



**GREEN COUNCIL**  
**環保促進會**

# Quick wins for sustainable procurement

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**SUSTAINABLE**  
**PROCUREMENT**  
**CHARTER**



# Our Journey

## From Green to Sustainability

Established in 2000, the Green Council (GC) is an environmental stewardship organisation and certification body with non-profit making and charitable status (a Section 88 Tax-Exempt Charity, Ref. No.: 91/6063)



since 2007



since 2018



Established  
since 2000



Member  
since 2003



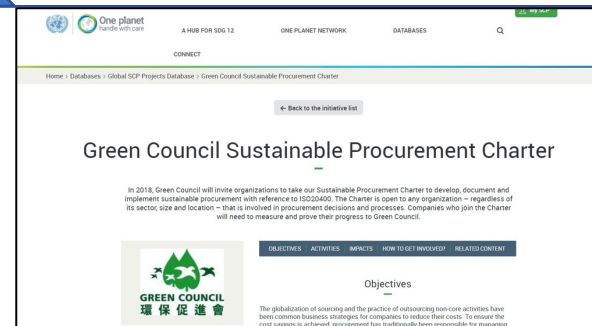
Member  
since 2006



ICS > 03 > 03.100 > 03.100.10

**ISO 20400:2017**  
Sustainable procurement — Guidance

First international guidance



Registered to UN "One Planet Network"  
as an initiative to support the SDG12.

**Objective of the *Charter*:** To implement sustainable procurement with reference to *ISO 20400:2017 Sustainable Procurement Guidance*.

# Founding Members



# Established Members





# Initiatives

- Training workshop & seminar
- Experience sharing
- Benchmarking survey
- Setting of improvement objectives
- Site Visits
- Quick wins
- Sustainable Procurement Awards (2H-2021)

## Benchmarking Survey

Top Management Commitment 最高管理層承諾					
	Not yet implemented 尚未實施	Planned to implement 計劃實施	Pilot implemented, planning to fully implement 試點實施, 計劃全面落實	Always practicing but NO written guidelines 經常實踐, 但並無指引	Always practicing and HAVE written guidelines 經常實踐, 並具有指引
Organization has written policy to protect environment. 組織制定了保護環境的書面政策(方針)。	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Organization has written procurement policy committed to procure sustainably amongst the supply chain partners. 組織制定了書面採購政策(方針), 承諾在供應鏈合作夥伴之間實現可持續採購。	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Organization has communicated the sustainable procurement policy to stakeholders including all staff and key suppliers for getting their support. 組織有將可持續採購政策(方針)傳達給利益相關者, 包括所有員工和主要的供應商, 以獲得他們的支持。	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

## Site Visits



# Quick Wins

## Objective of Quick Win

A quick win is an improvement that is visible, has immediate benefit, and can be delivered quickly to the organizations. The best quick wins are easy to implement, inexpensive, and of course can be rapidly implemented.

## Criteria for Quick Win

- Requires minimal or no capital expenditure
- Low risk
- Known root cause and obvious solution
- Narrow and focused scope
- Many stakeholders could buy-in
- High confidence of a positive impact
- Improvements may be implemented within 60 – 90 days
- Project team authority to implement the changes

**Let's get something  
done together!**

# Quick Wins 2020

These are quick “wins” that can be implemented immediately and agreed with members to work in 2020 and beyond.

1. Procurement policy with economic, environmental, social considerations	6. Stop purchase of one-off plastic bottle water*
2. Copying paper with recycled contents or FSC-certified or equivalent*	7. Installation of flow controllers on water taps on own premises*
3. T5 fluorescent lamp or LED lamp*	8. Souvenirs, trophies and flags from social enterprises
4. Refillable stationery items & refills*	9. Catering services for special occasions from social enterprises
5. Recycled toners for printers*	10. Name card printed with recycled paper

\* Cost saving item

# Key Challenges

- Cost consideration is still an obstacle and challenge for implementing green purchasing.
- Change management is important for company-wide adoption of green purchasing.
  - Behavior changed from “Buy Bottled Water” to “Bring Your Own Bottle” or from “Exchange Paper Business Card” to “Exchange Digital Business Card”
- Green purchasing must get the support, as well as engagement with all relevant stakeholders to adopt green products/services or practices.



Scan Me



**CHALLENGE**



# Quick Wins 2021



Procurement Governance	Environmental
<ul style="list-style-type: none"> <li>• Incorporate sustainable procurement practices into existing procedures</li> <li>• Add mandatory environmental and social criteria in tender requirements</li> <li>• Award scores for sustainable criteria in tender evaluation</li> <li>• Report percentage of local procurement</li> </ul>	<ul style="list-style-type: none"> <li>• Specify green specifications for office renovation work</li> <li>• Specify green specifications for toilet paper and paper towel</li> <li>• Specify green specifications for cleaning products (including cleaning services)</li> <li>• Specify water and energy-consuming equipment or appliance with labels certified high-efficient*</li> <li>• Specify personal computers with upgradeable components*</li> <li>• Set up tray to collect single-sided printouts for reuse*</li> <li>• Set up waste separation bins or facilities for collecting recyclables*</li> <li>• Set up life cycle costing guidelines for purchasing of high-value and durable assets*</li> </ul>
Social	
<ul style="list-style-type: none"> <li>• Purchase fair trade certified goods</li> <li>• Build capacity of procurement staff on sustainable procurement</li> <li>• Major products or services are provided by suppliers who have implemented EMS and/or OH&amp;S management system</li> </ul>	

# Thank You

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