

## Sustainable Procurement Policy

It shall be ensured that environmental considerations are taken into account in the specification and purchase of products, materials and services. Sustainable procurement is an essential feature of RME Services' purchasing requirements, which support the objectives of sustainable development as follows:

- Effective protection of the environment
- Prudent use of natural resources
- Social progress, which recognises the needs of everyone
- Maintenance of high and stable levels of economic growth and employment

Sustainable procurement contributes to the long-term objective of sustainable development. There is also considerable scope to consider environmental issues in procurement within the requirement to achieve value for money. RME Services will ensure that goods and services procured support its environmental policy and, in order to carry out procurement in a sustainable manner, it will endeavour to ensure application of following:

- Compliance with relevant legislative and regulatory requirements and associated codes of practice and guidance
- As far as possible, encouragement of suppliers and sub-contractors to investigate and introduce sustainability into products and services
- Communication of procurement and environmental policies to suppliers and sub-contractors and working with them to raise their environmental awareness and understanding
- Consideration of manufacturers, suppliers' and sub-contractors' environmental management standards in their prequalification and appraisal
- Specification of the use of sustainable materials and products where they provide value for money, taking account of whole life costs. The EU Eco-Label, kite mark and other recognised eco-labelling schemes may aid this assessment.
- Provision of the facility within the specification for suppliers to submit costs for sustainable alternatives
- Consideration and evaluation of the whole life costs and benefits of sustainable alternatives
- Consideration of disposal issues at the end of a product's life cycle [It may be able to be re-used or recycled. If not, can it be disposed of safely?]
- Training of staff members to enable them to adequately make decisions relating to environmental matters associated with procurement. Where beneficial, decisions may be made to lease, hire or share in lieu of purchase.

The significant purchasing issues, which need to be considered in respect of products, include the following:

- **Packaging:** Excess packaging generates large amounts of unnecessary waste, much of which may go to landfill. The level of packaging that accompanies a product should be considered to determine whether an alternative can be used
- **Use of Raw Materials:** Consideration should be given to the use of products using materials that came from a sustainable source. In particular, timber and timber products should be derived from forests or plantations that are being sustainably managed. Chipboard and MDF should preferably have a minimum of 80% recycled content

- **Recycled Content:** The manufacture of products using raw materials often causes damage to the landscape during excavation, air pollution due to transportation, and the use of energy and water during production. The use of recycled products, where possible, reduces the environmental impact.
- **Energy Efficiency:** Energy efficient products benefit the environment through reduction in energy requirements and corresponding reduction in energy generation. The generation of energy from fossil fuel sources produces carbon dioxide (CO<sub>2</sub>) emission, which causes destruction of the landscape and natural habitats as well as visual pollution
- **Life Expectancy:** Consideration should be given to the use of products that are more durable and require less frequent replacement, thereby reducing the amount of material going to landfill. Spending more on a product that will last significantly longer provides better value
- **Reduced Disposal Impact:** Consideration should be given to products that can be easily recycled, repaired or re-used in order to reduce the amount of waste going to landfill. Disposal to landfill should be the option of last resort.
- **Reduced Transport:** Products should be chosen that have not been transported over long distances. This reduces pollution from vehicles and helps the support of local communities.
- **Low Pollution:** Products should be chosen that cause low levels of pollution through their manufacture, use, including maintenance, or disposal. This could relate to lower levels of raw materials used, lower levels of energy or water used, reduced transportation, reduced chemical content or reduced packaging. Particularly, biodegradable cleaning and other products should be used.
- **Hazardous Content:** Where a product or its components are hazardous to life or the environment, it should be ensured that details of health and safety implications and disposal requirements are identified. Technical data sheets must be available and investigation shall ascertain whether any non-hazardous alternatives are available.
- **Quantity:** Only what is needed and essential should be ordered in order to assist in the conservation of resources. There should not be over-ordering beyond requirements. Some thought and consideration in this respect may save money and help the environment.

Persons purchasing goods and services shall be responsible for ensuring that provisions are compliant with the foregoing procurement practices as far as possible. If information relating to the environmental aspects of materials or products is not readily available, it should be requested from the supplier. Demand for environmentally friendly products will act as an incentive for technological development for such products.



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