.*

*Our Training sessions are entirely online to the community, thus reducing significant usage of travel or commutes to our organization. This provides not only mobility but also Flexibility in learning and developmental opportunities. By moving Training online, we reduced costs of travel for both our trainers and trainees.*

**Efficient Business Travel**

*Reduced commute due to Online operations. Our president uses Hybrid vehicle to travel to the Headquarters which is 11.9 miles away from home office. By using Hybrid vehicle, she was able to get more milage and reduce fuel consumption and emission. The same fuel gives extra milage thus reducing fuel cost considerably. with ecological responsibility in mind, we use Hybrid vehicles for all Business travels and needs. Hybrid vehicles significantly reduce CO2 emissions and reduce air pollution than a car using fossil fuel. Thus, reducing the Fuel cost of gasoline significantly.*

**Water**

**Water Conservation**

*Checking for leaks regularly, we know even the smallest of leaks can accumulate overtime. So periodic maintenance on water leaks, using Aerated faucets, High efficiency bathroom fixtures inside the organization.*



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

*Learn more at [green.maryland.gov](http://green.maryland.gov)*

