

# COGSBP08

## Establish Sustainable Procurement in Support of Sustainable Business Practice



### Overview

This standard is about establishing procurement processes that support more sustainable business practice. It ensures that the needs of an organisational supply chain are optimised within the overall social, economic and environmental limits of sustainable business practice.

The role described by this standard covers the establishment of procurement processes that take account of organisational sustainability targets and the drivers that influence sustainability within the supply chain as a whole.

The standard requires the interpretation of organisational sustainability targets to determine procurement needs. It also requires the identification of opportunities for improving sustainability via procurement. With opportunities identified, the standard then requires that new procurement processes and procedures are developed and implemented. The ability to work with suppliers is an important part of the standard, as is having knowledge of the wider issues that impact on sustainability within the industry/sector.

Having an understanding of the wider issues that impact on sustainability within the industry/sector will help ensure the effective delivery of the required performance.

### Target Group

This standard is for those responsible for establishing and maintaining a procurement process to control the supply of products and services for an organisation. It is likely to apply to senior managers within large organisations and owner/managers within SMEs..

## COGSBP08

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### Performance criteria

- You must be able to:*
- P1 interpret organisational **sustainability targets** to confirm future procurement needs
  - P2 identify the **sustainability drivers** for the industry and/or sector
  - P3 identify opportunities where procurement can help achieve organisational **sustainability targets**
  - P4 integrate identified opportunities for improved sustainability into procurement processes and procedures
  - P5 consult with suppliers over opportunities for more sustainable procurement
  - P6 assess and rank opportunities according to likely **risks** and benefits
  - P7 develop sustainable **procurement specification** to meet the needs of organisational **sustainability targets**
  - P8 specify the metrics to be used to measure sustainability of procurement against organisational **sustainability targets**
  - P9 verify the ability of suppliers to deliver according to sustainable **procurement specification**
  - P10 develop a risk register and contingency plan to support implementation of sustainable **procurement specification**
  - P11 establish systems to monitor supplier performance against organisational **sustainability targets**
  - P12 gain approval and support for sustainable procurement criteria from decision makers

## COGSBP08

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### Knowledge and understanding

*You need to know and understand:*

- K1 the legislation, industry standards, and voluntary codes that support sustainable procurement
- K2 how procurement can support the economic, social and environmental principles of sustainability and sustainable business practice
- K3 how to use the principles of sustainability to promote and drive improved procurement in support of more sustainable business practice
- K4 the sustainability drivers faced by the organisation and the industry/sector within which the organisation operates
- K5 how organisational sustainability can be improved via procurement
- K6 organisational supply chain and procurement requirements
- K7 the resources being procured by the organisation and the sustainability issues associated with these resources
- K8 recent raw material, product and service sustainability innovations occurring within the sector/industry
- K9 how sustainability issues are driving change in the industry/sector
- K10 procurement processes, procedures and criteria
- K11 how sustainability targets influence procurement criteria
- K12 the role of procurement in supporting innovation
- K13 metrics and their role in sustainable procurement
- K14 how to define and apply supplier approval criteria
- K15 the processes used to monitor supplier performance
- K16 how to assess and rank risk in support of procurement
- K17 the role of risk registers and contingency planning in procurement
- K18 how to determine the sustainable credentials of supplies
- K19 how to define and apply supplier approval criteria
- K20 the processes used to verify supplier sustainability capability

## COGSBP08

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### Additional Information

#### Scope/range related to performance criteria

**Sustainability targets** that cover:

- 1 economics
- 2 social and ethical issues
- 3 environmental issues
- 4 customer product or service requirements

**Sustainability drivers** include:

- 1 economic
- 2 social and ethical
- 3 environmental
- 4 resource availability
- 5 customer and stakeholder perception
- 6 customer product or service requirements

**Risks** including those:

- 1 internal to the organisation
- 2 external to the organisation

**Procurement specification** describing:

- 1 procurement processes
- 2 procurement procedures
- 3 product/service criteria

## COGSBP08

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