SUMMIT
Canada's magazine on public sector purchasing

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Summit magazine
in cooperation with Environmental Choice Program
and
in collaboration with the Canadian Public Procurement Council
presents

Leadership Award for

GREEN Procurement

Leadership in Green Procurement
SUMMIT Award
2011

Nomination Form

Deadline for submissions: June 30, 2011

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Introduction

An organization's purchasing policy can be configured as a key component of its overall environmental strategy. The purchasing power of governments and other large organizations can significantly influence local and national markets for goods and services. In fact, many organizations have already placed a top priority on "greening" their procurement. Doing so provides many benefits: environmental purchasing stimulates business for environmentally responsible companies and sets a strong example for other public purchasers and corporations.

Summit magazine, in cooperation with the Environmental Choice Program, and in collaboration with the Canadian Public Procurement Council, has launched a new leadership award in Green Procurement, designed to recognize leadership and innovation in green procurement in public sector organizations across Canada.

What do we mean by "green" procurement?

Governments can significantly reduce the environmental "footprint" of their operations by buying goods that are energy efficient, or produced without using or releasing toxic substances, or that are easily disassembled for reuse and recycling. This is what we mean by "green procurement": purchasing goods with an environmental benefit. And there are a number of third party programs to accredit green products.

Green procurement can also involve reconfiguring procurement policies to reflect a need for "greener" procurement, or implementing a training program to explain to procurement personnel the attributes of "greener" products and how to assess them.

We want to hear about your experiences with "greening" your procurement!

Eligibility

The award is open to any initiative in the public sector procurement community in Canada. For this award, we recognize six categories of public procurement, reflecting the different public purchasing environments across the country:

- federal government;
- provincial/territorial government;
- municipal government;
- academic sector (schools and universities);
- hospital sector; and
- Crown corporations.

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Award

The award will be peer-judged by a panel of experts in public sector procurement. The judges will submit the names of one finalist from each category for the final determination of a winner. Each finalist will be written up in a special supplement of *Summit* magazine, released following the announcement of the award.

Criteria

There are four mandatory criteria for the award. The green initiative must demonstrate all of the following characteristics:

- measurable and significant benefit – $$ savings, reduced environmental footprint, improved public perception;
- a high degree of innovation – new ideas or approaches in either operational or policy settings;
- the potential to be accepted as a "best practice" in green procurement for all levels of government;
- ability to influence the development of a broad range of environmentally friendly products and services in the Canadian marketplace.

It is also recommended that the submission include an assessment of the "green" impact of the project by an outside authority.

Procedure

Nomination forms are available (in pdf format) from the *Summit* magazine website (**www.summitconnects.com**). Submissions may be made in either language. Please follow the instructions on the following page; a suggested structure is provided for your submission.

Please note: a letter of reference for the initiative is required (by email only) as part of the submission, in addition to the written overview.

All entries must be submitted to *Summit* magazine by email to **award@summitconnects.com** by June 30, 2011. The finalists will be determined by August 2011 and a winner will be announced at the annual forum of the Canadian Public Procurement Council (CPPC) in Quebec City, November 6-9, 2011.

Financial considerations

The award is a token of our recognition of leadership and innovation in green procurement as shown by the winning procurement team. It will not be a monetary award.

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Nomination form

Nominee Information

Public Sector Procurement Project _____

Team Name _____ Team Leader _____

Organization _____

Team participants _____ _____

_____ _____

Category of public sector _____

Address _____ Email _____

City _____ Province _____ Postal code _____

Telephone _____ Fax _____

Nomination submitted by

Name _____ Title _____

Organization _____ Email _____

Address _____

City _____ Province _____ Postal code _____

Telephone _____ Fax _____

Certification

To the best of my knowledge, I certify that the information provided is accurate and true.

Signature _____ Date _____

Structure of the submission

The nomination form must be accompanied by an overview of the initiative that you wish to profile. We provide you with the following outline to help you structure your submission. You are welcome to include additional information that you feel is pertinent, but the submission should not exceed five (5) pages. If you have any questions, please contact us at **award@summitconnects.com**.

- Objectives of the initiative
- Brief description
- Contribution of the initiative to the key criteria:
  - measureable and significant benefit;
  - high degree of innovation;
  - potential for "best practice" in green procurement;
  - ability to influence the future development of the Canadian marketplace for environmentally friendly products and services.
- Assessment of "green" impact by an outside party.

The submission must include a letter of reference from a senior manager or procurement supervisor involved in the initiative – someone other than the nominator.