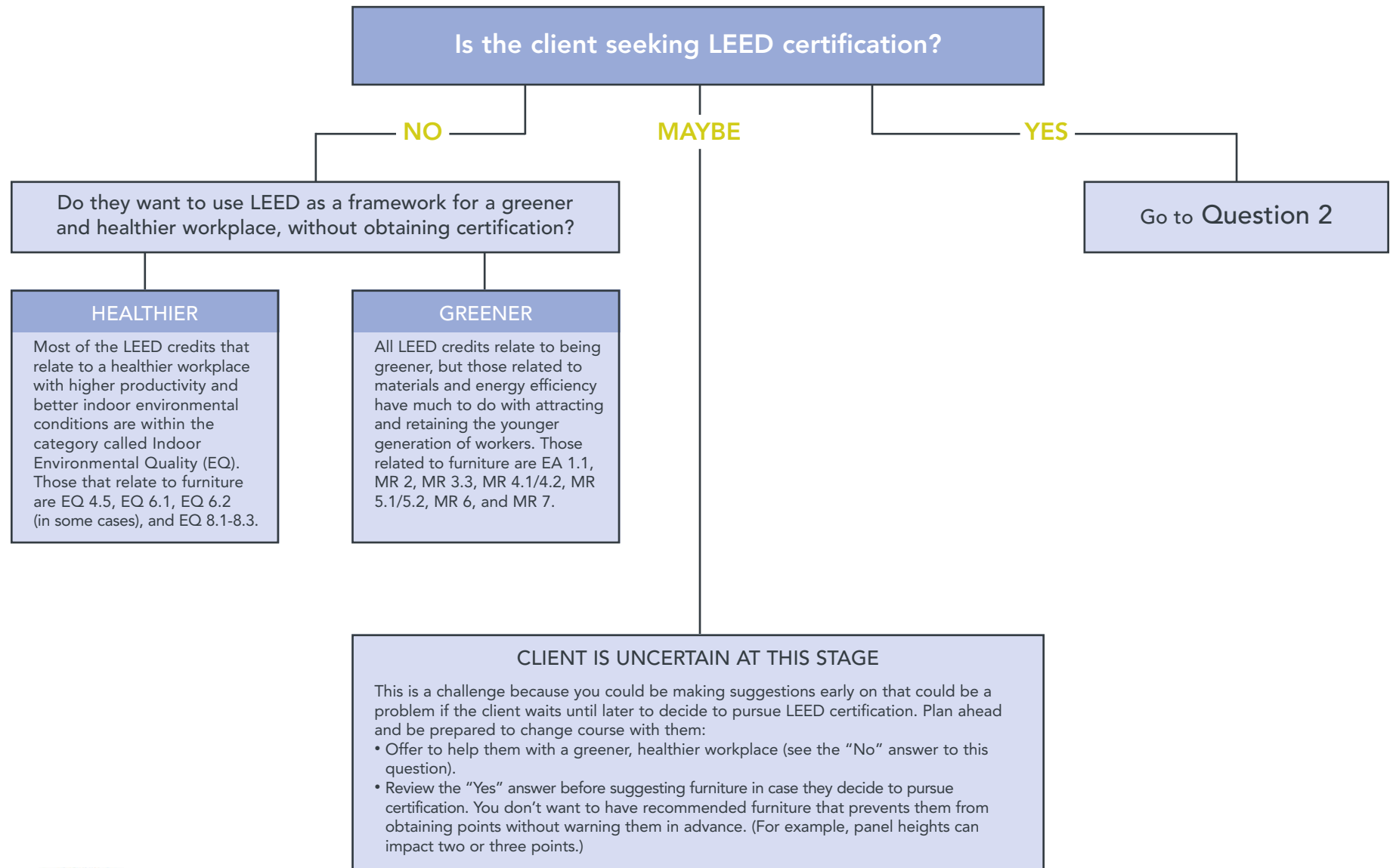


LEED®/Green Project Decision Tree

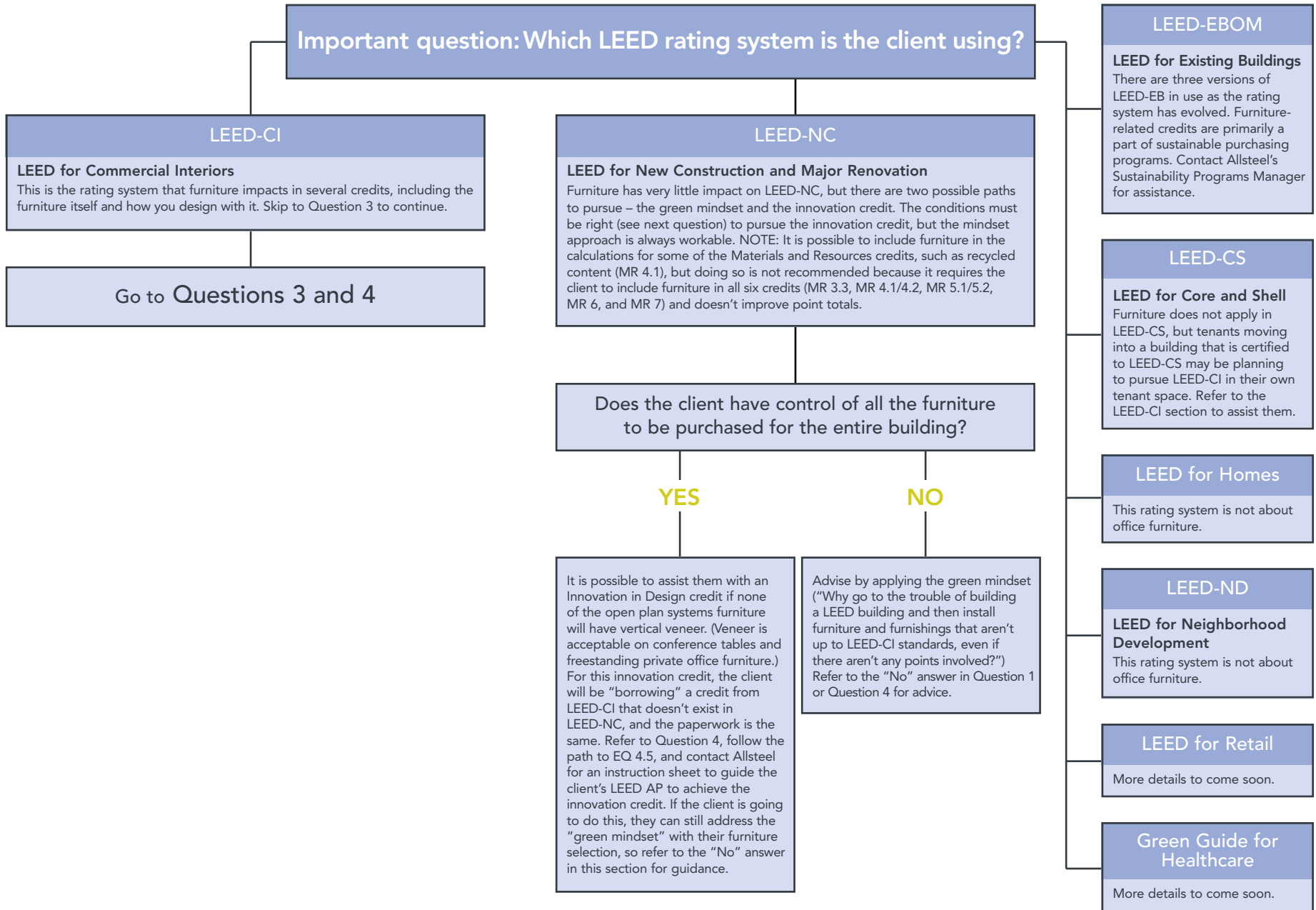
The Role of Office Furniture

Use this process to find answers, instructions, and supporting documents for furniture's role in green projects. If you reach Question 4 and need assistance to complete the LEED online template for one or more credits, contact an Allsteel sales member, LEED AP, or A&D Specialist for help. They have access to a series of instruction pages for the LEED online submittal process for office furniture.

Question 1



Question 2



Question 3

Which version are they using?

After June 26, 2009, newly registering projects must use version 3.0. Current projects use version 2.0. The differences for furniture are small but they matter.

Question 4

May I have your LEED-CI checklist?

This should be your first question to the client seeking LEED-CI certification, explaining that you can provide better assistance in suggesting furniture if you know which credits they are planning to pursue. Once you know which credits they are seeking or considering, contact an Allsteel representative to obtain instructions for help with the appropriate credits. If the client won't provide you a checklist, you'll have to ask them if they plan to seek any of the credits listed and described below.

Please note:

- If the client is seeking EQ 4.5, avoid using vertical veneer on their open plan systems furniture at this time.
- If the client is seeking EQ 8.1-8.3, you will have to be careful about furniture height and layout in relation to windows, especially with EQ 8.3 (EQ 8.2 in version 3.0).

LEED templates and instruction sheets for completing them are available through your Allsteel representative. Online templates for version 3.0 will soon be available.

Energy and Atmosphere (EA)	Materials and Resources (MR)	Indoor Environment Quality (EQ)
EA 1.1: Lighting power	MR 2.1: Waste management MR 3.3: Reuse MR 4.1/4.2: Recycled content MR 5.1/5.2: Regional materials MR 6: Rapidly renewable materials MR 7: Certified wood	EQ 4.5: Low emitting materials EQ 6: Controllability of systems EQ 8.1/8.2: Daylight access EQ 8.3: Access to views (becomes 8.2 in version 3.0)

