

Green Public Procurement

A tool for achieving national
environmental quality objectives

REPORT 6600 • NOVEMBER 2013



Green Public Procurement

—

a tool for achieving national environmental quality objectives

Kristna von Oelreich and Märta Philp

Orders

Order tel: +46 (0)8-505 933 40

Order fax: +46 (0)8-505 933 99

Email: natur@cm.se

Postal address: CM Gruppen AB, Box 110 93, 161 11 Bromma, Sweden

Internet: www.naturvardsverket.se/publikationer

Swedish Environmental Protection Agency

Tel: +46 (0)10-698 10 00 Fax: +46 (0)10-698 10 99

Email: registrator@naturvardsverket.se

Postal address: Naturvårdsverket, 106 48 Stockholm

Internet: www.naturvardsverket.se

ISBN 978-91-620-6600-0

ISSN 0282-7298

© Naturvårdsverket 2013

Printer: CM Gruppen AB, Bromma 2013

Cover: SXC

Foreword

The public sector has responsibility for helping to achieve the generational goal and the Swedish 16 national environmental quality objectives. Green Public Procurement (GPP) of goods and services has been identified as an important policy instrument for achieving these goals.

The aim of stipulating environmental requirements in the purchasing of goods and services is to reduce environmental impact and contribute to sustainable consumption and production patterns.

The Swedish Environmental Protection Agency (SEPA) has conducted a survey with the aim of periodically monitoring how government agencies, municipalities, county councils and government companies are working to establish environmental requirements in connection with the purchasing of goods and services.

The report is presented by Kristina von Oelreich and Märta Philp from the Swedish Environmental Protection Agency in cooperation with Sofia Hultåker Hammarström from the opinion research firm SKOP.

Survey results have been analysed with the help of Susanne Lång from the Swedish Environmental Management Council, Anna Samulesson from SEPA, Susanna Fink from PostNord, Frida Haag from SKL Kommentus and Anna Ekberg from the Legal, Financial and Administrative Services Agency.

Stockholm, november 2013
Swedish Environmental Protection Agency

Contents

FOREWORD	5
1 SAMMANFATTNING	8
2 SUMMARY	11
3 INTRODUCTION	14
3.1 Background	14
3.2 Aims	14
3.3 Target group	14
3.4 Method and selection	14
3.5 Questionnaire	14
3.6 Implementation	14
3.7 Response rate	15
4 SURVEY RESULTS	16
4.1 Introduction	16
4.2 Facts about the organisation and its purchasing	16
Type of organisation	16
Number of employees	16
Annual purchasing volume	16
Laws	17
Main purchasing method	17
How purchasing is organised	18
4.3 Leadership and control	19
What models for quality/environment guide the organisation	19
Environmental review	20
Taking into account the 16 national environmental quality objectives	20
Purchasing/procurement policy	21
Environmental policy	21
Integral purchasing process	22
Monitoring and assessing purchases	23
Internal environmental objectives	23
Are environmental objectives followed up?	24
Purchasing organisation/procedures for environmental considerations	24
System for control of purchasing	25
Environmentally compliant purchasing as a strategic tool	25

4.4	Purchasing expertise	26
	Training for people in positions of leadership	26
	Training for people who carry out purchasing	27
	Environmental expertise	27
4.5	Implementation of the purchase – preparatory work	29
	Needs and market analysis	29
	The environmental perspective in the purchasing process	29
4.6	Implementation of the purchase -	30
	Stipulating requirements	30
	Environmental requirements	30
	Environment requirements when purchasing	31
	Type of environmental requirements	31
	How environmental requirements are stipulated	32
	With which purchases are environmental requirements stipulated?	33
	Call-off from framework agreement	33
	Tools and guidelines	34
4.7	Implementation of the purchase - assessment	35
	Environmental requirements in connection with assessment	35
	Use of total cost/life cycle cost calculations	36
4.8	Implementation of the purchase – follow-up	36
	Following up environmental requirements	36
	Type of follow-up	37
4.9	Opportunities and obstacles	38
	Environmental requirements in connection with purchasing	38
	The greatest obstacles for environmentally compliant purchasing	39
	Stipulating environmental requirements to a greater extent	39
4.10	Environmental and social considerations in public procurement	41
4.11	Environmental compliance of procurement	41
5	CONCLUSIONS AND COMMENTS	43
5.1	Introduction	43
5.2	Leadership and control	43
5.3	Expertise	45
5.4	Implementation of procurements	46
	APPENDIX 1 QUESTIONNAIRE	48

1 Sammanfattning

Naturvårdsverket har regelbundet genomfört enkätundersökningar för att följa upp i vilken utsträckning miljökrav ställs vid offentlig upphandling i Sverige. Enkätundersökningar har genomförts år 2004, 2007 och 2009. Målgruppen för undersökningarna har varit upphandlingsansvariga inom kommuner, landsting och myndigheter.

Naturvårdsverket har genomfört en ny enkätundersökning under år 2013. Målgruppen har inte endast varit upphandlingsansvariga inom kommuner, landsting och myndigheter utan också upphandlingsansvariga inom statliga bolag och ambassader tillhörande Utrikesdepartementet.

Metod, målgrupp och frågorna i enkätundersökningen har i jämförelse med tidigare års undersökningar förändrats varvid jämförelserna med tidigare undersökningar är mycket få och övergripande.

Slutsatserna som dras från workshopen och resultatet från undersökningen är att miljökraven som ställs i inköp har ökat och därmed har kunskapen och arbetet med att ställa miljökrav blivit bättre. Enkäten visar bland annat att flertalet av de organisationer som svarat på enkäten har styrande dokument som t.ex. inköspolicys som ställer krav på att inköpen ska miljöanpassas. Trots att dessa styrdokument finns så visar undersökningen att det inte ställs miljökrav i inköpen i den utsträckning som kan önskas. En slutsats som dras är att ledningen på olika nivåer i organisationen behöver bli bättre på att följa upp och efterfråga att miljökrav verkligen ställs i inköpen. Undersökningen visar också att flertalet av organisationerna har både en centraliserad och decentraliserad inköpsorganisation, vilket också kan få betydelse för hur miljökraven ställs i samband med inköpen.

Det finns en tendens att många tror att det kostar mer och tar längre tid att genomföra inköp om miljökrav ställs. Trots detta vill flertalet av organisationerna ställa miljökrav och det som efterfrågas är fler och enklare verktyg, d.v.s. konkret hjälp i enskilda fall med att formulera miljökrav för olika typer av inköp.

För att nå dit krävs bättre utbildningar och att de som tillhandahåller utbildning har rätt bakgrund och kompetens. Det krävs också ett bättre internt samarbete mellan miljökunnsig personal och inköpare. För att bidra till en minskad miljöpåverkan bör organisationer ställa miljökrav i första hand utifrån några prioriterade områden som t.ex. inom energi, byggsektorn, transporter, livsmedel, kemikalier och IT.

Miljöanpassade inköp är ett viktigt styrmedel för att bidra till Generationsmålet och att de nationella miljö kvalitetsmålen uppnås. För att miljöanpassade inköp ska få den genomslagskraft som önskas så behöver frågan följas upp och efterfrågas på den politiska nivån i betydligt större utsträckning än vad som sker idag.

De viktigaste resultaten från årets undersökning är indelade utifrån nedanstående områden: (2009 års resultat inom parentes där så är jämförbart).

Ledning och styrning

- 31 procent har genomfört en miljöutredning som omfattar arbetet med miljöanpassade inköp
- 72 procent tog hänsyn till de 16 nationella miljö kvalitetsmålen i miljöutredningen
- 54 procent av organisationerna ser miljöanpassade inköp som ett strategiskt verktyg för att nå generationsmålet och de nationella miljö kvalitetsmålen
- 84(82) procent svarar att deras organisation har en inköps-/upphandlingspolicy eller några centrala riktlinjer som inkluderar miljöhänsyn vid inköp
- 66 procent svarar att organisationen har en miljöpolicy som innehåller frågor kring miljöanpassade inköp
- 53 (52) procent av organisationerna har interna miljömål och/eller handlingsplaner för miljöanpassade inköp
- 56 procent av de organisationer som har interna miljömål har mätbara miljömål som följs upp och utvärderas av ledningen
- 55 procent av organisationerna har inköpsorganisationer och/eller rutiner för att säkerställa att miljöhänsyn tas i samband med att inköpen genomförs

Inköpskompetens

- 21 procent svarar att personer i ledande ställning genomgått någon utbildning i miljöanpassad offentlig upphandling och 18 procent i miljöanpassade inköp
- 34 procent svarar att personer som genomför inköp genomgått någon utbildning i miljöanpassad offentlig upphandling och 29 procent i miljöanpassade inköp
- 59 procent svarar att det finns personal med miljökompetens som kan hjälpa till att formulera miljökrav och 53 procent som kan värdera anbud och följa upp avtalet under avtalstiden

Genomförandet av inköpet

- 39 procent genomför alltid eller oftast en behovs-/marknadsanalys ur ett miljöperspektiv inför ett inköp
- 86 procent av organisationerna tar in miljöperspektivet när kraven på produkten/tjänsten utformas
- 70 (57) procent av organisationerna ställer alltid eller oftast miljökrav vid inköp
- 78 (52) procent väljer de miljöbästa produkterna/tjänsterna vid avrop från ramavtal

- 12 procent svarar att de tycker att det är lätt att ställa miljökrav i samband med inköp
- 60 (57) procent svarar att de använder Miljöstyrningsrådets upphandlingskriterier

Möjligheter och hinder

- 64 procent svarar att det största hindret för miljöanpassade inköp är bristande kunskap

2 Summary

The Swedish Environmental Protection Agency (SEPA) has conducted surveys on a regular basis to follow up on the extent to which environmental requirements are stipulated in public procurement in Sweden. Surveys have been carried out in 2004, 2007 and 2009. The target group for the surveys has been people responsible for procurement in municipalities, county councils and government agencies.

SEPA conducted a new survey in 2013. The target group was not only people responsible for procurement in municipalities, county councils and government agencies, but also responsible personnel in government companies and embassies associated with the Swedish Ministry for Foreign Affairs.

In comparison with previous surveys, the method, target group and questions in the survey questionnaire have been altered so correlations with previous surveys are very few and general.

Conclusions drawn from the workshop and results of the survey are that environmental requirements stipulated in procurements have increased, and as a result there has been improvement in knowledge of environmental requirements and efforts to incorporate them. Among other things, the survey indicates that the majority of the organisations responding to the survey have governing documents, such as purchasing policies, that specify that purchases should be environmentally compliant. Despite the existence of these documents, the study indicates that environmental requirements are not stipulated in purchasing to the extent desired. One conclusion that can be drawn is that management at different levels of the organisation needs to be better at following up and demanding that environmental requirements actually are stipulated in the purchases. The survey also shows that most organisations have both a centralised and decentralised purchasing organisation, which also can have a significant impact on how environmental requirements are stipulated in connection with purchases.

There is a tendency for many people to believe that it costs more and takes a longer time to carry out procurement if environmental requirements are included. Despite this, the majority of organisations want to stipulate environmental requirements, and what is being requested are more and simpler tools – i.e., concrete help in individual cases with formulating environmental requirements for different types of purchases.

To achieve this, better training is required, and those who provide training need to have the right background and expertise. There is also a need for better internal collaboration between people knowledgeable about the environment and purchasers. To help reduce environmental impacts, organisations should first of all stipulate environmental requirements on the basis of some prioritised areas, such as

within energy, the construction sector, transportation, food products, chemicals and information technology.

Environmentally compliant purchasing is an important policy instrument for helping to achieve the generational goal and national environmental quality objectives. In order for environmentally compliant purchases to have the desirable impact, the issue must be followed up and demanded at the political level to a much great extent than what is happening today.

The most important results from this year's survey have been divided up into the areas listed below (2009 results are in parentheses when they are comparable).

Leadership and control

- 31 percent have conducted an environmental review that includes work with environmentally compliant purchases
- 72 percent took the 16 national environmental quality objectives into consideration in the environmental review
- 54 percent of the organisations regard environmentally compliant purchases as a strategic tool for achieving the generational goal and national environmental quality objectives
- 84 (82) percent responded that their organisations have procurement/purchasing policies or some central guidelines that include environmental considerations in purchasing
- 66 percent responded that the organisation has an environmental policy that includes questions about environmentally compliant purchases
- 53 (52) percent of the organisations have internal environmental objectives and/or action plans for environmentally compliant purchases
- 56 percent of the organisations that have internal environmental objectives have measurable environmental objectives that are followed up and evaluated by management
- 55 percent of the organisations have procurement organisations and/or procedures for ensuring that environmental considerations are observed in connection with carrying out purchases

Purchasing expertise

- 21 percent responded that people in management positions have undergone some training in GPP and 18 percent in environmentally compliant purchasing
- 34 percent responded that people who carry out purchasing have undergone some training in GPP and 29 percent in environmentally compliant purchasing
- 59 percent responded that there are personnel with environmental expertise who can help formulate environmental requirements and 53 percent who can evaluate tenders and follow up the agreement during the term of the agreement

Implementation of purchasing

- 39 percent always or usually conduct a needs/market analysis from an environmental perspective before a purchase
- 86 percent of the organisations include the environmental perspective when the requirements for the product/service are drawn up
- 70 (57) percent of the organisations always or usually stipulate environmental requirements when purchasing
- 78 (52) percent choose the products/services that are best for the environment on the basis of specifications in the framework agreement
- 12 percent responded that they think it is easy to stipulate environmental requirements in connection with purchases
- 60 (57) percent responded that they use the Swedish Environmental Management Council's procurement criteria

Opportunities and obstacles

- 64 percent responded that the greatest obstacle for environmentally compliant purchasing is a lack of knowledge

3 Introduction

3.1 Background

Environmentally compliant purchasing is an important policy instrument for creating sustainable consumption and production patterns. The Swedish Environmental Protection Agency has initiated a survey containing questions about environmentally compliant purchasing with a focus on management and control, purchasing expertise, implementation of purchases and what opportunities and obstacles exist with respect to environmentally compliant purchasing.

3.2 Aims

The survey aims to investigate to what extent environmental requirements are stipulated in connection with purchases of goods and services and how the public sector included in the survey deals with the issue.

Survey results aim to provide decision-makers and other parties with knowledge about the state of work with environmentally compliant purchases and what actions ought to be taken to strengthen work with environmentally compliant purchasing.

3.3 Target group

The target group for this survey has been purchasers/buyers at government agencies, including embassies, government companies, county councils and municipalities.

3.4 Method and selection

The survey has been conducted as a Web questionnaire, with every individual in the sample group receiving an individual link.

3.5 Questionnaire

The questionnaire consisted of 40 questions, and it contained mainly questions with fixed alternative answers (see appendix 1).

3.6 Implementation

All individuals in the target group received an invitation to take part in the survey via email. The invitation included a description of the survey as well as a personal link to the Web questionnaire.

3.7 Response rate

Of the 654 surveys sent out, 382 were returned. That represents a response rate of 58%. Of the 382 responses, 195 are from government agencies, 142 from municipalities, 27 from government companies and 12 from county councils. Six respondents did not indicate the type of organisation they belong to.

4 Survey results

4.1 Introduction

This chapter describes the results for every single question posed in the survey. The report on the results follows the same arrangement as the questionnaire. Most results are presented in both written and graphic form. For certain questions, interesting results from the various sub-categories of the target group also are presented. Comments on them appear only in the body text.

The results in the report are not statistically weighted.

4.2 Facts about the organisation and its purchasing

By way of introduction, respondents were asked to answer questions about their own organisation and which purchasing methods are used.

Type of organisation

The following question was asked: "Is your organisation a government agency, government company, county council or municipality?"

Half (52 percent) of those who have responded to the Web questionnaire are government agencies. Almost two out of five (38 percent) are municipalities. Some (7 percent) are government companies, and a few (3 percent) are council councils.

Number of employees

The following question was asked: "About how many employees does your organisation have?"

Slightly more than one fourth (28 percent) have fewer than 100 employees. Thereafter come 101-500 employees (19 percent), 501-1,000 employees (16 percent) and 1,001-5,000 employees (24 percent). One out of seven (14 percent) has more than 5,000 employees.

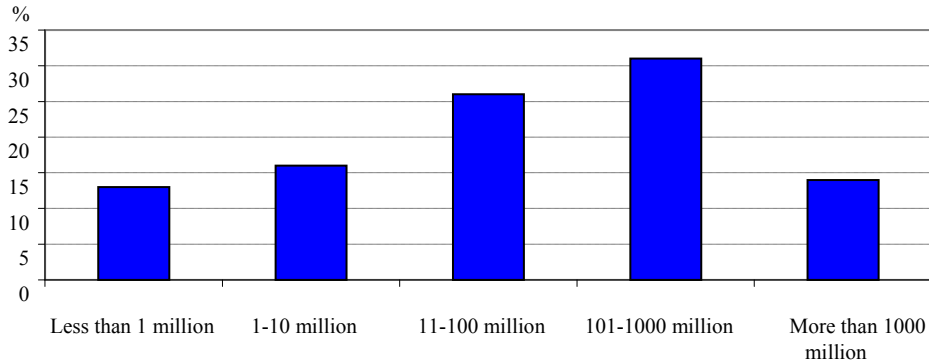
Annual purchasing volume

The following question was asked: "About how large is your organisation's annual purchasing volume, stated in Swedish kronor?"

Slightly more than two out of five (45 percent) have an annual purchasing volume of more than SEK 100 million. One out of seven (14 percent) has an annual purchasing volume of more than SEK 1,000 million. One fourth (26 percent) have annual purchasing of SEK 11-100 million, and one out of six (16 percent) has a

purchasing volume of SEK 1-10 million. Fewer (13 percent) have a purchasing volume of less than SEK 1 million.

About how large is your organisation's annual purchasing volume, stated in Swedish kronor?

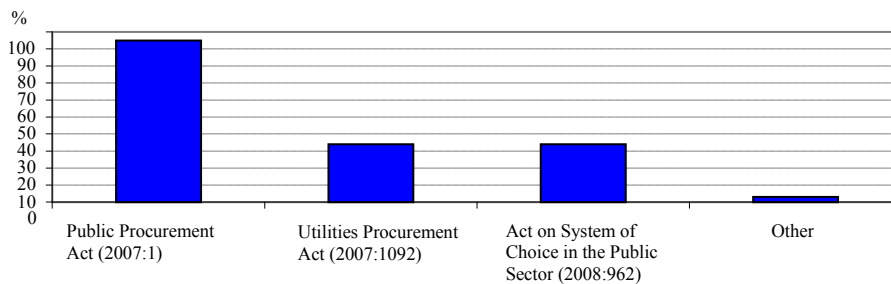


Laws

The following question was asked: "Is your organisation under the jurisdiction of any or some of the following laws?" More than one answer could be given.

Almost all (95 percent) are subject to the Public Procurement Act (LOU). One third are subject to the Utilities Procurement Act (LUF) and the Act on System of Choice in the Public Sector (LOV) (34 percent each). A few (3 percent) responded with some other alternative.

Is your organisation under the jurisdiction of any or some of the following laws?



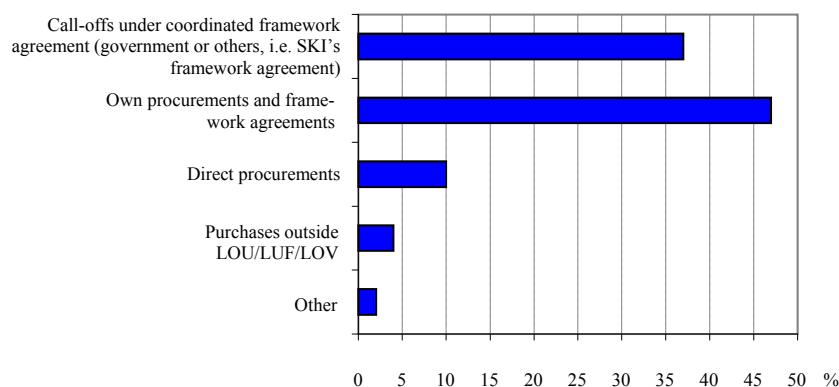
Main purchasing method

The following question was asked: "What is the main purchasing method in your organisation?"

Nearly half (47 percent) handle their own procurements and have their own framework agreements. Slightly more than one third (37 percent) primarily do call-offs under coordinated agreements, and one out of ten (10 percent) uses direct procurements. Some (4 percent) primarily make their purchases outside the Public Procurement and Utilities Procurement Acts and the Act on System of Choice in the Public Sector (LOU/LUF/LOV). Two percent responded with some other alternative.

Municipalities and county councils handle their own procurements and use framework agreements to a greater extent than government agencies and companies. Government agencies do call-offs under coordinated framework agreements to a greater extent than government companies, municipalities and county councils.

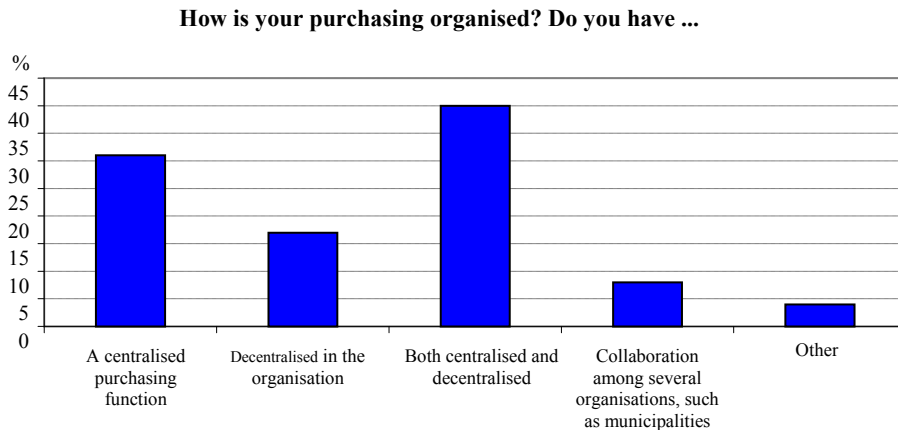
What is the main purchasing method in your organisation?



How purchasing is organised

The following question was asked: "How is your purchasing organised? Do you have a centralised purchasing function, decentralised in the organisation, both centralised and decentralised, collaboration among several organisations, such as municipalities, or something else?"

Two out of five (40 percent) responded that purchasing is both centralised and decentralised. Fewer (31 percent) responded that they have a centralised purchasing function, and one out of six (17 percent) has decentralised purchasing in the organisation. Some (8 percent) collaborate with several organisations. Four percent responded with some other alternative.



Organisations with a large annual volume of purchasing have a centralised purchasing function to a greater extent than others.

4.3 Leadership and control

After the introductory questions about the respondent's own organisation came questions about leadership and control of quality and the environment.

What models for quality/environment guide the organisation

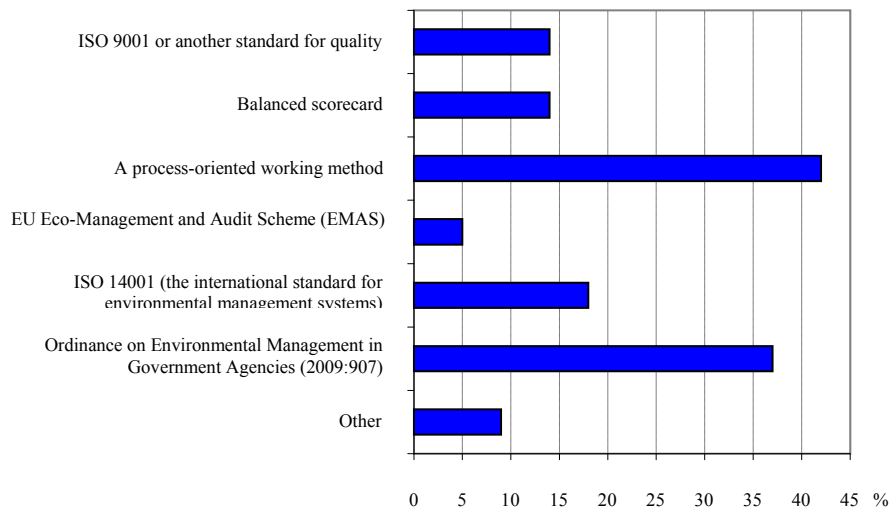
The following question was asked: "Does your organisation get external guidance from any of the following models for quality and/or the environment?" More than one answer could be given.

Slightly more than two out of five (42 percent) responded that the organisation is guided by a process-oriented working method. More than one third (37 percent) indicated that they are guided by the Ordinance on Environmental Management in Government Agencies (2009:907), and fewer (18 percent) are guided by ISO 14001 (the international standard for environmental management systems)

One seventh responded that their organisation is guided by ISO 9001 or another standard for quality or a balanced scorecard (14 percent each), and some (5 percent) responded that they are guided by the EU Eco-Management and Audit Scheme (EMAS). Nine percent responded with some other alternative.

Does your organisation get outside guidance from any of the following models for quality and/or the environment?

More than one answer could be given.

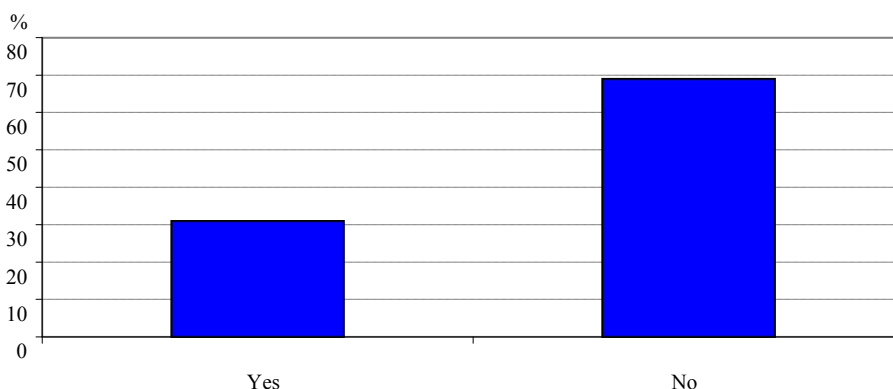


Environmental review

The following question was asked: "Has your organisation conducted an environmental review that encompasses work with GPP?"

Three out of ten (31 percent) have conducted an environmental review that encompasses work with GPP.

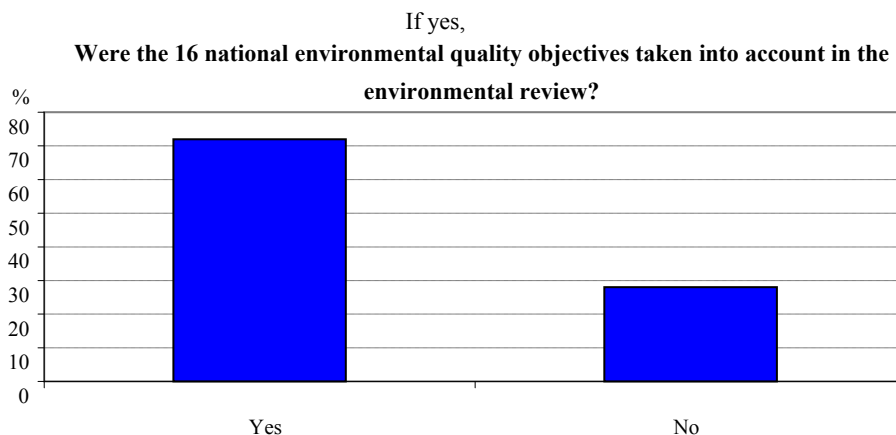
Has your organisation conducted an environmental review that encompasses work with GPP?



Taking into account the 16 national environmental quality objectives

The following question was asked of organisations that had conducted an environmental review: "Were the 16 national environmental quality objectives taken into account in the environmental review?"

Of the organisations that had conducted an environmental review, 72 percent had taken the 16 national environmental quality objectives into account.

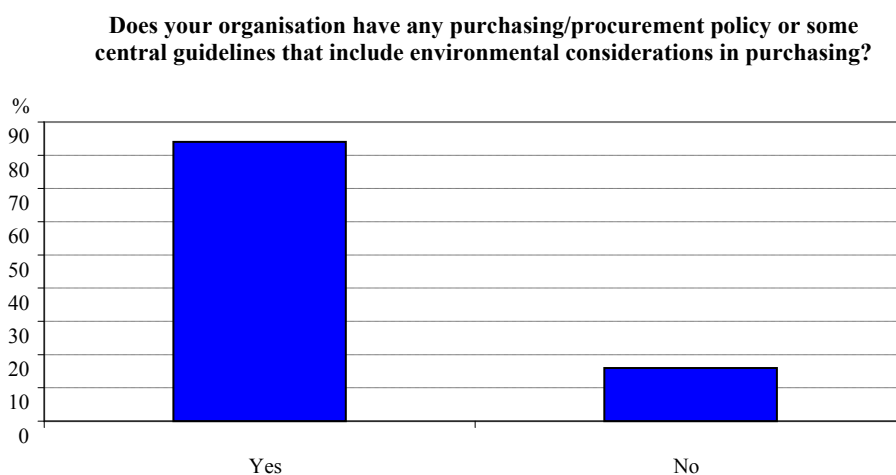


Purchasing/procurement policy

The following question was asked: "Does your organisation have any purchasing/procurement policy or some central guidelines that include environmental considerations in purchasing?"

The majority (84 percent) responded that their organisation has a purchasing/procurement policy or some central guidelines that include environmental considerations in purchasing. Government agencies responded that they do not have a purchasing/procurement policy to a greater extent than the others.

All county councils responded that they have a purchasing/procurement policy.

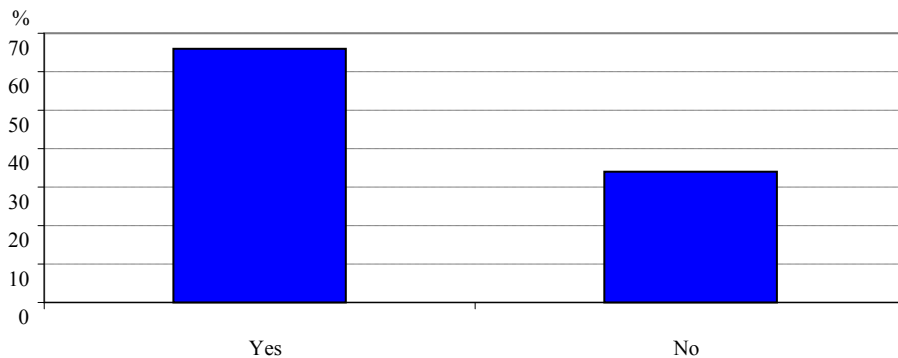


Environmental policy

The following question was asked: "Does your organisation have an environmental policy that covers issues surrounding environmentally compliant purchasing?"

Two thirds (66 percent) responded that their organisation has an environmental policy that covers issues surrounding environmentally compliant purchasing. Organisations with fewer than 100 employees have it to a lesser extent than larger organisations.

Does your organisation have an environmental policy that covers issues surrounding environmentally compliant purchasing?

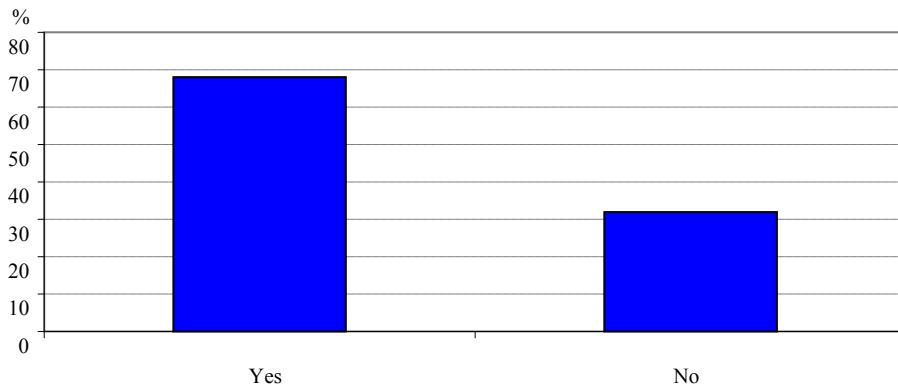


Integrated purchasing process

The following question was asked: "Is your purchasing process an integrated part of the organisation's regular operational planning and monitoring of the budget and finances?"

Two thirds (69 percent) responded that the organisation's purchasing process is an integrated part of the regular operational planning. Among municipalities, the purchasing process is an integrated part of the organisation's regular operational planning and monitoring of the budget and finances to a lesser extent.

Is your purchasing process an integrated part of the organisation's regular operational planning and monitoring of the budget and finances?

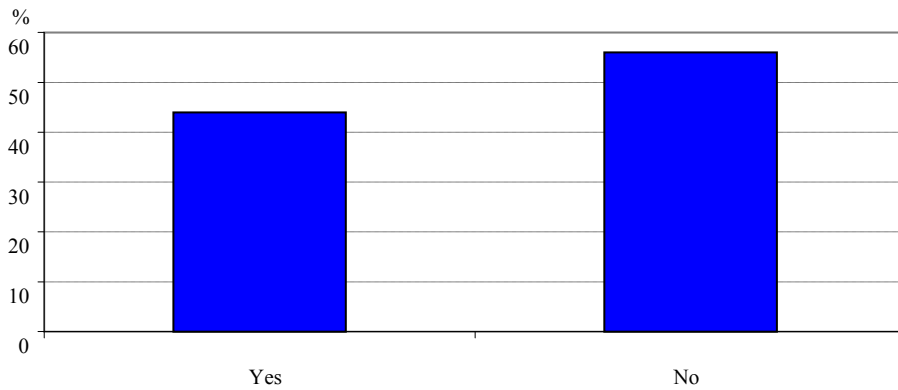


Monitoring and assessing purchases

The following question was asked: "Does the organisation conduct periodic monitoring and assessments of purchases with the support of statistics and indicators/key ratios?"

Almost half (44 percent) of the organisations conduct periodic monitoring and assessments of purchases with the support of statistics and indicators/key ratios. Government agencies do so to a lesser extent than the other organisations.

Does the organisation conduct periodic monitoring and assessments of purchases with the support of statistics and indicators/key ratios?

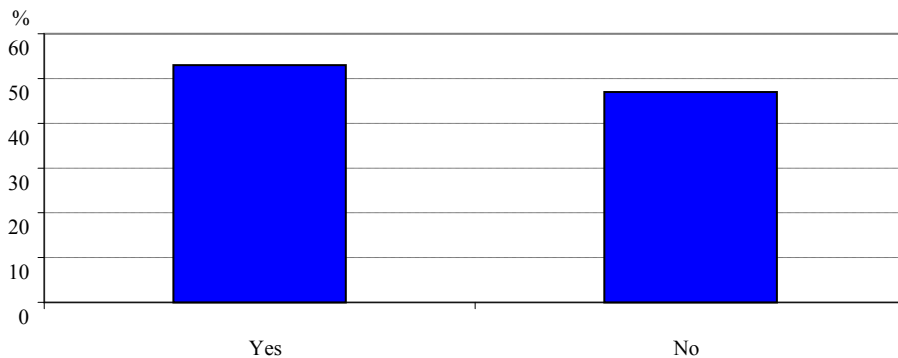


Internal environmental objectives

The following question was asked: "Does your organisation have some internal environmental objectives and/or action plans for environmentally compliant purchasing?"

More than half (53 percent) of the organisations have internal environmental objectives and/or action plans for GPP.

Does your organisation have some internal environmental objectives and/or action plans for GPP?



Are environmental objectives followed up?

The following question was asked of organisations that have internal environmental objectives: "Are the internal environmental objectives for purchasing measurable, and are they followed up and assessed by management?"

More than half (56 percent) of the organisations with internal environmental objectives have measurable environmental objectives that are followed up and assessed by management.

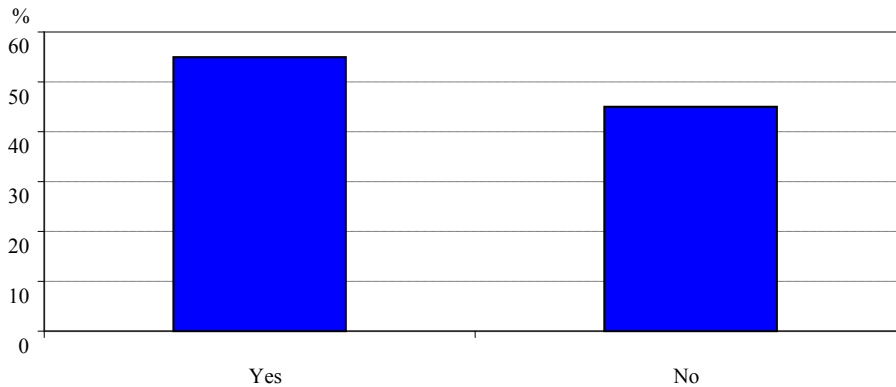


Purchasing organisation/procedures for environmental considerations

The following question was asked: "Does your organisation have a purchasing organisation and/or procedures for ensuring that the environment is considered in connection with implementation of purchasing?"

More than half (55 percent) of the organisations have a purchasing organisation and/or procedures for ensuring that the environment is considered in connection with implementation of purchasing. Organisations with fewer than 100 employees lack procedures and a purchasing organisation to a greater extent than larger organisations.

Does your organisation have a purchasing organisation and/or procedures for ensuring that the environment is considered in connection with implementation of purchasing?

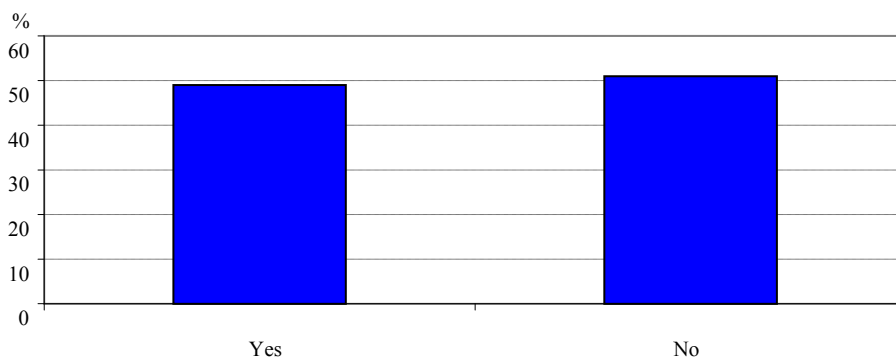


System for control of purchasing

The following question was asked: "Does the organisation have a system for controlling whether goods and services are purchased in accord with the agreements the organisation has drawn up?"

Almost half (49 percent) of the organisations have a system for controlling whether goods and services are purchased in accord with the agreements the organisation has drawn up.

Does the organisation have a system for controlling whether goods and services are purchased in accord with the agreements the organisation has drawn up?



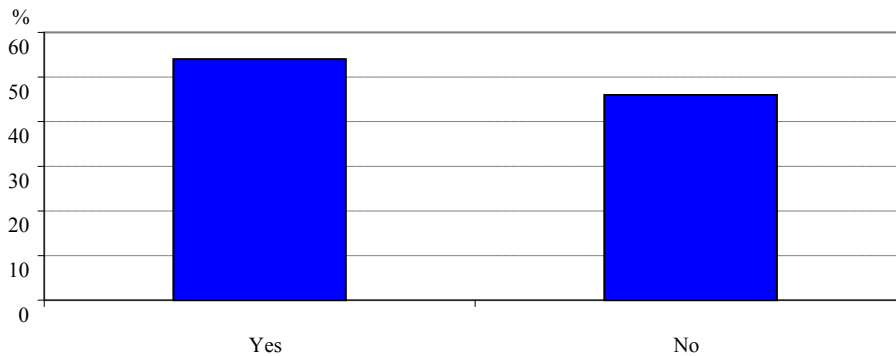
Environmentally compliant purchasing as a strategic tool

The following question was asked: "Does your organisation regard environmentally compliant purchasing as a strategic tool for helping to achieve the generational goal and national environmental quality objectives?"

More than half (54 percent) of the organisations responded that they regard environmentally compliant purchasing as a strategic tool for helping to achieve the

generational goal and national environmental quality objectives. Government agencies do so to a lesser extent than other organisations.

Does your organisation regard environmentally compliant purchasing as a strategic tool for helping to achieve the generational goal and national environmental quality objectives?



4.4 Purchasing expertise

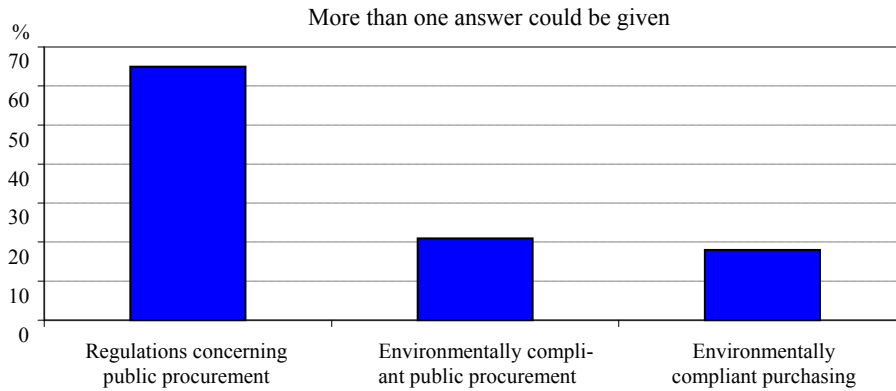
This section reports on what training people in the organisation have undergone as well as the level of environmental expertise that exists.

Training for people in positions of leadership

The following question was asked: "Have people in leadership positions in your organisation undergone some training in regulations concerning public procurement, GPP or environmentally compliant purchasing?" More than one answer could be given.

In a large majority (65%) of the organisations, people in leadership positions have undergone some training in regulations concerning public procurement. In one out of five organisations (21 percent), people in leadership positions have undergone some training in environmentally compliant public procurement and environmentally compliant purchasing (18 percent).

Have people in leadership positions in your organisation undergone some training in ...

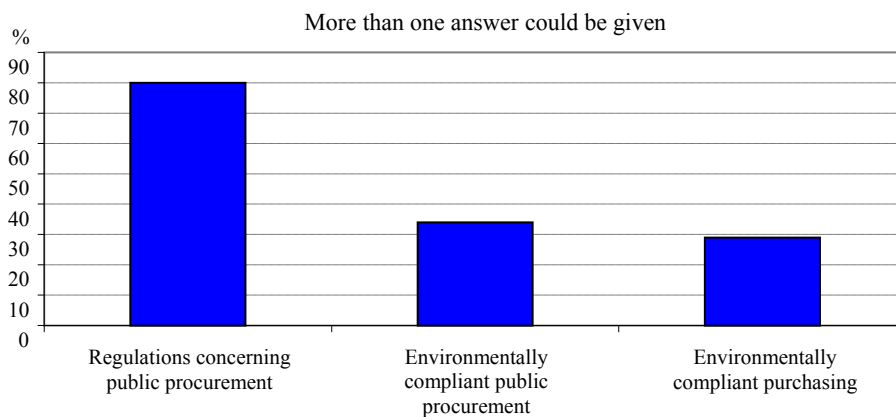


Training for people who carry out purchasing

The following question was asked: "Have people who carry out purchasing in your organisation undergone some training in regulations concerning public procurement, GPP or environmentally compliant purchasing?" More than one answer could be given.

In most (80 percent) of the organisations, people who carry out purchasing have undergone some training in regulations concerning public procurement. In one out of three organisations (34 percent), people who carry out purchasing have undergone some training in GPP and environmentally compliant purchasing (29 percent).

Have people who carry out purchasing in your organisation undergone some training in ...

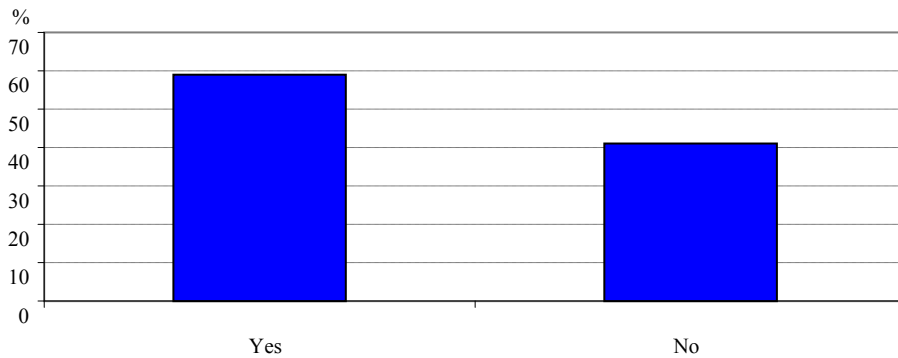


Environmental expertise

The following question was asked: "Does your organisation have personnel with environmental expertise who can help formulate environmental requirements?"

In a majority (59 percent) of the organisations, there are personnel with environmental expertise who can help formulate environmental requirements. Government agencies have this to a lesser extent than other organisations.

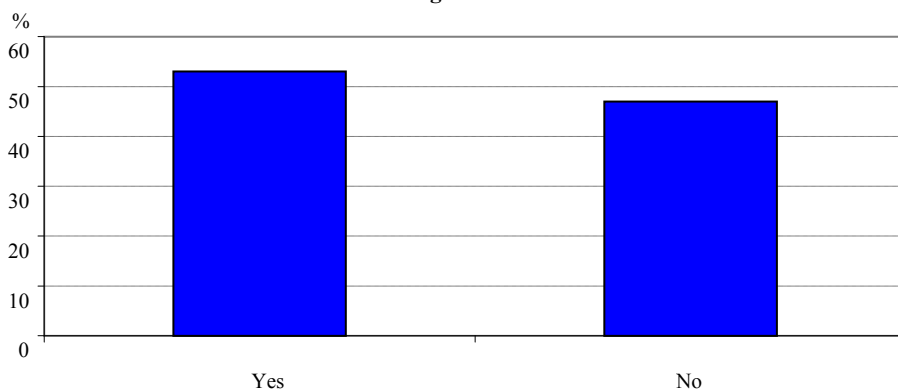
Does your organisation have personnel with environmental expertise who can help formulate environmental requirements?



The following question was asked: "Does your organisation have personnel with environmental expertise who can help evaluate tenders and follow up the agreement during the term of the agreement?"

In a majority (53 percent) of the organisations, there are personnel with environmental expertise who can help evaluate tenders and follow up the agreement during the term of the agreement. Government agencies have this to a lesser extent than other organisations.

Does your organisation have personnel with environmental expertise who can help evaluate tenders and follow up the agreement during the term of the agreement?



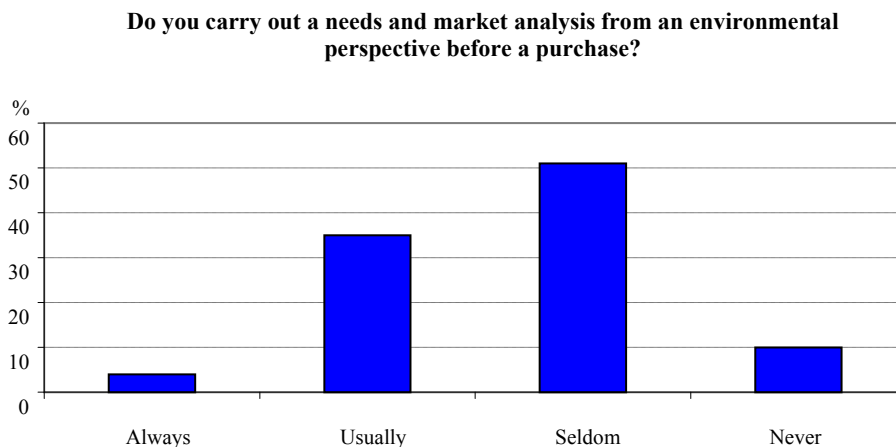
4.5 Implementation of the purchase – preparatory work

This section reports on issues that involve preparatory work before a purchase, whether needs and market analyses are carried out and how the environmental perspective is included in the purchasing process.

Needs and market analysis

The following question was asked: "Do you carry out a needs and market analysis from an environmental perspective before a purchase?"

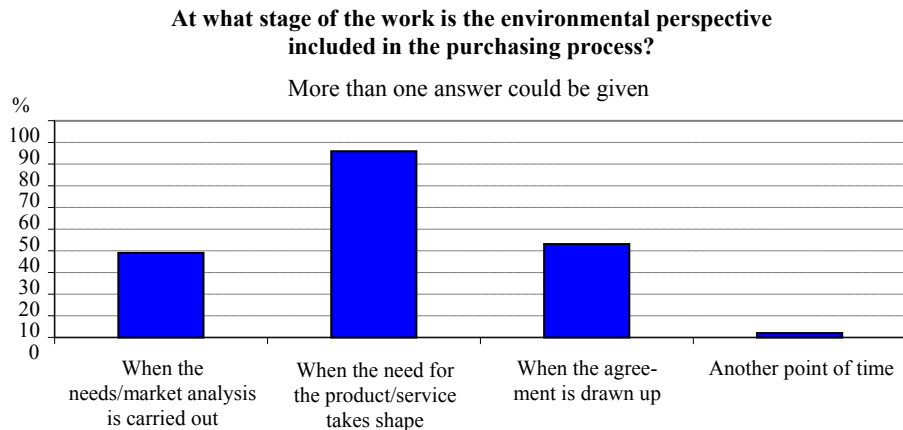
Two out of five (39 percent) of the organisations always or usually carry out a needs and market analysis from an environmental perspective before a purchase. Some (4 percent) always do it. Half (51 percent) seldom carry out a needs and market analysis, and one out of ten (10 percent) never does it.



The environmental perspective in the purchasing process

The following question was asked: "At what stage of the work is the environmental perspective included in the purchasing process?" More than one answer could be given.

Most organisations (86 percent) include the environmental perspective when the need for the product/service takes shape. Two out of five (43 percent) do so when the agreement is drawn up, and fewer (39 percent) do it when the needs/market analysis is carried out. Two percent have responded with some other point of time.



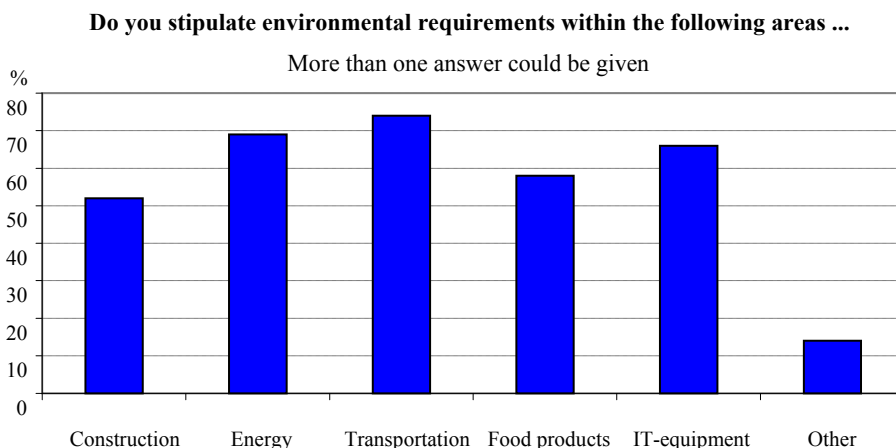
4.6 Implementation of the purchase - Stipulating requirements

This section presents results of questions concerning stipulation of requirements when purchasing.

Environmental requirements

The following question was asked: "Do you stipulate environmental requirements within the following areas – construction, energy, transportation, food products, IT equipment or others?" More than one answer could be given.

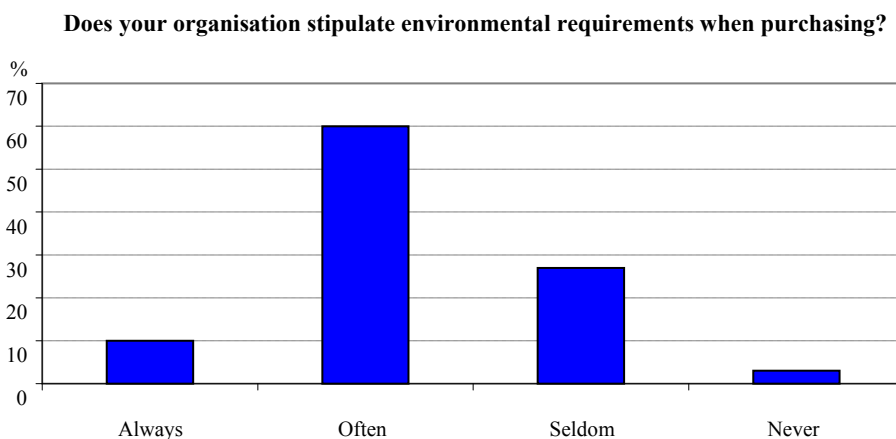
A very large majority (74 percent) of the organisations stipulate environmental requirements within transportation. Almost as many (69 percent) stipulate environmental requirements within energy, and two out of three (66 percent) stipulate environmental requirements within information technology equipment. Then come food products (58 percent) and construction (52 percent). Fourteen percent responded with some other alternative. Municipalities and county councils always or almost always stipulate environmental requirements for purchases of food products.



Environment requirements when purchasing

The following question was asked: "Does your organisation stipulate environmental requirements when purchasing?"

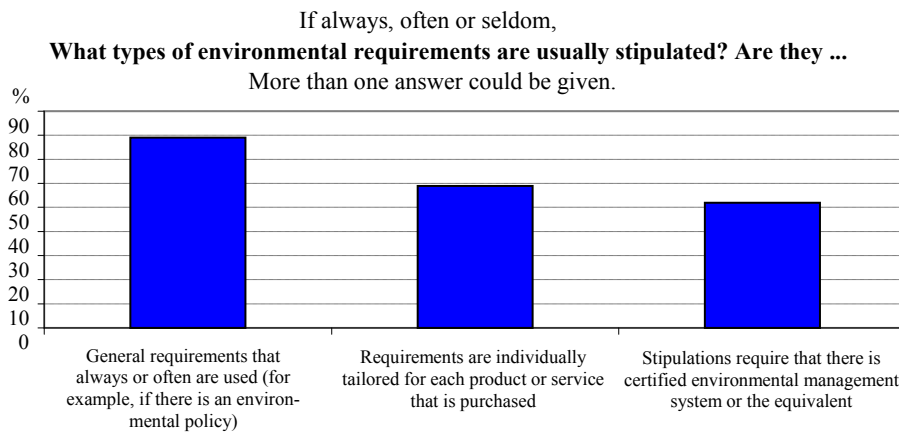
A large majority (70 percent) of the organisations always or usually stipulate environmental requirements when purchasing. One out of ten (10 percent) always does so. Slightly more than one out of four (27 percent) seldom stipulate environmental requirements when purchasing, and a few (3 percent) responded that they never stipulate environmental requirements when purchasing.



Type of environmental requirements

The following question was asked of the organisations that always, often or seldom stipulate environmental requirements when purchasing: "What type of environmental requirements usually are stipulated? Are they always or often general requirements, requirements individually tailored for each product or service that is purchased, requirements stipulating that there is a certified environmental management system or the equivalent?" More than one answer could be given.

A very large majority (79 percent) of the organisations that stipulate environmental requirements when purchasing usually stipulate general requirements that always or often are used (for example, if there is an environmental policy). A majority (59 percent) of the organisations stipulate requirements that are individually tailored for each product or service that is purchased, and almost as many (52 percent) stipulate requirements that there is a certified environmental management system or the equivalent.

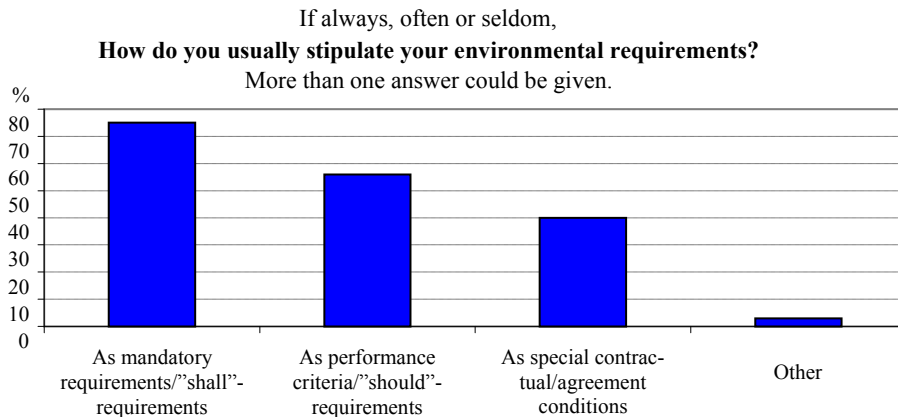


How environmental requirements are stipulated

The following question was asked of the organisations that always, often or seldom stipulate environmental requirements when purchasing: "How do you usually stipulate your environmental requirements? As mandatory requirements/"shall"-requirements; as performance criteria/"should"-requirements; or as special contractual/agreement conditions?" More than one answer could be given.

A very large majority (75 percent) of the organisations that stipulate environmental requirements when purchasing do so as mandatory requirements/"shall"-requirements. A majority (56 percent) do so as performance criteria/"should"-requirements, and two out of five (40 percent) do it as special contractual/agreement conditions. Three percent responded with some other alternative.

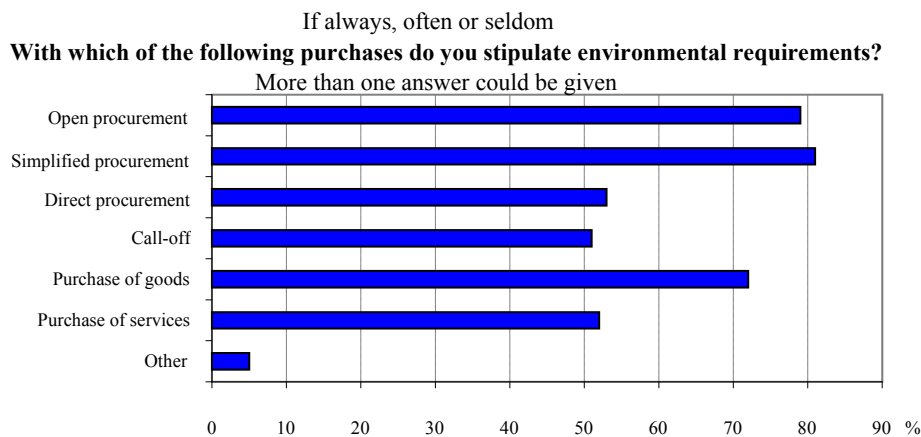
The organisations also were asked to answer the question of why they have chosen to stipulate requirements in the above manner. Many responded that it depends on what type of good/service is to be procured.



With which purchases are environmental requirements stipulated?

The following question was asked of the organisations that always, often or seldom stipulate environmental requirements when purchasing: "With which of the following purchases do you stipulate environmental requirements? Open procurement, simplified procurement, direct procurement, call-off, purchase of goods, purchase of services or something else?" More than one answer could be given.

Most organisations that stipulate environmental requirements (81 percent) do so with simplified procurements. Almost as many (79 percent) do so with open procurements, and a large majority (72 percent) do it with purchases of products. This is followed by direct procurement (53 percent), purchase of services (52 percent) and call-off (51 percent). Five percent responded with some other alternative.

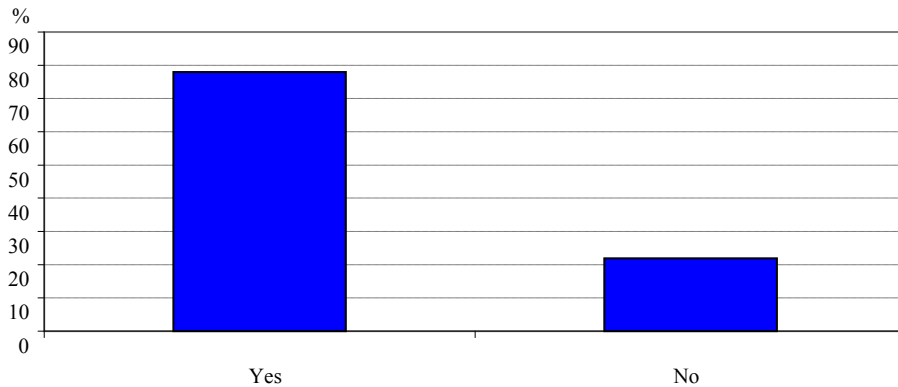


Call-off from framework agreement

The following question was asked: "When your organisation calls off from a framework agreement, do you usually choose the products/services that are best for the environment when this is relevant?"

A very large majority (78 percent) choose the products/services that are best for the environment when this is relevant.

When your organisation calls off from a framework agreement, do you usually choose the products/services that are best for the environment when this is relevant?



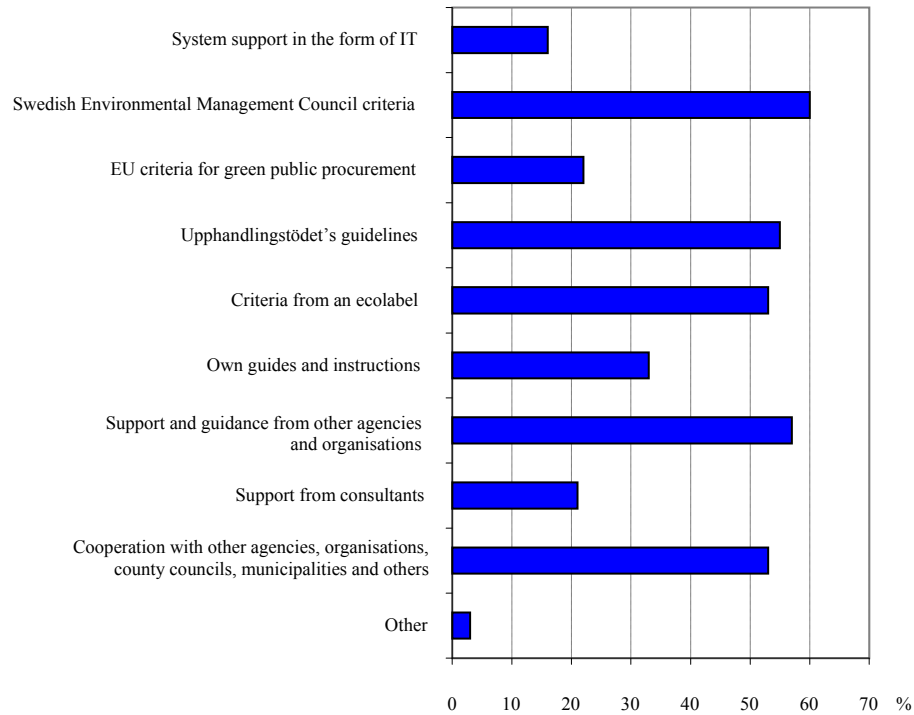
Tools and guidelines

The following question was asked: "Does your organisation use any/some of the following tools or guidelines to help make your purchasing environmentally compliant?" More than one answer could be given.

Many organisations (60 percent) use the Swedish Environmental Management Council's criteria to help make their purchasing environmentally compliant. Almost as many (57 percent) use support and guidelines from other agencies and organisations. This is followed by guidelines from the procurement assistance function known as Upphandlingstödet (55 percent); criteria from an ecolabel and cooperation with other agencies, organisations, county councils, municipalities and others (53 percent each); their own guides and instructions (33 percent); EU criteria for green public procurement (22 percent); support from consultants (21 percent); and system support in the form of information technology (15 percent). Three percent responded with some other alternative.

Does your organisation use any/some of the following tools or guidelines to help make your purchasing environmentally compliant?

More than one answer could be given



4.7 Implementation of the purchase - assessment

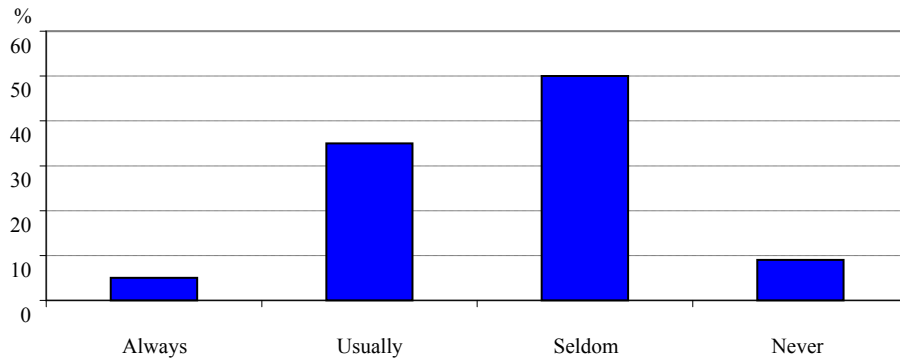
This section presents results of questions concerning assessment of the purchasing process.

Environmental requirements in connection with assessment

The following question was asked: "Does your organisation use environmental requirements in connection with assessment of the product/service?"

Two out of five (40 percent) of the organisations always or usually use environmental requirements in connection with assessment of the product/service. Some (5 percent) always do so. Half (50 percent) seldom do it, and one out of ten (9 percent) never does it.

Does your organisation use environmental requirements in connection with assessment of the product/service?

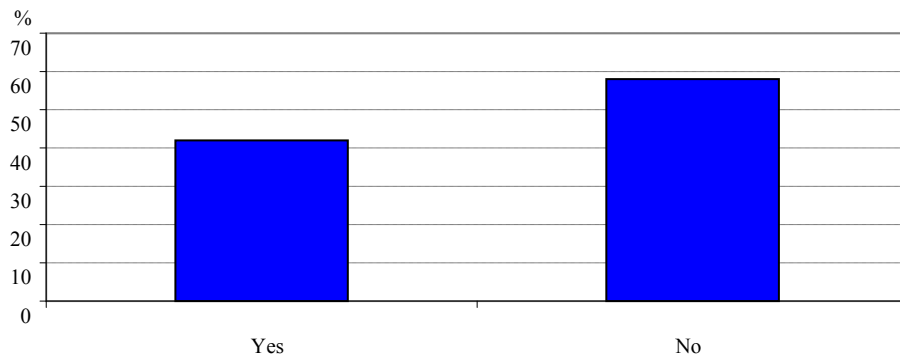


Use of total cost/life cycle cost calculations

The following question was asked: "Does your organisation usually use total cost/life cycle cost calculations when this is relevant?"

Two out of five organisations (42 percent) usually use total cost/life cycle cost calculations when this is relevant. Government agencies do so to a lesser extent than other organisations.

Does your organisation usually use total cost/life cycle cost calculations when this is relevant?



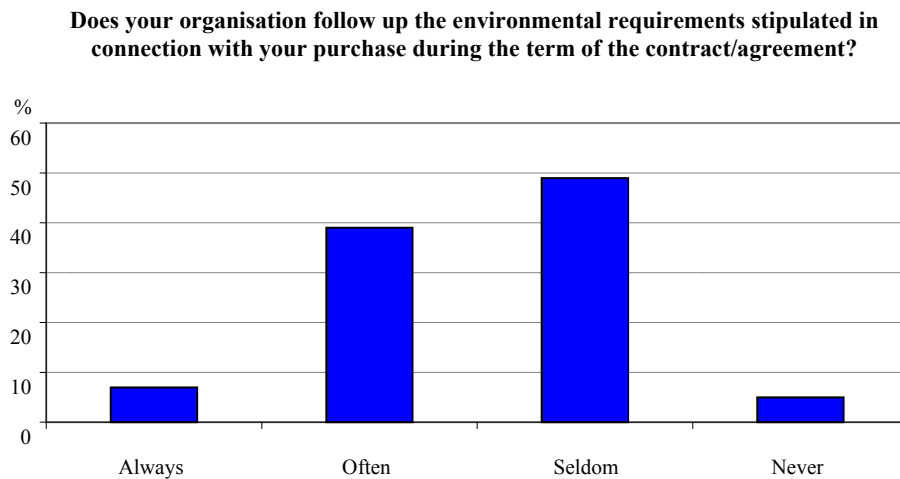
4.8 Implementation of the purchase – follow-up

This section presents results of questions concerning follow-up of the purchase.

Following up environmental requirements

The following question was asked: "Does your organisation follow up the environmental requirements stipulated in connection with your purchase during the term of the contract/agreement?"

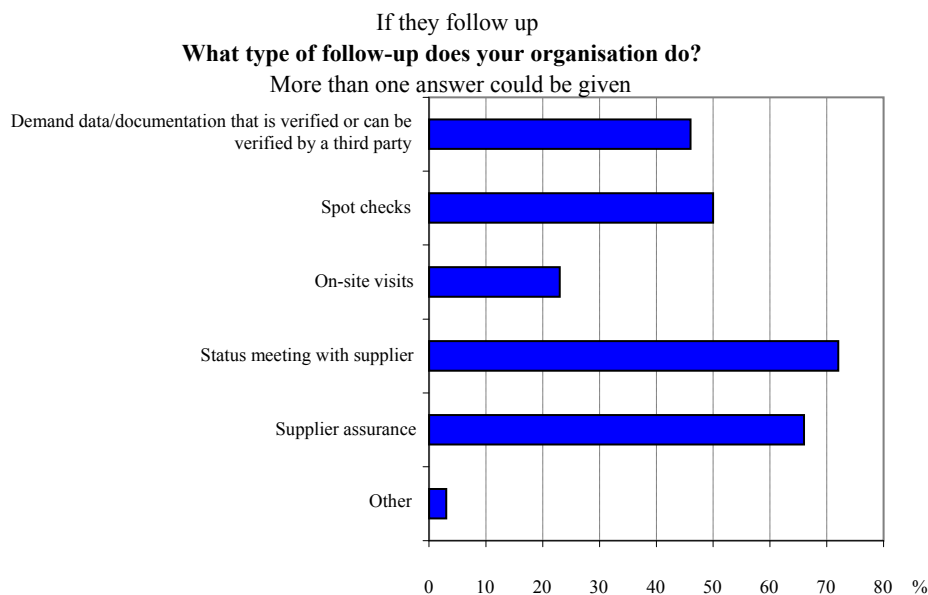
Almost half (46 percent) of the organisations always or usually follow up the environmental requirements stipulated in connection with the purchase during the term of the contract/agreement. Some (7 percent) always do. Half (49 percent) seldom follow up the environmental requirements, and some (5 percent) never do.



Type of follow-up

The following question was asked of the organisations that follow up environmental requirements: "What type of follow-up does your organisation do? Demand data/documentation that is verified or can be verified by a third party, spot checks, on-site visits, status meeting with supplier, supplier assurance or something else?" More than one answer could be given.

Among the organisations that follow up environmental requirements, a very large majority (72 percent) have status meetings with the supplier. Two out of three (66 percent) get supplier assurance, and half (50 percent) carry out spot checks. This is followed by organisations demanding data/documentation that is verified or can be verified by a third party (46 percent) and on-site visits (23 percent). Three percent responded with some other alternative.



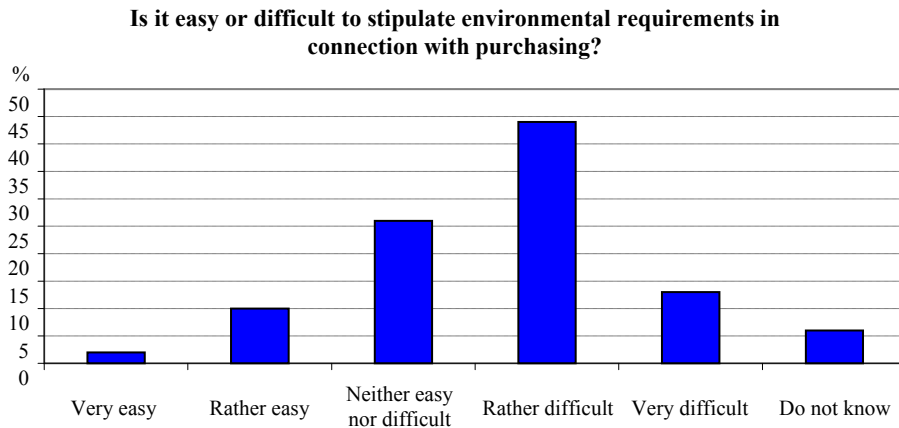
4.9 Opportunities and obstacles

This section presents results of questions concerning opportunities and obstacles encountered by purchasers.

Environmental requirements in connection with purchasing

The following question was asked: "Is it easy or difficult to stipulate environmental requirements in connection with purchasing?"

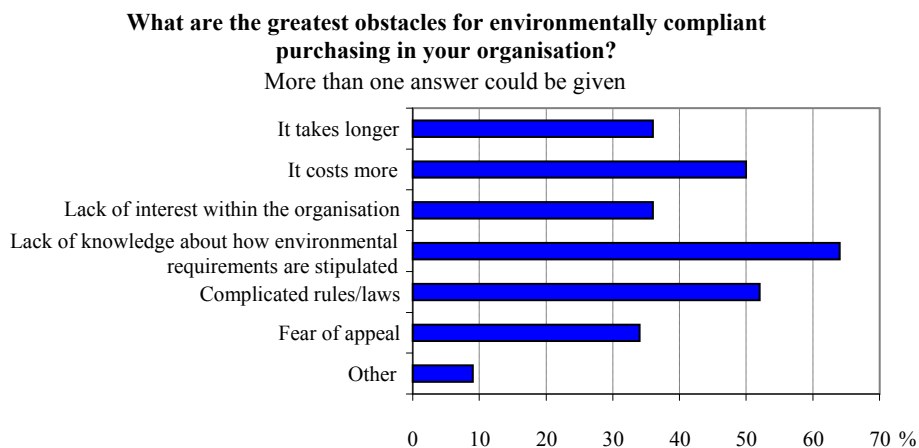
Only one out of 10 (12 percent) thinks that it is very or rather easy to stipulate environmental requirements in connection with purchasing. A majority (57 percent) think that it is very or rather difficult to stipulate environmental requirements in connection with purchasing, and more than one tenth (13 percent) think that it is very difficult. One fourth (26 percent) responded that it is neither easy nor difficult, and some (6 percent) do not know.



The greatest obstacles for environmentally compliant purchasing

The following question was asked: "What are the greatest obstacles for environmentally compliant purchasing in your organisation? It takes longer, it costs more, lack of interest within the organisation, lack of knowledge about how environmental requirements are stipulated, complicated rules/laws, fear of an appeal or something else? More than one answer could be given.

A large majority (64 percent) responded that the greatest obstacle for environmentally compliant purchasing is lack of knowledge about how environmental requirements are stipulated. Slightly more than half (52 percent) responded that it is complicated rules/laws. This is followed by it costs more (50 percent), it takes more time and lack of interest within the organisation (36 percent each) and fear of an appeal (34 percent). Nine percent responded with some other alternative.

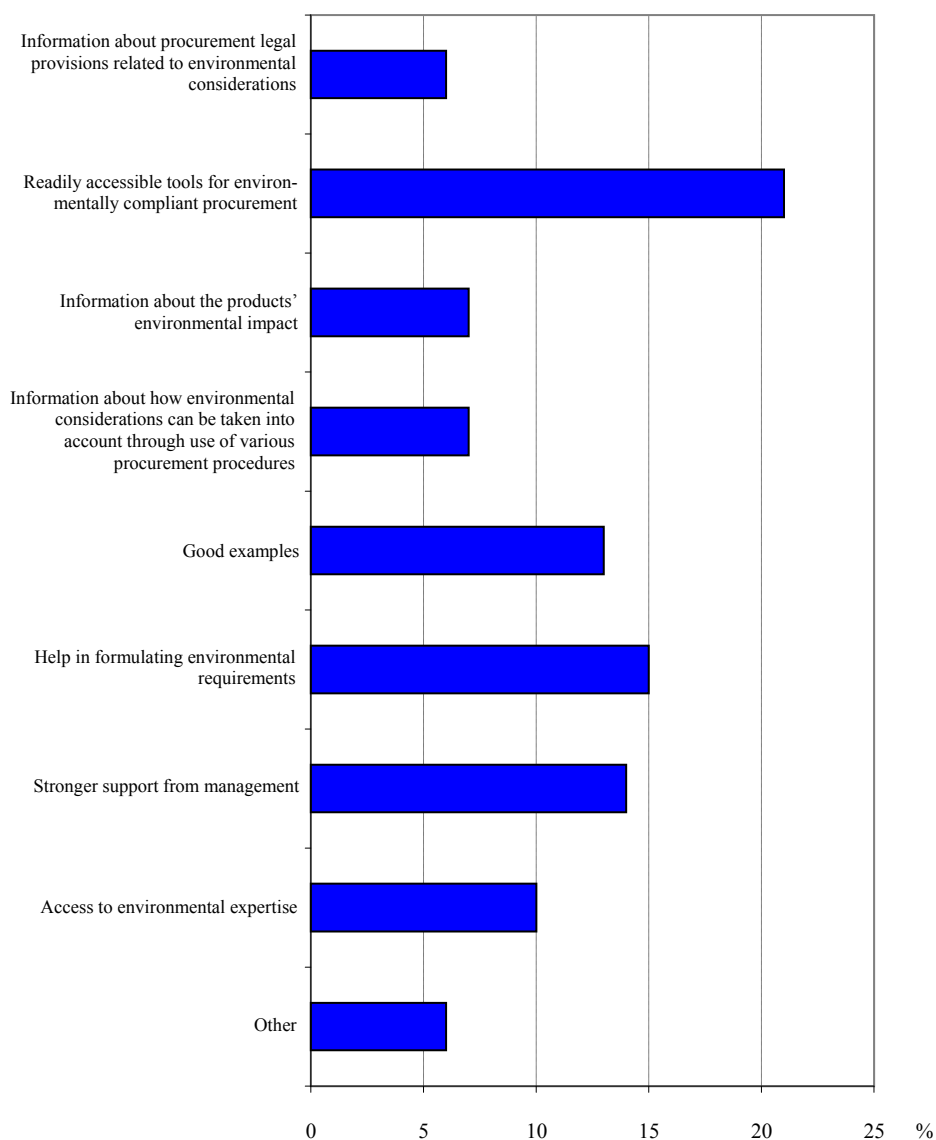


Stipulating environmental requirements to a greater extent

The following question was asked: "What do you think would be most likely to get your organisation to stipulate environmental requirements to a greater extent?"

One fifth of the organisations (21 percent) responded that they would stipulate environmental requirements to a greater extent if there were readily accessible tools for environmentally compliant procurement. In second place came help in formulating environmental requirements (15 percent). This was followed by stronger support from management (14 percent), good examples (13 percent), access to environmental expertise (10 percent), information about the products' environmental impact and information about how environmental considerations can be taken into account through use of various procurement procedures (7 percent each) and information about procurement legal provisions related to environmental considerations (6 percent). Six percent responded with some other alternative.

What do you think would be most likely to get your organisation to stipulate environmental requirements to a greater extent?

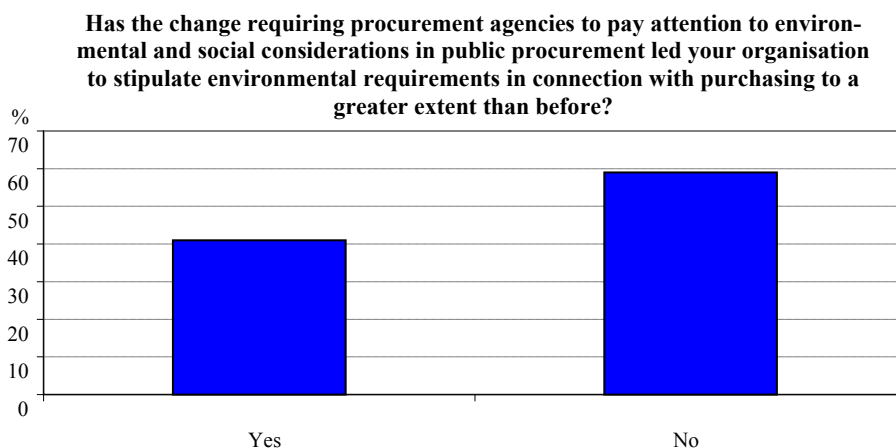


4.10 Environmental and social considerations in public procurement

The following question was asked of organisations under the jurisdiction of the Public Procurement Act (LOU), the Utilities Procurement Act (LUF) and the Act on System of Choice in the Public Sector (LOV): “On July 15, 2010, Chap. 1 § 9a introduced a new regulation in the Public Procurement Act (2007:1091) that states that procurement agencies should pay attention to environmental and social considerations in public procurement if this is warranted by the kind of procurement.

”Has this change led your organisation to stipulate environmental requirements in connection with purchasing to a greater extent than before?”

Two out of five organisations (41 percent) responded that the change had led the organisation to stipulate environmental requirements in connection with purchasing to a greater extent than before.



4.11 Environmental compliance of procurement

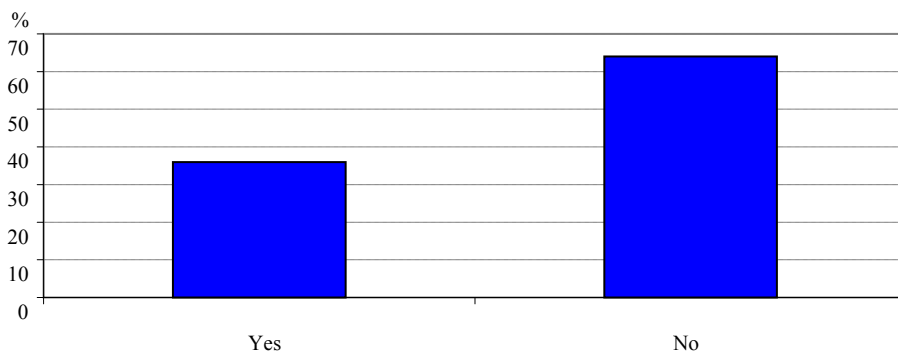
The following question was asked of the organisations under the jurisdiction of LOU, LUF, and LOV: ”On January 1, 2010, the Ordinance on Environmental Management in Government Agencies (2009:907) took effect. In § 13 of the ordinance, it is stated that the agency’s environmental management system should lead the agency to make its procurements environmentally compliant to the extent that such compliance is possible.

”Has this change led your organisation to stipulate environmental requirements in connection with purchasing to a greater extent than before?”

More than one out of three organisations (36 percent) responded that the change in the Ordinance on Environmental Management in Government Agencies has led them to stipulate environmental requirements in connection with purchasing to a greater extent than before.

Finally, the organisations were asked if they had any additional comments and viewpoints that they would like to convey to the Swedish Environmental Protection Agency.

Has the change in the Ordinance on Environmental Management in Government Agencies led your organisation to stipulate environmental requirements in connection with purchasing to a greater extent than before?



5 Conclusions and comments

5.1 Introduction

The Swedish Environmental Protection Agency (SEPA) has conducted surveys of environmentally compliant procurements on three previous occasions. For the current survey, SEPA has chosen to switch methods from a postal questionnaire to a Web questionnaire. The survey has been directed at purchasers who are engaged in the practical aspects of purchasing. In comparison with previous surveys, major revisions have been made in the questions. Because of changes in the method, target group and formulation of the questions, correlations with previous surveys are very few and general.

Previous surveys have been aimed at government agencies, municipalities and county councils. This time SEPA has chosen to send the questionnaire to government companies and to embassies. Since all organisations are not covered by procurement regulations, the word purchasing has been used instead of procurement.

SEPA and SKOP-Research AB would like all readers of this report to form their own opinions about the results and draw their own conclusions. Therefore, all responses to the questions have been shown separately.

SEPA has conducted a workshop in which the survey served as a basis for discussions. Taking part in the workshop were Susanne Lång from the Swedish Environmental Management Council; Kristina von Oelreich, Märta Philp and Anna Samulesson from SEPA; and Susanna Fink from PostNord. Frida Haag from SKL Kommentus and Anna Ekberg from the Legal, Financial and Administrative Services Agency submitted their viewpoints by mail because they were unable to participate in the workshop.

This chapter will summarize results of the survey and the workshop.

5.2 Leadership and control

According to the survey, the majority of the organisations employ overall a process-oriented working method to direct the organisation's quality and environmental efforts. Most of the government agencies indicate that they direct their environmental efforts on the basis of the Ordinance on Environmental Management in Government Agencies. The municipalities seldom are environmentally certified but operate on the basis of a process-oriented working method. Among other things, the survey indicates that the majority of the organisations responding to the survey have governing documents, such as purchasing policies, that specify that purchases should be environmentally compliant. Despite the existence of these documents, the survey indicates that environmental requirements are not stipulated in purchasing to the extent desired.

Forty percent of the organisations indicate that they have both centralised and de-centralised purchasing. The choice of organisational structure can influence how environmentally compliant purchasing becomes accepted. In the municipalities certain agencies implement independent large procurements within construction and public transport, for example. The agencies and the central procurement function do not always interact with one another, which in turn can mean that environmentally compliant purchasing is not stipulated uniformly.

Thirty-one percent of the organisations in the survey indicate that they have conducted an environmental review that includes environmentally compliant purchasing. An environmental review is conducted to identify which environmental aspects, such as purchasing goods and services, have a significant environmental impact.

During the workshop, there was discussion about whether purchasers who responded to the survey interpreted the concept of environmental review in a similar manner. The concept probably is well known among environmental coordinators, but perhaps not among purchasers. It can be assumed that organisations that are environmentally certified or work on the basis of the Ordinance on Environmental Management in Government Agencies have a better understanding of the environmental review concept.

Parliament has approved a generational goal and 16 national environmental quality objectives to be implemented by Swedish environmental policies. During the workshop, there was discussion about whether consideration was given to the 16 national environmental quality objectives in connection with implementation of an environmental review. Among those who had carried out an environmental review, 72 percent responded that they had taken the 16 national environmental quality objectives into account.

Of the organisations that responded to the survey, 54 percent regard environmentally compliant purchases as a strategic tool for achieving the generational goal and national environmental quality objectives. It can thereby be assumed that the 16 environmental quality objectives are well-known among most of the organisations that responded to the survey.

Response to the question of whether the organisation has a purchasing/procurement policy that includes environmental considerations in purchasing is largely unchanged since the previous year's survey. Despite the fact that a different target group was queried this time, there are still many (84 percent) who responded that the organisation has a purchasing/procurement policy that includes environmental considerations in purchasing. It is important, however, that these policy documents be made concrete in the form of environmental objectives and action plans where some procurement areas are given priority.

Participants at the workshop raised the issue of the difficulty of verifying what is purchased and seeing that it really is in accord with the policy document and the operative agreement. There often is an electronic system for agreements, but specific information about who is responsible for verification and how often it should occur is sometimes lacking. An important area for improvement is follow-up and assessment of environmental requirements in purchasing.

Government companies and the municipalities are perceived to have economic direction that is more clear than agencies and thereby better follow-up assessment of their purchasing. However, workshop participants thought that there still are few organisations that follow up purchasing with the help of statistics and key ratios.

Within the public sector, it can be difficult to bring about a long-term perspective because the sectors finances are followed up on a quarterly basis. As a result, the fact that environmental measures can be economically profitable in the long term is not always taken into consideration.

5.3 Expertise

The survey results show that the majority think it is difficult to stipulate environmental requirements in connection with purchasing in organisations with both large and medium purchasing volumes. This is true despite the fact that people in positions of leadership as well as purchasers have taken part in various training programmes.

At the workshop it was pointed out that there is an impression that environmental requirements in purchasing often lead to an appeal or that purchasing becomes more costly. More knowledge is needed to counteract and deal with these opinions.

The Swedish Environmental Management Council's activities and work on criteria play an important role in that most of the public sector uses these environmental criteria, but also through the support that the Council provides for guidance and training with respect to environmentally compliant purchasing. Of the organisations responding to the survey, 60 percent indicate that they use the Council's procurement criteria in their purchasing work.

One topic of discussion was the lack of courses and training in environmentally compliant purchasing. There are many courses on procurement with a focus on regulation but few on how environmental requirements can be stipulated. Nor are there many procurement consultants who offer special support on environmental criteria. It should be possible to improve the prevailing training that exists on the market for public procurement and purchasing.

Internal training programmes within an organisation also are an alternative that works well. A purchaser does not always have good knowledge about the good or service that is to be purchased. There must be working collaboration between the person placing the order and the person with environmental responsibility.

5.4 Implementation of procurements

The survey indicates that there are few who always conduct a needs and market analysis from an environmental perspective before a purchase. This coincides with the fact that needs and market analyses generally are not conducted to the extent they should occur. An early dialogue with prospective suppliers can forestall an appeal and save time and resources at a later stage.

Among purchasers there is a perception that it is easier to stipulate environmental requirements as mandatory requirements and thereby avoid stipulating them as a performance criterion. The survey still shows that more than half (56 percent) stipulate environmental requirements as a performance criterion. In the Legal, Financial and Administrative Services Agency's framework agreement, environmental requirements are stipulated as qualification requirements where this is deemed relevant. Moreover, there is usually a possibility for the call-off agency to add performance requirements on the basis of a requirements catalogue. It is conceivable that the call-off agencies are not aware of this possibility. Government agencies can also handle their own procurements after a deviation notification to the Legal, Financial and Administrative Services Agency if they think the agency's framework agreement does not meet the needs of the organisation. However, no agency has done this with environmental requirements as a reason for deviation.

One issue that has been discussed is whether the concept of "quality" should also include "environmental quality". In that way the environment would not be treated separately but would be seen as an important quality requirement that the supplier has to follow.

According to the survey, only 43 percent include the environmental perspective when the agreement is drawn up. As a result, environmental requirements are not always followed up. Some improvement has occurred, however, with respect to follow-up and assessment of agreements.

Other issues that have been discussed include actions that can be taken in connection with breach of contract in the form of penalties and termination. Participants in the workshop also discussed how far the buyer should go in the supplier chain when it comes to follow-up.

To get suppliers to actively work with the environmental issue, an alternative can be for the supplier to suggest solutions instead of for the purchase to stipulate environmental requirements that are too precise.

Another alternative is to stipulate a certain minimum level of environmental requirements for all purchases and then to stipulate higher environmental requirements for purchases when this is relevant. The Swedish Environmental Management Council's criteria can be used to identify areas considered especially important from an environmental standpoint.

To sum up, it can be said that the conclusions that emerge from the workshop and results of the survey are that environmental requirements that are stipulated in purchasing have increased, and thereby knowledge and work with stipulating environmental requirements has become better. There is a tendency, however, for many to believe that it costs more and takes a longer time to carry out purchasing if environmental requirements are stipulated. Despite this, the majority of organisations want to stipulate environmental requirements, and what is being requested are more and simpler tools – i.e., concrete help in individual cases with formulating environmental requirements for different types of purchases.

To achieve this, better training is required, and those who provide training need to have the right background and expertise. There is also a need for better internal collaboration between people knowledgeable about the environment and purchasers. An important issue that has been discussed is how environmentally compliant purchasing can contribute to achieving the generational goal and the environmental quality objectives. To help reduce environmental impacts, organisations should first of all stipulate environmental requirements on the basis of some prioritised areas, such as within energy, the construction sector, transportation, food products, chemicals and information technology.

Environmentally compliant purchasing is an important policy instrument for helping to achieve the generational goal and national environmental quality objectives. In order for environmentally compliant purchases to have the desirable impact, the issue must be followed up and demanded at the political level to a much great extent than what is happening today

Appendix 1 Questionnaire

Facts about the organisation and its purchasing

1. Is your organisation a ...

- Government agency
- Government company
- County council
- Municipality

2. About how many employees does your organisation have?

- Fewer than 100 employees
- 101-500 employees
- 501-1,000 employees
- 1,001-5,000 employees
- 5,001–10,000 employees
- more than 10,000 employees

3. About how large is your organisation's annual purchasing volume, stated in Swedish kronor?

- Less than 1 million
- 1-10 million
- 11-100 million
- 101-1,000 million
- More than 1,000 million

4. Is your organisation under the jurisdiction of any or some of the following laws? More than one answer may be given.

- The Public Procurement Act (2007:1091) (LOU)
- The Utilities Procurement Act (2007:1092) (LUF)
- The Act on System of Choice in the Public Sector (2008:962) (LOV)
- Other, **What?**

5. What is the main purchasing method in your organisation?

- Call-offs under coordinated framework agreement (government or others, i.e. SKI's framework agreement)
- Own procurements and framework agreements
- Direct procurements
- Purchases outside LOU/LUF/LOV
- Other, **What?**

6. How is your purchasing organised? Do you have ...

- A centralised purchasing function
- Decentralised in the organisation
- Both centralised and decentralised
- Collaboration among several organisations, such as municipalities
- Other, **What?**

Leadership and control

7. Does your organisation get outside guidance from any of the following models for quality and/or the environment? More than one answer may be given.

- ISO 9001 or another standard for quality
- Balanced scorecard
- A process-oriented working method
- EU Eco-Management and Audit Scheme (EMAS)
- ISO 14001 (the international standard for environmental management systems)
- Ordinance on Environmental Management in Government Agencies (2009:907)
- Other, **What?**

8. Has your organisation conducted an environmental review that encompasses work with environmentally compliant purchases?

- Yes
- No

If yes:

9. Were the 16 national environmental quality objectives taken into account in the environmental review?

- Yes
- No

10. Does your organisation have any purchasing/procurement policy or some central guidelines that include environmental considerations in purchasing?

- Yes
- No

11. Does your organisation have an environmental policy that covers issues surrounding environmentally compliant purchasing?

- Yes
- No

12. Is your purchasing process an integral part of the organisation's regular operational planning and monitoring of the budget and finances?

- Yes

No

13. Does the organisation conduct periodic monitoring and assessments of purchases with the support of statistics and indicators/key ratios?

Yes

No

14. Does your organisation have some internal environmental objectives and/or action plans for environmentally compliant purchasing?

Yes

No

If Yes:

15.

Are the internal environmental objectives for purchasing measurable, and are they followed up and assessed by management?

Yes

No

16. Does your organisation have a purchasing organisation and/or procedures for ensuring that the environment is considered in connection with implementation of purchasing?

Yes

No

17. Does the organisation have a system for controlling whether goods and services are purchased in accord with the agreements the organisation has drawn up?

Yes

No

18. Does your organisation regard environmentally compliant purchasing as a strategic tool for helping to achieve the generational goal and national environmental quality objectives?

Yes

No

Purchasing expertise

19. Have people in leadership positions in your organisation undergone some training in ...

More than one answer may be given

Regulations concerning public procurement

Environmentally compliant public procurement

Environmentally compliant purchasing

20. Have people who carry out purchasing in your organisation undergone some training in ...

More than one answer may be given

- Regulations concerning public procurement
- Environmentally compliant public procurement
- Environmentally compliant purchasing

21. Does your organisation have personnel with environmental expertise who can help formulate environmental requirements??

- Yes
- No

22. Does your organisation have personnel with environmental expertise who can help evaluate tenders and follow up the agreement during the term of the agreement?

- Yes
- No

Implementation of the purchase

Preparatory work

23. Do you carry out a needs and market analysis from an environmental perspective before a purchase?

- Always
- Usually
- Seldom
- Never

24. At what stage of the work is the environmental perspective included in the purchasing process? More than one answer may be given.

- When the needs/market analysis is carried out
- When the need for the product/service takes shape
- When the agreement is drawn up
- Another point of time, **Which?**

Stipulating requirements

25. Do you stipulate environmental requirements within the following areas?

- The construction industry
- Energy
- Transportation
- Food products
- IT

Other, **Which?**

26. Does your organisation stipulate environmental requirements when purchasing?

- Always
- Often
- Seldom
- Never

If always, often or seldom:

27. What types of environmental requirements are usually stipulated? Are they ... More than one answer may be given.

- General requirements that always or often are used (for example, if there is an environmental policy)
- Requirements that are individually tailored for each product or service that is purchased
- Requirements that there is a certified environmental management system or the equivalent

If always, often or seldom:

28. How do you usually stipulate your environmental requirements? More than one answer may be given.

- As mandatory requirements/"shall"-requirements
- As performance criteria/"should"-requirements
- As special contractual/agreement conditions
- Other, **What?**

If always, often or seldom:

29. Why have you chosen to stipulate requirements in that way?

30. With which of the following purchases do you stipulate environmental requirements? More than one answer may be given.

- Open procurements
- Simplified procurements
- Direct procurement
- Call-off
- Purchase of products
- Purchase of services
- Other, **Which?**

31. When your organisation calls off from a framework agreement, do you usually choose the products/services that are best for the environment when this is relevant?

- Yes
- No

32. Does your organisation use any/some of the following tools or guidelines to help make your purchasing environmentally compliant? More than one answer may be given.

- System support in the form of IT
- The Swedish Environmental Management Council's criteria
- EU criteria for green public procurement
- Upphandlingsstödet's guidelines
- Criteria from an ecolabel
- Own guides and instructions
- Support and guidelines from other agencies and organisations (Kammarkollegiet, Konkurrensverket, Sweden's municipalities and county councils and others)
- Support from consultants
- Cooperation with other agencies, organisations, county councils, municipalities and others
- Other, **What?**

Assessment

33. Does your organisation use environmental requirements in connection with assessment of the product/service?

- Always
- Often
- Seldom
- Never

34. Does your organisation usually use total cost/life cycle cost calculations when this is relevant?

- Yes
- No

Follow-up

35. Does your organisation follow up the environmental requirements stipulated in connection with your purchase during the term of the contract/agreement?

- Always
- Often

Seldom
Never

If follow up:

36. What type of follow-up does your organisation do?

Demand data/documentation that is verified or can be verified by a third party
Spot checks
On-site visits
Status meeting with supplier
Supplier assurance
Other, **What?**

Opportunities and obstacles

37. Is it easy or difficult to stipulate environmental requirements in connection with purchasing?

Very easy
Rather easy
Neither easy nor difficult
Rather difficult
Very difficult
Do not know

38. What are the greatest obstacles for environmentally compliant purchasing in your organisation?

More than one answer may be given.

It takes longer
It costs more
Lack of interest within the organisation
Lack of knowledge about how environmental requirements are stipulated
Complicated rules/laws
Fear of appeal
Other, **What?**

39. What do you think would be most likely to get your organisation to stipulate environmental requirements to a greater extent?

Information about procurement legal provisions related to environmental considerations
Readily accessible tools for environmentally compliant procurement
Information about the products' environmental impact
Information about how environmental considerations can be taken into account through use of various procurement procedures

Good examples
Help in formulating environmental requirements
Stronger support from management
Access to environmental expertise
Other, **What?**

If the organisation is under the jurisdiction of some of the laws on public procurement (LOU, LUF, and LOV):

On July 15, 2010, Chap. 1 § 9a introduced a new regulation in the Public Procurement Act (2007:1091) that states that procurement agencies should pay attention to environmental and social considerations in public procurement if this is warranted by the kind of procurement.

40. Has this change led your organisation to stipulate environmental requirements in connection with purchasing to a greater extent than before?

Yes
No

On January 1, 2010, the Ordinance on Environmental Management in Government Agencies (2009:907) took effect. In § 13 of the ordinance, it is stated that the agency's environmental management system should lead the agency to make its procurements environmentally compliant to the extent that such compliance is possible.

41. Has the change led your organisation to stipulate environmental requirements in connection with purchasing to a greater extent than before??

Yes
No

Other comments

42. Other comments and viewpoints that you would like to convey to the Swedish Environmental Protection Agency.

Green Public Procurement

REPORT 6600

NATURVÅRDSVERKET
ISBN 978-91-620-6600-0
ISSN 0282-7298

A tool for achieving national
environmental quality objectives

The public sector has responsibility for helping to achieve the generational goal and the 16 national environmental quality objectives. Environmentally compliant purchasing of goods and services has been identified as an important policy instrument for achieving these goals.

The aim of stipulating environmental requirements in the purchasing of goods and services is to reduce environmental overload and contribute to sustainable consumption and production patterns.

The Swedish Environmental Protection Agency (SEPA) has conducted a survey with the aim of periodically monitoring how government agencies, municipalities, county councils and government companies are working to establish environmental requirements in connection with the purchasing of goods and services.

