



# Environmental Procurement

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# Why Environmental Procurement?

## The Green Agenda:

- Reduce emissions of greenhouse gases
- Reduce emissions of hazardous chemicals
- Avoid over-consumption of resources
- Limit the volume of waste
- Stopping depletion of the ozone layer
- Safeguarding biodiversity

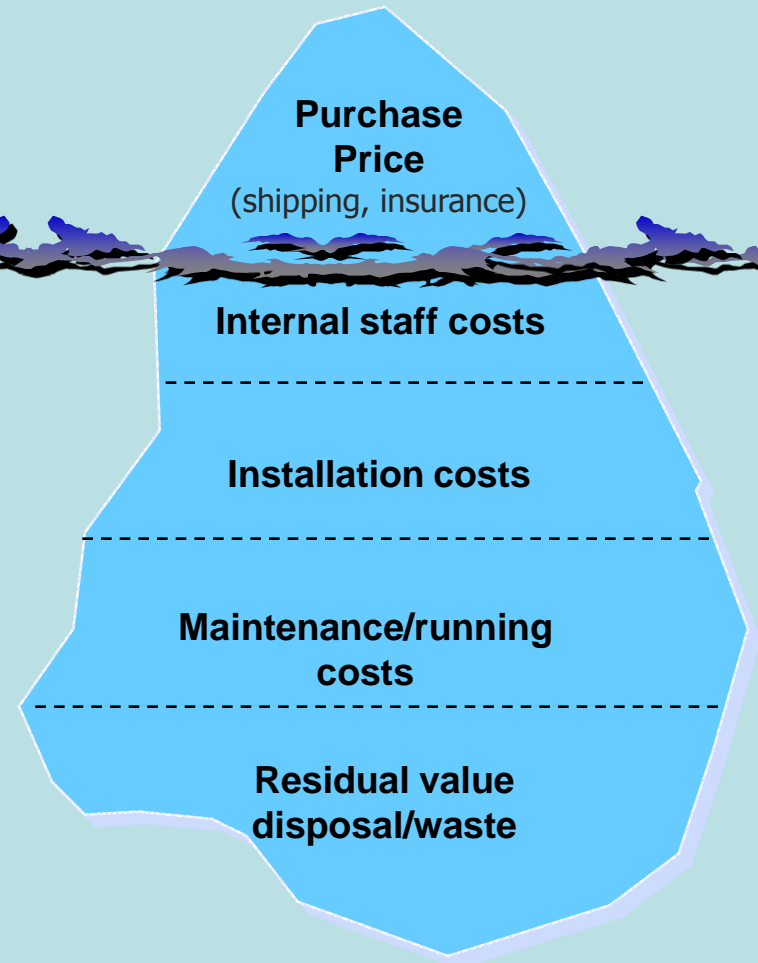
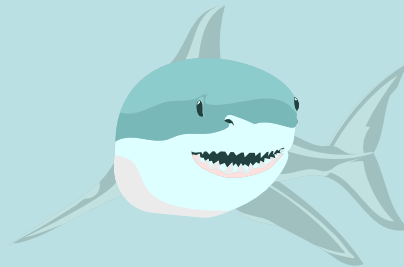
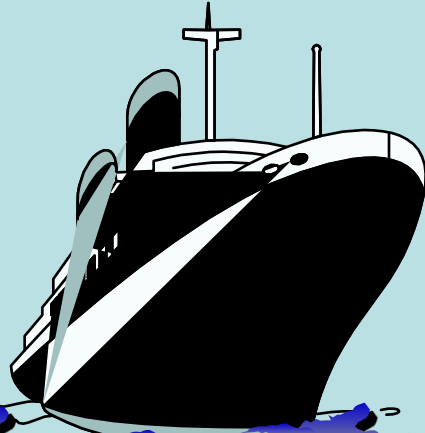


# What is Environmental Procurement?

*”the purchase of products and services which have less impact on the environment and human health compared with competing products or services that serve the same purpose”*

*(UNDP Environmental Procurement Practise Guide)*

# Total Cost of Ownership



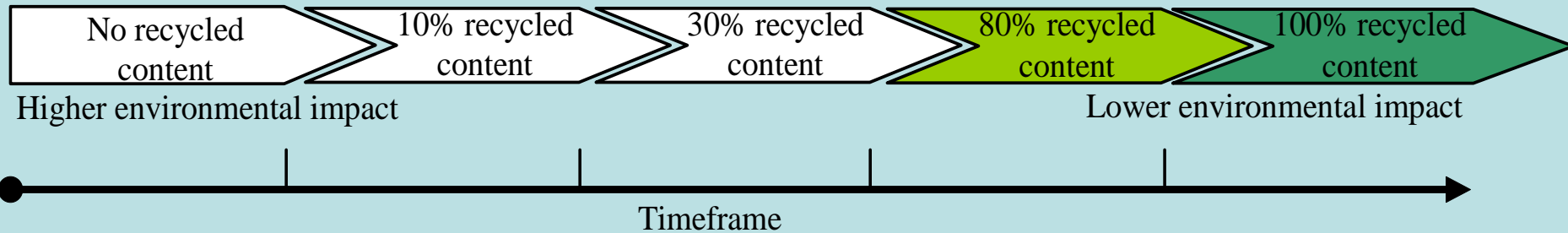


# TCO factors to consider

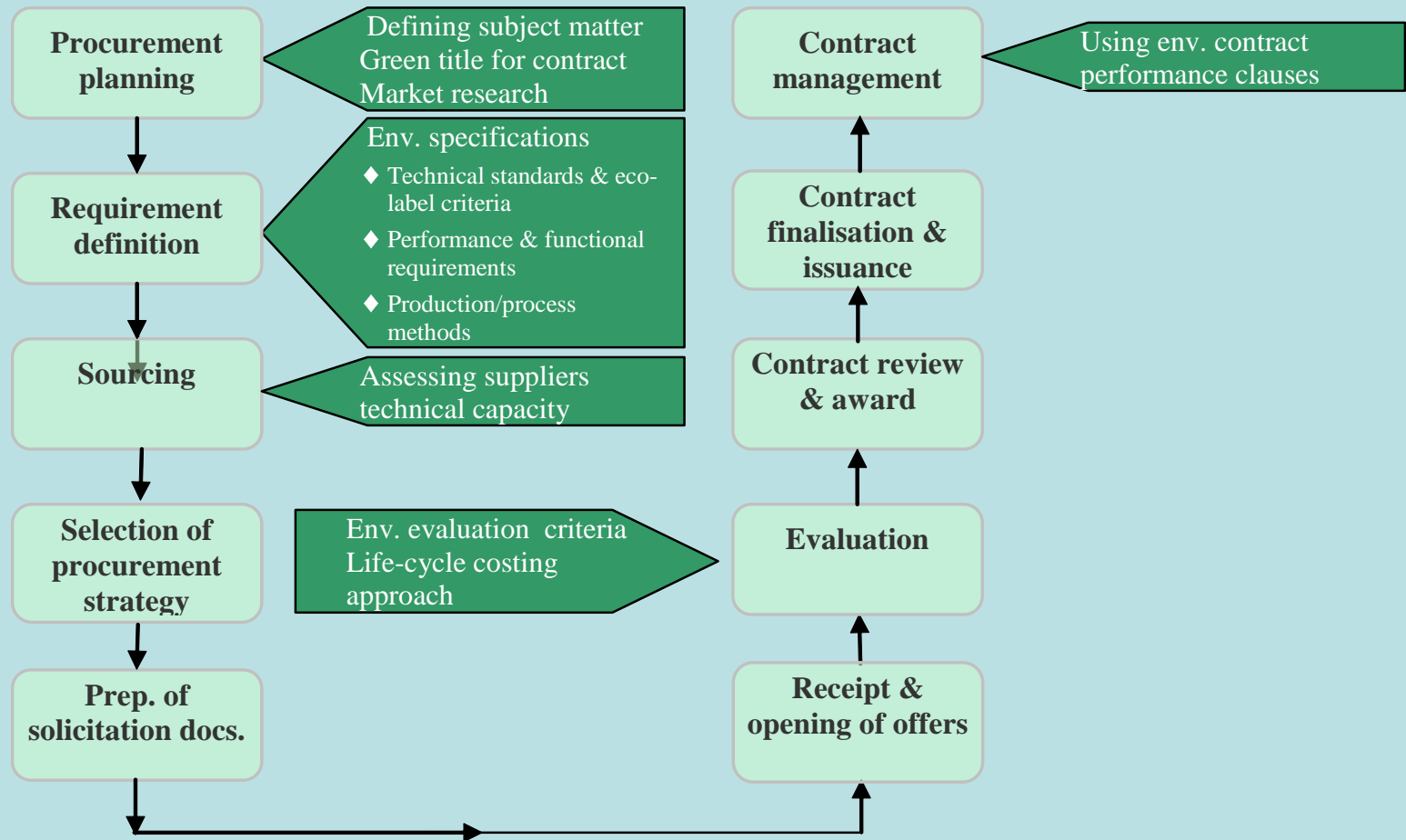
- The source of raw material
- Production/manufacturing process
- Packaging
- Distribution
- Potential for reuse and recycling
- Operation
- Maintenance, and
- Disposal of the product

# How to get started?

## Working along "The green continuum"



# Stages of Environmental Procurement



# Requirement: Environmental title

Example of contract title;

- Request for Proposal for cleaning services would be '*Environmental Cleaning Services including selective waste collection*'.
- Request for Quotation for the supply of '*Recycled paper for writing, printing and copying purposes*'.
- Request for Proposal for the '*Design and construction of an energy efficient building*'.

You can state that you want to procure '*energy efficient computers*', but you can not state that you want to buy '*Energy Star Certified computers*' as this would be discriminating and would not give equal treatment to all bidders as you are demanding a specific product certification.



# Requirement: Standards and Eco-label criteria

## **The use of Eco-labels**

The procurer can not use '*certified Nordic Swan paper*' as a specification. As this is would considered discriminatory and contravene the principles of fairness and effective international bidding.

However the procurer can use the criteria of this eco-label as the technical specification. E.g.







### **The paper must..**




1. Contain at least 80% post consumer waste
2. Be totally chlorine free (TCF)
3. Durability >100 years, according to ISO 9706, DIN 6738 or **equivalent**
4. Compatibility with machinery: meeting DIN 19309, AFNOR Q11-013 or **equivalent**.

Products carrying the Nordic Swan label will be deemed to comply, as will other acceptable means of proof.

# Ecolabel for computers and monitors



EcoLabel / country of origin	Description	Website	UNDP
<p>Electronic Product Environmental Assessment Tool</p>  <p>United States</p>	<p>EPEAT is a multi-criteria label that provides a clear and consistent set of performance criteria for <b>desktop computers, notebooks and monitors</b>.</p> <p>Products are evaluated over 51 criteria covering the environmental impacts across the products lifecycle. Products are ranked according to three tiers of environmental performance.</p> <p>Energy efficiency criteria based on Energy Star rating 4</p> <p>(please refer to Annex XX for the full Criteria list)</p>	<p>Homepage: <a href="http://www.epeat.net/">http://www.epeat.net/</a></p> <p>List of Manufacturers and product models with EPEAT certification. <a href="http://www.epeat.net/Companies.aspx">http://www.epeat.net/Companies.aspx</a></p>	<p>Recommended as UNDP preferred standard.</p> 
<p>Energy Star</p>  <p>United States</p>	<p>Energy Star is a single-issue label that focusing on energy efficiency widerange of products including; computers and monitors.</p>	<p>Procurement page : <a href="http://www.enrgy.gov/index.cfm?c=bulk_purchasing&amp;bulk_purchasing">http://www.enrgy.gov/index.cfm?c=bulk_purchasing&amp;bulk_purchasing</a></p>	<p>Recommended as UNDP minimum standard.</p> 
<p>European Flower</p>  <p>European Union</p>	<p>The EU -label is a multi-criteria label. The criteria for computers and monitors include;</p> <ul style="list-style-type: none"> <li>energy efficiency</li> <li>harmful substances</li> <li>natural resource use</li> <li>durability</li> <li>packaging</li> <li>electromagnetic emissions</li> <li>Takeback and disposal</li> </ul>	<p>Homepage : <a href="http://ec.europa.eu/environment/eco_label/product/pg_personal_computers_en.htm">http://ec.europa.eu/environment/eco_label/product/pg_personal_computers_en.htm</a></p>	
<p>Nordic Swan</p>  <p>Nordic Countries</p>	<p>The Nordic Swan label is a multi-criteria label. The criteria for computers and monitors include;</p> <ul style="list-style-type: none"> <li>energy efficiency</li> <li>design (upgradeability/disassembly)</li> <li>material input</li> <li>heavy metals</li> </ul>	<p>Homepage: <a href="http://www.swanennu.com/Default.aspx?tabName=StartPage&amp;menuItemID=7055">http://www.swanennu.com/Default.aspx?tabName=StartPage&amp;menuItemID=7055</a></p>	

Eco Label / country of origin	Description	Website	UNDP
<p>Blue Angel</p>  <p>Germany</p>	<p>The Blue Angel label is a multi-criteria label. The criteria for computers, monitors and keyboards include;</p> <ul style="list-style-type: none"> <li>• energy efficiency</li> <li>• design (upgradeability/disassembly)</li> <li>• harmful substances</li> <li>• durability</li> <li>• material input</li> <li>• noise/electromagnetic emissions</li> <li>• take back and disposal</li> </ul>	<p>Homepage;  <a href="http://www.blauer-engel.de/englisch/navigation/body_blauer_engel.htm">http://www.blauer-engel.de/englisch/navigation/body_blauer_engel.htm</a></p>	
<p>TCO05</p> 	<p>The TCO'05 label is a multi-criteria label. The criteria for computers, monitors, keyboards include;</p> <ul style="list-style-type: none"> <li>• energy efficiency</li> <li>• noise/electromagnetic emissions</li> <li>• natural resource use</li> <li>• harmful substances</li> <li>• ergonomics</li> <li>• Recycling</li> </ul>	<p>Homepage:  <a href="http://www.tcodevelopment.se/">http://www.tcodevelopment.se/</a></p>	
<p>Group for Energy Efficient Appliances (GEEA)</p>  <p>European (Denmark, the Netherlands, Sweden and Switzerland)</p>	<p>The GEEA label is a single issue label. The criteria for energy efficiency for computers, monitors, and workstations use the energy star criteria as a basis.</p>	<p>Homepage:  <a href="http://www.efficient-appliances.org/Home.htm">http://www.efficient-appliances.org/Home.htm</a></p>	

## Example: Performance & Functional Requirements

### **Specifying the end result, but not how to achieve it..**

The objective is to maintain the indoor climate of an office building within a certain range. The business unit could do this by setting very detailed specifications for a central heating system. Alternatively a performance-based specification could be applied by stating for example;

*'The indoor climate must be maintained between 20– 22 Celsius and a relative humidity of 50%'*

In this case the bidders would be required to choose the best possible method for achieving the requirement. The bidders can opt for more environmentally benign heating and ventilation system instead of offering one that is based on burning fossil fuels.

## Requirement: Production and process method

**For example, business units can require that:**

- ◆ Paper is produced without the use of chlorine (TCF)
  
- ◆ Food is organically produced (without the use of chemicals pesticides and fertilisers) in compliance with for example; the EEC regulation 2092/91 of 24 June 1991 and 1804/99/EC or other relevant national standards/regulation)
  
- ◆ Electricity is generated from renewable sources



# Contract Management: Contract Performance Clauses

## Some examples of contract performance clauses...

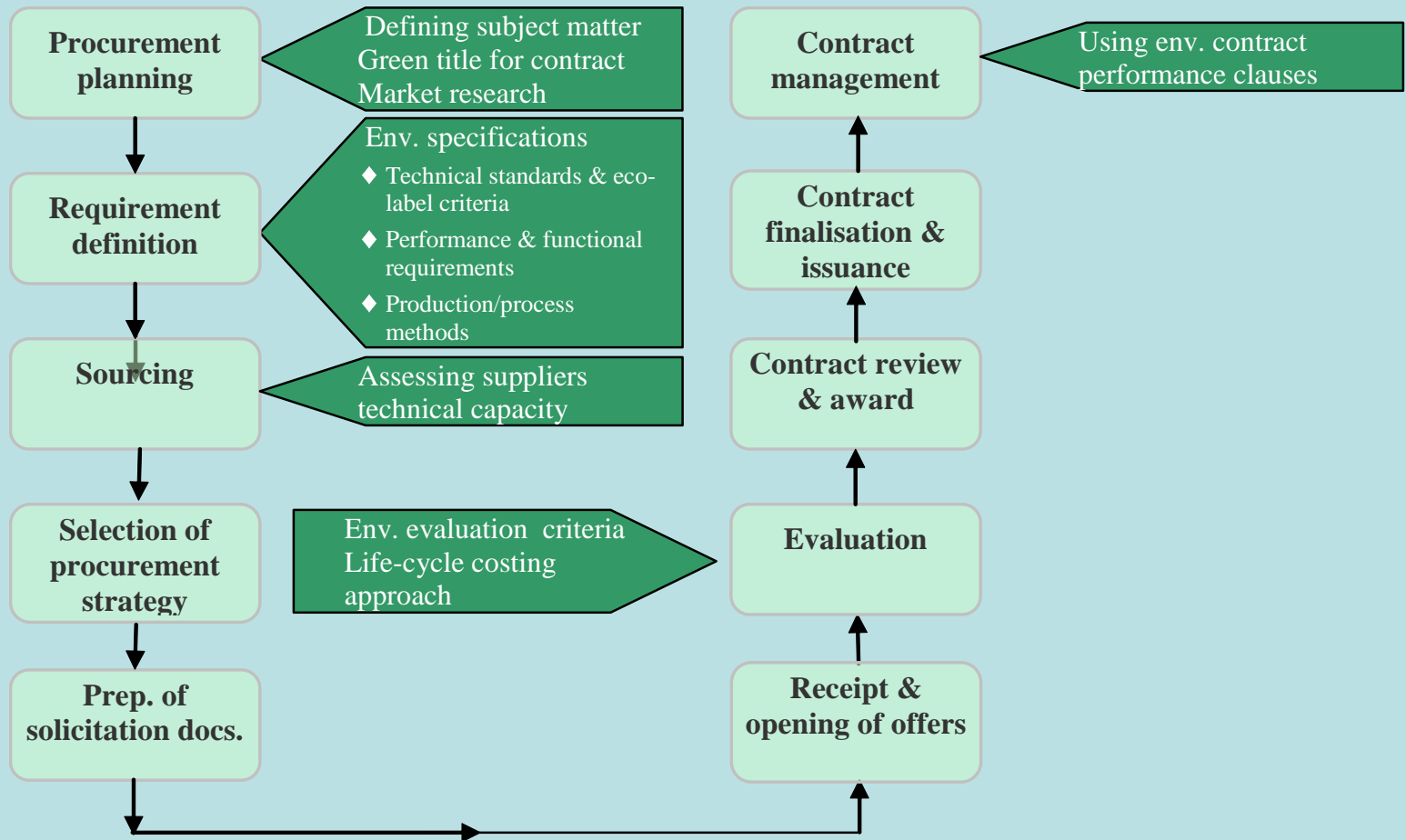
### For the supply of goods

- ◆ Having the product delivered in the **appropriate quantity**. In general terms this means a bulk delivery, as this will be more environmentally efficient in terms of transport impact per item than having smaller quantities delivered more often. Specifying a maximum number of deliveries per week or month can also be another way of achieving the same result.
- ◆ Requiring that goods be **delivered outside peak traffic times** to minimise the contribution of deliveries to traffic congestion.
- ◆ Requiring that the supplier **takes back (and recycles or re-uses) any packaging** that comes with the product. This has the double advantage of centralising packaging prior to re-use or recycling and encouraging the supplier to cut down on any unnecessary packaging.

### For services or works contracts

- ◆ **Transport of products and tools to the site.** – Delivery of products to the site in concentrated form and then dilution on site. – Use of re-usable containers to transport products to the site.
- ◆ **How the service is performed.** – Use of dosage indicators to ensure that appropriate quantities of cleaning product are used.
- ◆ **Disposal of used products or packaging from products.** – Products or packaging taken away for re-use, recycling or appropriate disposal by the contractor.
- ◆ **Training of contractor staff.** – Staff trained in the environmental impact of their industry<sup>15</sup>

# In Summary...





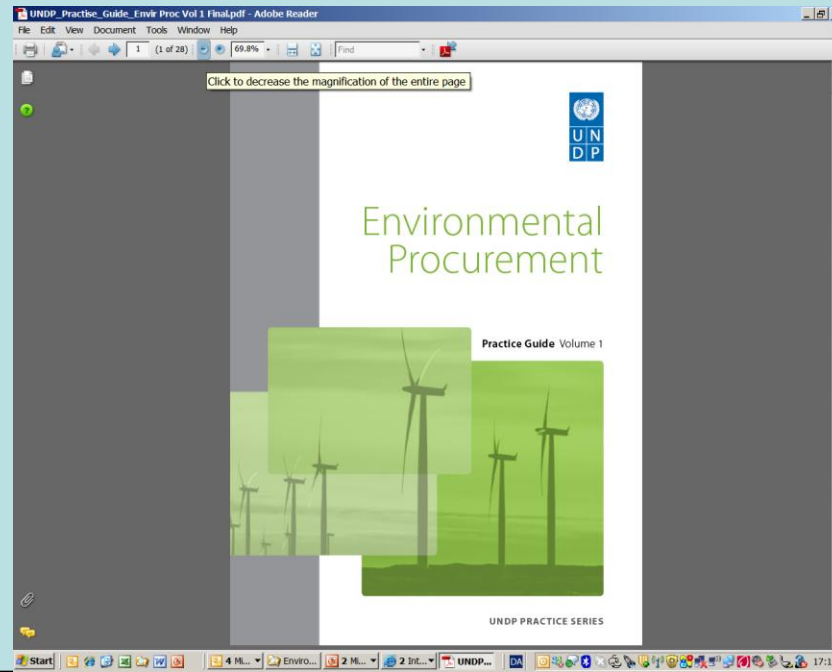
# Where to learn more?

[www.undp.org/procurement](http://www.undp.org/procurement)

Volume 1: Environmental Procurement

Volume 2: Environmental Specifications

E-mail: [Procurement.training@undp.org](mailto:Procurement.training@undp.org)







# **UNDP Procurement Training & Certification**

# UNDP Procurement Training Calendar 2009



Web: [www.undp.org/procurement](http://www.undp.org/procurement)

E-mail: [procurement.training@undp.org](mailto:procurement.training@undp.org)

February	Dates	Location
Fundamentals of Public Procurement	2-5 February	New York, USA
Procurement Strategy Development	10-12 February	Dubai, United Arab Emirates
<b>March</b>		
Logistics and Incoterms	17-19 March	Bangkok, Thailand
<b>April</b>		
Risk Management in Contracting for Construction Services	21-23 April	Copenhagen, Denmark
Fundamentals of Public Procurement	27-30 April	Bangkok, Thailand
<b>May</b>		
Fundamentals of Public Procurement	5-8 May	Bangkok, Thailand
Contract and Supplier Relations Management	12-14 May	Copenhagen, Denmark
<b>June</b>		
Effective Negotiations in Projects and Procurement	2-5 June	Vienna, Austria
Fundamentals of Public Procurement	16-18 June	New York, USA
<b>September</b>		
Fundamentals of Public Procurement	8-11 September	Copenhagen, Denmark
Contract and Supplier Relations Management	23-25 September	Vienna, Austria
<b>October</b>		
Logistics and Incoterms	6-8 October	Copenhagen, Denmark
Effective Negotiations in Projects and Procurement	20-23 October	Dubai, United Arab Emirates
<b>November</b>		
Risk Management in Contracting for Construction Services	3-5 November	Bangkok, Thailand
Procurement Strategy Development	17-19 November	New York, USA
<b>December</b>		
Fundamentals of Public Procurement	1-4 December	Vienna, Austria
Contract and Supplier Relations Management	9-11 December	Dubai, United Arab Emirates



# Tailor-made Training Course?

- UNDP/Procurement Training Unit can deliver all training courses in your country
- Minimum requirement: 15-25 participants
- Training on cost recovery basis

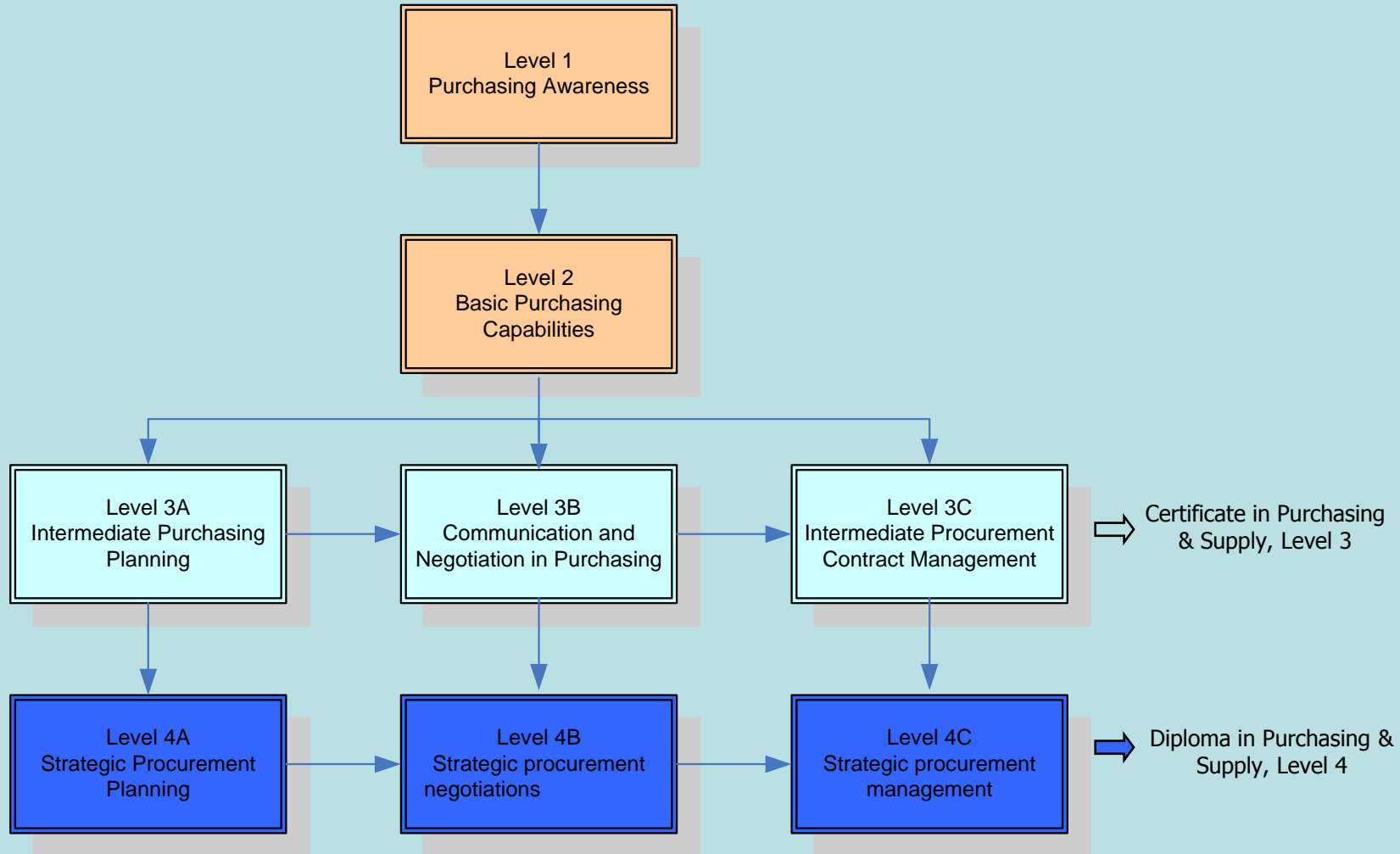
Please contact Training Unit for practical arrangement:  
[procurement.training@undp.org](mailto:procurement.training@undp.org)

Information on current training curriculum

<http://www.undp.org/procurement/training.shtml>



# UNDP Procurement Certification Programme





# Where to learn more about procurement training?

<http://www.undp.org/procurement/training.shtml>

The screenshot shows a Windows Internet Explorer browser window displaying the UNDP Procurement Training website. The address bar shows the URL <http://www.undp.org/procurement/training.shtml>. The page content includes a navigation menu with links like 'UNDP Home', 'About UNDP', and 'Regions'. The main heading is 'Procurement' with a sub-heading 'Training - Introduction'. The page is divided into several sections: 'General information' with links to 'About UNDP procurement', 'Frequently procured goods and services', 'How we operate', 'Statistics', 'FAQ', 'Related links', and 'Contact information'; 'Business opportunities' with 'Procurement notices' and 'Contract awards'; 'Vendors' with 'Vendor registration', 'How to identify UNDP business', 'How to market your goods and services', 'Supplier ethics/code of conduct (pdf)', and 'Procurement protest'; 'Procurement Training' with 'Introduction', 'Training courses', 'Training calendar', 'My UNDP training', 'Procurement certification', 'Who to contact', and 'FAQ'; and 'Search'. The main content area features 'Training - Introduction' text, a list of 'Standard Procurement Training Courses' (Fundamentals of Public Procurement, Procurement Strategy Development, Contract and Supplier Relations Management, Logistics and Incoterms, Risk Management in Contracting for Construction Services, Effective Negotiations in Projects and Procurement), and 'Tailor-made Procurement Training Courses' text. A small image of a desk with papers and a pen is visible on the right side of the main content area. The browser's taskbar at the bottom shows the Start button, several open applications, and the system clock at 17:19.



**Thank You !**

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Quality Assurance & Professionalisation

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