



Welcome to the February edition of PrintCut

Helping organisations to significantly reduce their print costs, consumption and waste.

By the tail.....

'Catastrophe' seems to be a well used word these days whether it is Environmental Catastrophes, Economic Catastrophes or Banking Catastrophes we seem to be in the heart of a pretty difficult time and if the experts are to be believed it is going to get a lot worse before it improves. So what can we do to make things better. Perhaps Neil Armstrong's famous line holds some truth. Perhaps we don't need to eat a whole elephant at once and maybe undertake a focused and conscious step in the right direction.

This month's first article, "[Money to Burn](#)" is a strong reminder of our inertia when it comes to reducing our company's monthly energy bill and helping save the planet. We are literally throwing money down the drain by not properly managing our electrical equipment. A recent poll suggested that whilst we are improving at introducing controls into our homes we are less likely to do so in the office using the main reason as, "It is someone else's responsibility". This article suggests we can make small steps to improve our company's bills.

In our second feature, "[Staunch the Hard Copy Geyser with a Three-Layer Plug](#)" there are three simple things to focus on to manage the printing costs and expense. We look at commonly used tools and whether any of them will assist clients fulfill their goals of better print management.

'[Green Corner](#)', this this month reminds ourselves that toner is not a nice clean product but one that needs to be treated very carefully, well packaged and cleanly disposed of.

If you've any feedback on how things

Money to Burn?

It is estimated that 60%-70% of the energy costs incurred by office equipment in the UK could be saved by avoiding equipment being left on unnecessarily and standby facilities being absent or disabled.

This amounts to a staggering £180 million across the UK every year.

The last 10 years have seen huge development and sophistication in office equipment. Organisations have seen the volume of their installed equipment rise over the years and while great efforts are made to purchase equipment at the best possible price, the ongoing running costs and impact on staff and the environment are not always given the same degree of focus.

Energy consumption cost savings can be achieved often at little or no extra cost by managing these facilities effectively. This month we look at what organisations can do to realise these cost savings, provide a better working environment for their staff and protect the environment.

The triple whammy is achievable.

[Click here to read the full article.](#)

Staunch the Hard Copy Geyser with a Three-Layer Plug

This month we take our research from Info-Tech Advisor:

Managing the hard copy output fleet in enterprise office environments requires several layers of tools. While most enterprises have the basic, device vendor-supplied toolset, enterprises with more than a few hundred employees can find significant savings with more advanced tools. The present software market is a confusing swirl of point-solutions and shallow functionality from broader management suites. Use this note to understand the various tools and identify enterprise needs.

Plugging the Gap

Enterprise output management consists of three core functions: device management, asset management, and cost recovery. These layers usually build on each other, with the vendor-supplied device management tools often serving as the foundation

[Click here to read the full research.](#)

are shaping up for 2009 or any aspects of Reducing Print Costs we would be very interested to hear from you - and may circulate a summary of feedback in future editions of PrintCut.

PrintCut from Greig Ross Associates providing the latest case studies and best practice.

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Green Corner - Toner Usage and Disposal: Understand the Employee and Environmental Concerns

Because there are recognized concerns both during normal use of photocopying machines, and while loading and unloading toner many organizations have prepared H&S documents to help protect employees. This issue also has significant implications for the wider disposal of toner and the environment.

Several substances within toner have perceived risks to health. Toners are usually a mixture of plastic resin, iron powder and carbon black (CAS 1333-86-4) which is classified as a nuisance dust (a group 2B carcinogen, defined by the International Agency for Research on Cancer as possible risk to humans). Animal studies have not revealed any carcinogenic qualities in inhalation tests of carbon black.

However, carbon black may contain impurities known to be carcinogens and a range of volatile organic compounds can also be emitted. Chemicals generated during operation of a typical photocopier include: ozone, carbon monoxide, nitrogen oxide and volatile organic compounds. Ozone is produced during the high voltage electrical discharge in photocopiers and is toxic. Carbon monoxide can be produced when toner is heated if there is inadequate air supply. Is this part of your Carbon Footprint?

For more information review the University of Cambridge Risk Assessment on Photocopier Toner.

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