**ECO<sup>5</sup>: Sustainable Materials**

**Objective:** To responsibly manage our use of materials.

**Responsible paper use**

We have introduced a number of initiatives to responsibly manage our paper consumption, including:

- Purchasing 30% recycled-content paper for general office use
- Setting print devices to duplex printing and providing employees with helpful tips on reducing paper output
- Encouraging paperless meetings
- Offering electronic pay slips for employees with online access
- Ordering office supplies and processing employee expense claims online
- Encouraging customers to switch to electronic statements and discontinue delivery of paper-based statements
- Eliminating or suppressing internal paper reports for retail branches

**Building materials**

BMO continues to focus on using more sustainable materials in new construction and renovation projects for our facilities. We aim to:

- Purchase locally manufactured materials and/or materials comprised of recycled content, to reduce our impact on the environment.
- Choose materials containing low volatile organic compound (VOC) elements, to protect employee and customer health and comfort.
- Choose materials with a long lifespan, minimizing waste going to landfill.

**Cleaning products**

To further protect the environment, we maximize the use of green cleaning products by janitorial services personnel in our facilities.