P.10  We ask our designer to design publications that require fewer varnishes and coatings, and can be easily recycled.

**Intent**  Reducing varnishes and coatings reduce the use of chemicals associated with these materials. Ensuring your product is easily recycled is important to helping the University reach its goal of a 40% recycling rate by 2014.

**Point Value**  3 points

**Instructions**  To create recyclable publications:
1. Talk to your publication designer regarding the type of publication, planned binding that should be utilized, and the desire for fewer varnishes and coatings.
2. Review the publication’s printing specifications to make sure it is aligned with your desires and your discussions with the designer.
3. Work with the printer to ensure that they can print the documents meeting all of your specifications and cost requirements.

**Resources**  Penn Publication Services
http://cms.business-services.upenn.edu/publications/

Wharton Reprographics
https://reprographics.wharton.upenn.edu/index.cfm