

Embedding sustainable procurement practices

WHY?

There are environmental, social and economic benefits

Everyone has a part to play and every positive action makes a difference

Engages staff across the organisation in tackling the climate emergency

Your reputation will be as part of the solution and suppliers will want to work with you



Tip

Be bold. You can influence positive change with your buying power

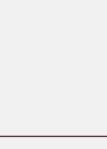
WHERE TO START

Refer back to your climate targets and define what sustainability values are important to your organisation



Introduce some key principles that staff can use as a quick guide to assess suppliers to ensure consistency and save time on researching

Provide training for staff on climate literacy and sustainable procurement



There will be compromises to begin with but focus on your goals and prioritise high impact areas



Tip

Change your perspective. Speak to the end users as they will have useful insight into how the product is being used and whether it is needed

AUDIT YOUR SUPPLY CHAIN



Identify all products and suppliers and categorise according to environmental impact



Use a measuring tool to help you assess the existing carbon impact of your supply chain



Research and understand different standards relevant to your suppliers and find out what they are signed up to



Consider what happens when the product reaches the end of its life



Invite critical friends to review your suppliers



Tip

Encourage suppliers to pursue climate positive accreditations

DEVELOP AND EMBED YOUR SUSTAINABLE PROCUREMENT POLICY

Adopt sustainability champions across the whole organisation to make recommendations, notice gaps and report back



Involve staff and help everyone feel they have a part to play as procurement affects everyone

Identify some quick wins e.g. switching to Fairtrade Organic tea and coffee, and then make plans for the medium to long term



Build in a continuous improvement mechanism and evaluate your progress

Celebrate wins - share positive examples and progress with staff so everyone can see what is happening and understand good practice

Ensure staff understand all the terminology and standards through training

Tip

Look to the future when transparent and sustainable supply chains will be a requirement in law. What changes could you implement now to get ahead?



Tip

Work with other organisations in your sector to influence your supply chain as a collective buying group and standardise requirements you are making of suppliers

ENGAGE SUPPLIERS

Let all your suppliers know your carbon neutral target and what actions you are taking, invite them to join you on this journey.

Raise sustainability early in the procurement process and make it a two-way conversation

You don't have to know all the answers. Get suppliers to help you learn and work with the market to encourage supplier innovation

Be consistent and be proportionate to size of supplier contract

Direct suppliers to existing accreditations and guidelines to help them understand your requirements

Be specific about the deadline for suppliers to implement change

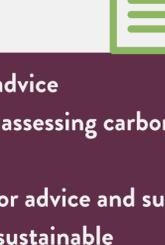
Work with membership and regulatory bodies to influence suppliers and ensure they are showing due diligence

For some products there are limited suppliers so build personal relationships with long-standing suppliers

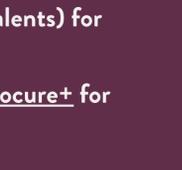
Ask suppliers to report back on their own sustainability targets when reviewing contracts

Tip

Many of your staff will be passionate about tackling climate change and will want the opportunity to bring their values into the workplace, so involve them. They are the product purchasers and end users and can build relationships with suppliers to support change and innovation



FURTHER RESOURCES



- [Supply chain school](#) for support and advice
- [2030 carbon footprint calculator](#) for assessing carbon footprint of products
- The [Federation of Small Businesses](#) for advice and support
- The [flexible framework](#) for assessing sustainable procurement
- [Electronics Watch](#) for responsible public procurement of electronics
- [Government Buying Standards](#) (and EU equivalents) for assessing suppliers
- European sustainable procurement network [Procure+](#) for advice and case studies
- [BCorporation](#) for finding suppliers

For more information about the Climate Action Programme, visit bit.ly/CAP_home