



## Sustainable Procurement Policy

The Charity Finance Directors' Group is committed to sustainable procurement, because we recognise that our procurement of goods and services can have both positive and negative environmental and social impacts. Since climate change is a global issue, we believe that we have a responsibility to mitigate our environmental impact, and to act sustainably in order to preserve the world for current and future generations.

By environmental impacts we mean those that contribute to the degradation of all natural resources and habitats, and in particular any activities that contribute to climate change. Thus a green product will be one that is made or operates in a way that:

- uses fewer natural resources
- contains fewer hazardous or toxic materials
- has a longer life span
- consumes less energy or water in production or use
- can be reused or recycled on disposal
- generates less waste, for example be made from recycled materials, use less packaging or be recycled by the supplier.

By social impacts we mean negative impacts on the working conditions and lives of those who produce and supply goods and services for us, as defined by the International Labour Organisation's Standards. However, as a small, national organisation, we will not be able to affect the social impacts of global supply chains that may feed into our goods and services that we procure.

In practise, there is a defined list of items that we procure for use in our office, and at meetings and conferences. In every case we will look to procure the most environmental and ethical sound goods and services. However, we do have a limited amount of time to undertake procurement research, and money to pay for goods and services. In practise, research for 'good' products and services is unlikely to take long, since we have such relatively limited needs. In terms of money, we will pay up to 5% more for a product that carries greater environmental or social credentials, and over 5% we will consider such purchases on a case by case basis. However, where we can reduce our costs through efficiency, either in procurement or practise, we will pay more for a more ethical option.

In line with CFDG's normal practise, this policy, and our procurement processes/suppliers, will be reviewed once a year.

Please see 'Sustainable Purchasing' for details for specific procurement.