

Essential questions to ask your suppliers

FOR SUSTAINABLE PROCUREMENT

The following questions should be answered with regard to business operations, the product / service lifecycle, and your supply chain. Consider raw materials, manufacturing, distribution, use, and product end-of-life. Consider how your actions apply to the specific project / contract.

ENVIRONMENTAL

1. Does your business measure its carbon emissions?

Yes / No

2. What actions have you taken to reduce your carbon emissions?

(e.g. measurement of product / service carbon emissions, including scopes 1, 2 or 3, measurement of organisation's carbon footprint, action plan to reduce emissions, commitments to reduce emissions, carbon offsets, carbon neutral or carbon positive status, specific carbon reduction results)

3. Does your business measure the waste it creates?

Yes / No

4. What actions have you taken to reduce waste?

(e.g. identifying or measuring waste streams, reducing waste from business processes, designing out waste, product stewardship scheme, commitments or targets to eliminate waste, using circular economy principles)

5. What actions have you taken to regenerate nature?

(e.g. measuring or reducing water usage, volunteering time and skills, biodiversity initiatives, donating to projects, investing in nature regeneration projects, sourcing sustainable raw materials)

SOCIAL / CULTURAL

6. What actions have you taken to create a positive impact on your workforce and your suppliers' workforce?

(e.g. providing workers with more than minimum rights, keeping workers healthy and safe, having channels for workers to report issues, gender equity, diversity and inclusion, learning and development, employee wellbeing, living wage, offering an ethical KiwiSaver scheme)

7. What actions have you taken to create a positive impact on your local community?

(e.g. initiatives supporting community groups, addressing social challenges, supporting Māori communities)

ECONOMIC

8. Do you have a sustainable procurement policy?

Yes / No

9. How do you ensure you are procuring sustainably?

(e.g. a sustainable procurement policy, or a weighting/prioritisation for sustainability in your policy, a modern slavery statement, supplier diversity strategy. Procuring from social enterprises, impact-led organisations, local SMEs, Māori/ Pasifika-owned businesses)

10. Do you make responsible, sustainable investments?

(e.g. use an ethical investment organisation)