



## EPP

### Introduction

**Environmentally Preferable Purchasing (EPP)** (also referred to as sustainable procurement) is an integral part of a facility's sustainability program and permeates almost every functional area of a hospital or health care facility. Questions related to EPP are distributed throughout this application on different pages--so the end users of the products and services can provide responses and indicate their progress on sustainable procurement in their departments. **Practice Greenhealth's Sustainable Procurement Specifications and Resources Toolkit** can provide staff with useful EPP tools and resources.

The questions below cover **EPP infrastructure and purchasing issues** not found elsewhere in the Award application.

### Infrastructure for EPP

**1.** Did the facility engage with supply chain leadership on environmentally preferable purchasing activities in 2019?

- ☐ Yes  
☐ No

**2.** Has the facility made the evaluation of purchases **based on environmental criteria** a responsibility or deliverable within an existing job role?

- ☒ Yes  
☐ No

**2.a** Please describe the included **sustainable purchasing responsibilities** and the position responsible:

**3.** Does the facility have an **EPP or sustainable procurement policy** that is considered when making **purchasing decisions**?

- ☒ Yes  
☐ No

**3.a** Please attach EPP policy or language:

**3.b** Please check all attributes included in EPP policy:

- ☐ Energy efficiency  
☐ Water efficiency  
☐ Excessive packaging  
☐ Recycled content of product  
☐ Recyclability  
☐ Avoiding chemicals of concern  
☐ Reusable (vs. single-use) products  
☐ Waste minimization  
☐ Whether the product becomes or generates hazardous waste  
☐ End of life product management (eg. take back)  
☐ Green building products

**4.** If your facility **specifies EPP implementation strategies** in a resource other than your EPP policy, please attach.

**5.** Did the facility train **supply chain, procurement staff and/or those responsible for purchasing** on sustainable procurement?

- ☒ Yes  
☐ No

**5.a** Please describe the training, which roles were trained, and any identified outcomes:



## Contracting For Environmentally Preferable Products

**6.** Did the facility and/or supply chain set any organizational EPP goals for 2019?

- ☒ Yes  
☐ No

**6.a** Please describe the goal(s), progress achieved and any outcomes:

**7.** Has the facility created a formal process to review upcoming contracts for sustainable procurement opportunities?

- ☒ Yes  
☐ No

**7.a** Please describe process for reviewing upcoming contracts for environmental attributes:

**8.** Is there a sustainability champion represented on contracts/procurement/value analysis review teams?

- ☐ Yes  
☐ No

**9.** Has a contract team included **scoring and weighting of sustainability criteria** in at least one contract?

- ☒ Yes  
☐ No

**9.a** Please describe how sustainability is scored and weighted:

**10.** When making purchasing decisions, has the facility assessed the **total cost of ownership** or life cycle costing to identify cost savings and award a contract?

- ☒ Yes  
☐ No

For more information on determining the total cost of ownership for sustainable products and services, see the [Greenhealth Cost of Ownership Calculator](#)

**10.a** Please describe:

**11.** Does the facility include **environmental criteria** in the sourcing process (such as through the RFI/RFPs, value analysis, or data provided by your GPO)?

- ☒ Yes  
☐ No

**11.a** Please indicate how the facility utilized **environmental criteria in the sourcing process**: (Please check all that apply.)

- ☐ With product evaluation/value analysis team  
☐ In one or more RFIs/RFPs in 2019  
☐ In organization's product standards  
☐ Ensured inclusion in a GPO contract or other contract in 2019  
☐ In final contract language with identified goals and metrics  
☐ In business review meetings to evaluate vendor's progress meeting EPP goals

## GPO Purchasing

**12.** To which GPO does the facility belong?

**13.** Does the facility have a representative on a **GPO Advisory Board or Committee** that makes **contracting decisions**? (with an external GPO or your own GPO)

- ☒ Yes



- ☐ No
- ☐ Not Applicable because we don't use a Group Purchasing Organization

**13.a** Name of representative on a GPO Advisory Board:

**13.b** Title of representative on a GPO Advisory Board:

**14.** Does the facility provide its GPO **comments or regular feedback** about its EPP needs (through a sustainability committee or other forum)?

- ☒ Yes
- ☐ No
- ☐ Not Applicable because we don't use a Group Purchasing Organization

**14.a** Please describe engagement with GPO on EPP needs:

**14.b** Has the facility's work with its GPO resulted in any improved/additional EPP products or services offered?

- ☒ Yes
- ☐ No

**14.b.a** Please explain:

## Direct Purchasing

**15.** Has the facility purchased any **environmentally preferable products or services** in 2019?

- ☒ Yes
- ☐ No

Please indicate contracts for products or services that included environmental attributes in 2019. Please select the product/service category from dropdown, and then indicate product or services, and corresponding environmental attributes that were included in the contract. Use the **Sustainable Products Directory** as guidance for relevant environmental attributes.

**Table A. Contracts with EPP Considerations**

Product/Service Category	Product/Service Name	Environmental Attribute(s)	Supplier
<b>15.a</b> Select an option... ▾	<b>15.b</b> <input type="text"/>	<b>15.c</b> <input type="text"/>	<b>15.d</b> <input type="text"/>
<b>15.e</b> Select an option... ▾	<b>15.f</b> <input type="text"/>	<b>15.g</b> <input type="text"/>	<b>15.h</b> <input type="text"/>
<b>15.i</b> Select an option... ▾	<b>15.j</b> <input type="text"/>	<b>15.k</b> <input type="text"/>	<b>15.l</b> <input type="text"/>
<b>15.m</b> Select an option... ▾	<b>15.n</b> <input type="text"/>	<b>15.o</b> <input type="text"/>	<b>15.p</b> <input type="text"/>
<b>15.q</b> Select an option... ▾	<b>15.r</b> <input type="text"/>	<b>15.s</b> <input type="text"/>	<b>15.t</b> <input type="text"/>

**16.** Has the facility **engaged suppliers** in its EPP work?

- ☒ Yes
- ☐ No



**16.a** Please describe **supplier engagement activities** with an EPP focus conducted in the last 12 months and results.

**16.b** Please attach documentation:

## Measuring EPP Performance

**17.** Does the facility **track and report metrics** regarding **green spend** (what is spent on environmentally preferable products)?

☒ Yes

☐ No

**17.a** Please explain how the facility tracks green spend:

**18.** Does the organization purchase copy paper made with **post-consumer recycled content**?

☒ Yes

☐ No

Table B below tracks spend on copy paper with varying levels of post-consumer recycled content. Please indicate the annual spend on copy paper for each of the different post-consumer recycled content levels.

The **Comprehensive Procurement Guidelines (CPG)** require federal agencies to purchase at least paper with at least 30% post-consumer recycled content. Other applicable standards include:

- **Ecologo/UL 2771 Standard for Sustainable Paper Products**
- **Green Seal 07 Standard for Printing and Writing Paper**
- **FSC Recycled**

**Table B. Green Spend on Copy Paper**

Percent Recycled Content	Annual Spend in \$
0%	<b>18.a</b> <input type="text"/>
10-29%	<b>18.b</b> <input type="text"/>
30-49%	<b>18.c</b> <input type="text"/>
50-69%	<b>18.d</b> <input type="text"/>
70-89%	<b>18.e</b> <input type="text"/>
90-100%	<b>18.f</b> <input type="text"/>
<b>Total Green Spend on Office Paper</b>	<b>18.g</b> 0 <input type="text"/>
<b>Total spend on ALL Office Paper</b>	<b>18.h</b> 0 <input type="text"/>
<b>Percent Green Spend on Office Paper</b>	<b>18.i</b> 0 <input type="text"/>



**18.j** Has the facility limited options within its **purchasing system/catalog** to ensure that all white copy paper purchased contains at least 30% post-consumer recycled content?

- ☐ Yes  
☐ No

**19.** Did the facility purchase **EPEAT**-registered products in 2019, in alignment with Practice Greenhealth's **Greener Electronics Goal**?

- ☒ Yes  
☐ No

**EPEAT** is an environmental product rating system that evaluates and rates high-performance electronics. Learn more at: [EPEAT](#).

**19.a** Which of the following **EPEAT product types** does the facility purchase? Check all that apply:

- ☒ EPEAT-registered computers, monitors and laptops  
☒ EPEAT-registered imaging equipment (copiers, printers, fax, MFD, scanners, digital duplicators, mailing machines)  
☒ EPEAT-registered televisions  
☒ EPEAT-registered mobile phones

Spend on EPEAT-registered computers, monitors, and laptops in 2019 (\$)	Spend on conventional computers, monitors, and laptops in 2019 (\$)	Total Spend on computers, monitors, and laptops in 2019 (\$)	Percent Green Spend
<b>19.a.a</b>	<b>19.a.b</b>	<b>19.a.c</b>	<b>19.a.d</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Spend on EPEAT-registered imaging equipment in 2019 (\$)	Spend on conventional imaging equipment in 2019 (\$)	Total Spend on imaging equipment in 2019 (\$)	Percent Green Spend
<b>19.a.e</b>	<b>19.a.f</b>	<b>19.a.g</b>	<b>19.a.h</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Spend on EPEAT-registered televisions in 2019 (\$)	Spend on conventional televisions in 2019 (\$)	Total Spend on televisions in 2019 (\$)	Percent Green Spend
<b>19.a.i</b>	<b>19.a.j</b>	<b>19.a.k</b>	<b>19.a.l</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Spend on EPEAT-registered mobile phones in 2019 (\$)	Spend on conventional mobile phones in 2019 (\$)	Total Spend on mobile phones in 2019 (\$)	Percent Green Spend
<b>19.a.m</b>	<b>19.a.n</b>	<b>19.a.o</b>	<b>19.a.p</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total spend on EPEAT-registered devices	Total spend on conventional devices	Total spend on all devices	Total percent green spend on EPEAT-registered devices
<b>19.b</b>	<b>19.c</b>	<b>19.d</b>	<b>19.e</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**19.f** Did the facility achieve at least 80% total green spend on **EPEAT**-registered devices?

- ☐ Yes  
☐ No

If your facility is tracking its spend on **EPEAT**-registered devices, you may qualify for an **EPEAT** Purchaser Award through the Green Electronics Council. [Learn more.](#)

**20.** Did the facility work with its suppliers to reduce the environmental impact of **supply transport and deliveries**?

- ☒ Yes  
☐ No

**20.a** Please select all strategies the facility used in 2019 to reduce the environmental impact of supply deliveries:

- ☐ Request vendors become an EPA SmartWay Shipper Partner



- ☐ Use alternative-fueled vehicles for supply delivery  
☐ Use low emitting or fuel efficient vehicles for supply delivery  
☐ Reduced days of delivery (e.g., no deliveries on Monday)  
☐ Implemented No Idling policy  
☐ Minimizing packaging for transportation efficiencies  
☒ Other

**20.a.a** Please describe other strategies used to reduce the environmental impact of supply transport and deliveries:

### Other EPP Program Successes

Please describe any **successful or innovative EPP project(s)** (such as EPP-related staff training, contracting process improvement, supplier engagement strategy, measurement, policy strategy, and improved purchasing of products/services, etc.)

Please Note: It's important not to leave this section blank. Because supply chain is such an integral part of an organization's sustainability program, responses to this section may be similar to those listed on other pages of this award application--but should focus on supply chain's role in the success.

**21.** EPP Success 1: Please describe

**22.** Please attach any additional documentation (optional) for EPP Success 1:

**23.** EPP Success 2: Please describe

**24.** Please attach any additional documentation (optional) for EPP Success 2:

**25.** Did the facility write any internal or external articles or documentation describing your EPP successes (such as **EPP Case Studies**)?

- ☐ Yes  
☐ No

### Summary of EPP Activities from Other Categories

Environmentally Preferable Purchasing (EPP) is a critical component of nearly every environmentally preferred product and process within a facility, and is integral to the success of a strong sustainability program. Below is a **compilation of your facility's answers to EPP-related questions** from other category pages of this application. **You do not need to answer any questions in this section--** the answers will be brought over and displayed here to illustrate the **strength and breadth of environmentally preferable purchasing** across your facility.

**Table B. Summary of EPP Activities from Other Categories**

Category	Question	Response
Waste	Has the facility implemented a <b>Reusable Sharps Container</b> program?	<b>26.</b> Yes
Waste	Has the facility established a contract with a <b>certified electronics waste/recycling vendor</b> that is <b>certified to e-Stewards</b> (or subcontractors that use e-Stewards certified vendors) for legal and environmentally responsible electronics (or e-waste) management and recycling?	<b>27.</b> Yes
Chemicals	Does the facility have <b>chemical or purchasing policies</b> that identify and avoid <b>specific chemicals of concern</b> contained in products that may be hazardous to human health and the environment?	<b>28.</b> Yes
Chemicals	Does the facility utilize any <b>Green Seal or UL ECOLOGO-certified</b> cleaning products?	<b>29.</b> Yes



<b>Chemicals</b>	Has the facility eliminated <u>DEHP and PVC</u> from at least <b>two</b> product lines?	<b>30.</b> Yes <input type="text"/>
<b>Chemicals</b>	Is the facility actively working to purchase furnishings and furniture <b>that eliminate the use of all</b> of the following target chemicals: flame retardants, formaldehyde, perfluorinated compounds, PVC (vinyl) and antimicrobials, in alignment with Practice Greenhealth's <b>Healthy Interiors Goal</b> ?	<b>31.</b> Yes <input type="text"/>
<b>Greening the OR</b>	Has your facility implemented a single-use device (SUD) reprocessing program by an FDA-approved third party reprocessor?	<b>32.</b> <input type="text"/>
<b>Greening the OR</b>	Does the facility <b>purchase reusable surgical items</b> where environmentally and clinically preferable?	<b>33.</b> <input type="text"/>
<b>Food</b>	Does the facility preferentially purchase <b>sustainably-produced</b> meat and poultry?	<b>34.</b> Yes <input type="text"/>
<b>Food</b>	Has the facility purchased locally grown and produced foods? Local is defined as grown/raised and processed less than 250 miles from the facility.	<b>35.</b> Yes <input type="text"/>
<b>Food</b>	Has the facility purchased sustainably grown and produced foods? Sustainable is defined as a product that has an allowed sustainability certification or label claim in 2019.	<b>36.</b> Yes <input type="text"/>
<b>Food</b>	Is the facility purchasing <b>certified commercially compostable food serveware</b> (such as certified by Biodegradable Products Institute (BPI)) where single-use/disposable items are necessary?	<b>37.</b> Yes <input type="text"/>
<b>Energy</b>	Does the facility generate or purchase renewable energy?	<b>38.</b> Yes <input type="text"/>
<b>Energy</b>	Does the facility <b>purchase energy-efficient equipment</b> that is <b>EnergyStar</b> labeled?	<b>39.</b> Yes <input type="text"/>
<b>Climate</b>	Does the facility purchase <b>green* vehicles</b> for transportation purposes?	<b>40.</b> 0 <input type="text"/>
<b>Green Building</b>	Has the organization integrated any green/sustainable aspects into <b>Master Specifications</b> for all new buildings/renovations?	<b>41.</b> Yes <input type="text"/>
<b>Green Building</b>	Does the organization require its designers, builders and contractors to have experience with LEED or other green building rating systems?	<b>42.</b> 0 <input type="text"/>
<b>Green Building</b>	Has the organization added language to contract specifications that building contractors will follow LEED or GGHC requirements and provide documentation?	<b>43.</b> Yes <input type="text"/>
<b>Green Building</b>	Has the facility consciously selected flooring, wall coverings, paints, materials, finishes, furniture or exterior materials that avoid chemicals of concern?	<b>44.</b> Yes <input type="text"/>

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