



## **MET OFFICE ENVIRONMENTAL AND SUSTAINABLE PROCUREMENT POLICY**

### **1.0 INTRODUCTION**

- 1.1 The Met Office is committed to carrying out its Commercial and Procurement function incorporating the principles of environmental and sustainable procurement to deliver sustainable goods, works and services.
- 1.2 In line with current best practice it aims to ensure that its activities meet the diverse needs of the environment, economy, society and its people both now and in the future improving social value.
- 1.3 This Policy should be read in conjunction with the Office's Environmental Policy;

### **2.0 OBJECTIVES**

- 2.1 The Met Office will achieve this by:-
  - 2.1.1 The assessment of environmental impacts and corporate risks to the organisation, with a commitment to continually improve sustainable performance related to the supply chain.
  - 2.1.2 Compliance with all relevant environmental legislation and best practice.
  - 2.1.3 Educating suppliers concerning the organisations environmental and sustainable objectives - which include preventing pollution, minimising waste, preserving natural resources and promoting resource efficiency by eliminating, reducing, reusing and recycling.
  - 2.1.4 Working with key suppliers to bring about improvements in their own environmental performance and thereby spread sustainability improvements through the supply chain. This will include:-
    - Avoiding (where practicable), products which contain environmentally harmful substances Favouring products with reused or recycled content, or those that are biodegradable; Buying products using recognised labeling schemes such as FSC or EU Eco label
    - Encourage suppliers to implement effective environmental management systems, such as those certified to ISO 14001 or EMAS which is included as part of the lifecycle template and tender documentation;
    - Expecting any waste to be reduced to the lowest possible level by supplier prior to transportation, or removed from site following delivery;
  - 2.1.5 The procurement team will act as Sustainability Champions embedding requirements into the sourcing strategies as appropriate. They will promote awareness to staff of the organisation's policy and promoting best practice for sustainable purchasing. To include whole life costs of any goods and services to be purchased, this will include as a minimum:-



- Manufacture, delivery, installation
- Operating costs including energy, water usage and maintenance
- End of life costs including decommissioning and disposal

- 2.1.6 Address barriers to working with the Met Office so that SME's and local suppliers are encouraged to bid for appropriate work
- 2.1.7 Consideration of other corporate responsibility issues such as race relations, disability, ethics, sex and religion
- 2.1.8 Ensure that suppliers' environmental credentials are, as far as legally practicable, considered in the suppliers appraisal process
- 2.1.9 Ensure that (where appropriate), environmental performance is used in the awarding of contracts.
- 2.1.10 Working in partnership with others in the community to promote environmental and ethical standards.
- 2.1.11 Explore opportunities for the reuse and recycling of materials as appropriate.
- 2.1.12 Ensure that appropriate consideration is given to the costs and benefits of environmentally preferable products and service alternatives.

### **3.0 MONITORING AND REVIEW**

- 3.1 The effectiveness of this policy will be monitored and reviewed by the Sustainability Committee.

### **4.0 GUIDANCE**

- 4.1 In delivering the Met Office environmental and sustainable procurement policy the following guidance documents shall be used:-

Greening Government Commitments <https://www.gov.uk/government/publications/greening-government-commitments-2016-to-2020>

Greening Government ICT <https://www.gov.uk/government/collections/ict-strategy-resources#greening-government-ict>

Government Buying Standards <https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs>