

## ANNEX 8.14

### LAUNCHING OF GREEN CHOICE PHILIPPINES

#### Grand Ballroom, Hotel Inter-Continental Manila, Makati City

#### Attendees:

|    |                                                    |                                        |
|----|----------------------------------------------------|----------------------------------------|
| 01 | Her Excellency President Gloria Macapagal Arroyo   |                                        |
| 02 | His Excellency Former President Fidel V. Ramos     |                                        |
| 03 | Her Excellency Former First Lady Amelita M. Ramos  |                                        |
| 04 | The Honorable Secretary Elisea G. Gozun            | DENR                                   |
| 05 | The Honorable Undersecretary Adrian Cristobal, Jr. | DTI                                    |
| 06 | Mr. Osamu Nakagaki                                 | JICA Resident Representative           |
| 07 | Mr. Terence Jones                                  | UNDP Resident Representative           |
| 08 | Mr. Donald Dee                                     | Employers Confederation of the Phils.  |
| 09 | Mr. Sergio Ortiz-Luis                              | PhilExport                             |
| 10 | The Honorable Asst Secretary Ferdinand Hernandez   | DTI                                    |
| 11 | Minister Lars Andreasson                           | Embassy of Sweden                      |
| 12 | Mr. Santos Godornes, Jr.                           | JICA                                   |
| 13 | Mr. Motofumi Kohara                                | JICA Deputy Resident Representative    |
| 14 | Ms. Clarissa Arida                                 | UNDP Programme Manager                 |
| 15 | Mr. Alfonso C. Supetran                            | ACS Manufacturing Corporation          |
| 16 | Ms. Lourdes D. Supetran                            | ACS Manufacturing Corporation          |
| 17 | Ms. Ma. Lilia B. Manaois                           | ACS Manufacturing Corporation          |
| 18 | Ms. Remibel delas Llagas                           | ACS Manufacturing Corporation          |
| 19 | Ms. Michelle E. Ramos                              | ACS Manufacturing Corporation          |
| 20 | Ms. Beny Hernandez                                 | ACS Manufacturing Corporation          |
| 21 | Mr. Eric Dacuscus                                  | ACS Manufacturing Corporation          |
| 22 | Ms. Ellen Parreño                                  | ACS Manufacturing Corporation          |
| 23 | Ms. Lalaine Nicolas                                | ACS Manufacturing Corporation          |
| 24 | Mr. Benjamin A. Alianza                            | Packaging Institute of the Philippines |
| 25 | Director Jesus L. Motoomull                        | BPS-DTI                                |
| 26 | Ms. Norma C. Hernandez                             | BPS-DTI                                |
| 27 | Mr. Hubert Adoreno                                 | Coca Cola Bottlers of the Phils.       |
| 28 | Mr. Cesar Arnaldo, Jr.                             | Phil. Assoc. of Realtors Board, Inc.   |
| 29 | Mr. Francis M. Jalbuena                            | Phil. Assoc. of Realtors Board, Inc.   |
| 30 | Mr. John Cuisia Mazo                               | Phil. Assoc. of Realtors Board, Inc.   |
| 31 | Ms. Nadine Bernardo                                | Figaro Coffee Co.                      |
| 32 | Mr. Emil Sanchez                                   | Figaro Coffee Co.                      |
| 33 | Mr. Howard Belton                                  | Unilever Philippines                   |
| 34 | Ms. Cristina Belton                                | Unilever Philippines                   |
| 35 | Mr. Rupert Chatwin                                 | Unilever Philippines                   |
| 36 | Mr. Chito Macapagal                                | Unilever Philippines                   |
| 37 | Mr. Jose Ejercito                                  | Unilever Philippines                   |
| 38 | Mr. Marcel Kerkmeester                             | Unilever Philippines                   |
| 39 | Ms. Analee Ventura                                 | Unilever Philippines                   |
| 40 | Mr. Crispian N. Lao                                | Phil. Plastic Industry Association     |
| 41 | Mr. Mark Anthony de Lumen                          | Phil. Plastic Industry Association     |
| 42 | Mr. Jose Concepcion                                | RFM Corporation                        |
| 43 | Mr. Sonny C. Valencia                              | Beverage Industry Assn. of the Phils.  |
| 44 | Mr. Roberto Cristobal                              | Philips                                |
| 45 | Mr. Rene Nieva                                     | Perceptions, Inc.                      |
| 46 | Mr. Noel Nieva                                     | Perceptions, Inc.                      |
| 47 | Mr. OJ Villavieja                                  | Perceptions, inc.                      |
| 48 | Ms. Farrah Villanueva                              | Perceptions, Inc.                      |
| 49 | Mr. Russell Saripe                                 | CDI Sakata Inx Corporation             |

|     |                                                     |                                      |
|-----|-----------------------------------------------------|--------------------------------------|
| 50  | Ms. Ludim Gianan                                    | CDI Sakata Inx Corporation           |
| 51  | Mr. Terry Malicse                                   | Tertex International Phils           |
| 52  | Ms. Remma B. Teñoso                                 | MEPCO                                |
| 53  | Mr. Aniano Bagabaldo                                | PhilExport                           |
| 54  | Mr. Rene E. Cristobal                               | ECOP                                 |
| 55  | Mr. Gil Perez                                       | Procter & Gamble                     |
| 56  | Mr. Jess Mallonga                                   | MEPCO                                |
| 57  | Mr. Sy Yap                                          | Standard Electric Company            |
| 58  | Mr. Rufino Kopio                                    | Cibeles Insurance                    |
| 59  | Mr. Jong Sereno                                     | Assn of Petrochemical Mfrs Phils.    |
| 60  | Mr. Christophe Joyeux                               | Unilever Philippines                 |
| 61  | Mr. Jane B. Barrameda                               | Systems Network International, Inc.  |
| 62  | Ms. Karen C. Pasilan                                | Systems Network International, Inc.  |
| 63  | Comm. Tony Chiong                                   | National Solid Waste Mngmt Com       |
| 64  | Mr. Victor Guevara, Jr.                             | Management Assn of the Phils         |
| 65  | Ms. Lourdes Guerrero                                | Beverage Industry Assn of the Phils  |
| 66  | The Honorable Presidential Asst. Angelito Sarmiento | Office of the President              |
| 67  | Ms. Laly Gutierrez                                  | Tetra Pak                            |
| 68  | Ms. Priscy Gamboa                                   | OP, Ecowaste                         |
| 69  | Mr. Evan Eleazar                                    | OP, Ecowaste                         |
| 70  | Mr. Rico Alfiler                                    | Phil Cement Manufacturers Corp.      |
| 71  | Mr. Zarge Braga                                     | JICA-EMPOWER                         |
| 72  | Ms. Daisy Ballecer                                  | PAEAP                                |
| 73  | Ms. Aloisa Z. Santos                                | UNDP-EPIC                            |
| 74  | Mr. Roger Z. Guzman                                 | PATLEPAM                             |
| 75  | Ms. Joy Esguerra                                    | UNDP-EPIC                            |
| 76  | Ms. Aurora Arnaez                                   | Clean & Green Foundation, Inc.       |
| 77  | Prof. Raul Segovia                                  | CACP                                 |
| 78  | Ms. Ghetto Pascual-Sison                            | UNDP-EPIC                            |
| 79  | Ms. Ria Ancheta                                     | UNDP-EPIC                            |
| 80  | Ms. Benette Jimenez                                 | UNDP-EPIC                            |
| 81  | Ms. Freida Tabuena                                  | UNDP-EPIC                            |
| 82  | Ms. Daisy Tañafranca                                | PRDC-DOST                            |
| 83  | Ms. Marlut F. Feo                                   | PRDC-DOST                            |
| 84  | Ms. Liza Bernardo                                   | PRDC-DOST                            |
| 85  | Ms. Leigh Francisco                                 | PAEAP                                |
| 86  | Ms. Fe K. Gloria                                    | Eximport                             |
| 87  | Col. Jun Cruz                                       | Clean & Green Foundation, Inc.       |
| 88  | Ms. Linda Cruz                                      | Clean & Green Foundation, Inc.       |
| 89  | Mr. Ricardo S. Pascua                               | Clean & Green Foundation, Inc.       |
| 90  | Ms. Angie S. Maglaya                                | PIPAC                                |
| 91  | Mr. Erwin P. Enriquez                               | PIPAC                                |
| 92  | Mr. Manuel I. Gloria, Jr.                           | Eximport                             |
| 93  | Mr. Alexander Ablaza                                | Efficient Lighting Initiative        |
| 94  | Atty. Jaime C. Manuel                               | NCAC                                 |
| 95  | Mr. John Gavadan                                    | NCAC                                 |
| 96  | Mr. Hyun Mo Park                                    | Fil-Korean Cultural Foundation, Inc. |
| 97  | Dr. Christopher M. Silverio                         | ITDI-DOST                            |
| 98  | Ms. Lydia C. Crisostomo                             | Adamson University Tech & Research   |
| 99  | Mr. Jose P. Pepito                                  | NCAC                                 |
| 100 | Ms. Ledy dela Cruz                                  | Geosphere Tech., Inc.                |
| 101 | Mr. Ito Carlos                                      | FPI & BBC                            |
| 102 | Mr. Frank Nacua                                     | Truck Manufacturers Association      |
| 103 | Ms. Alma Calleja                                    |                                      |
| 104 | Mr. Jess dela Fuente                                | VMI                                  |
| 105 | Ms. Editha Cagaoan                                  | 3 <sup>rd</sup> Wind Paper Mills     |
| 106 | Ms. Donna Reyes                                     | Miriam PEACE                         |
| 107 | Ms. Edda Henson                                     | Benguet Corporation                  |
| 108 | Atty. Angela C. Ylagan                              | ACCRA Law Office / C&GFI             |
| 109 | Mr. Luiz Palermo                                    | SPM                                  |

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| 110 | Mr. Gerard Poa                                | East Asia Paper Mills             |
| 111 | Mr. Dominic Romero                            | SCA Hygiene Products Corp.        |
| 112 | Mr. Masahiro Ohta                             | JICA                              |
| 113 | Ms. Sonia Mendoza                             | Mother Earth Unlimited            |
| 114 | Mr. Moises Talladen                           | NCAC                              |
| 115 | Engr. Frankie Arellano                        | PAEAP                             |
| 116 | Ms. Cora Claudio                              | Management Assn of the Phils.     |
| 117 | Ms. Nancy Catan                               | Green Charcoal                    |
| 118 | Dr. Metadio Palaypay                          | ZWRMPFI                           |
| 119 | Mr. Manny Almario                             | Sagip Environment                 |
| 120 | Ms. Mary Ng                                   | PIP                               |
| 121 | Ms. Lisa C. Antonio                           | PBE                               |
| 122 | Ms. Holly Clayton                             | Religious Alliance                |
| 123 | Ms. Liberty Espinoza                          | Religious Alliance                |
| 124 | Mr. Alfred Huang                              | 3 <sup>rd</sup> Wind Paper Mills  |
| 125 | Ms. Amihan Gorospe                            | APRCP                             |
| 126 | Mr. Frank Koch                                | ZHW                               |
| 127 | Dr. Olivia Castillo                           | APRCP                             |
| 128 | Mr. John Erwin D. Fuagganan                   | BOI-DTI                           |
| 129 | Ms. Estrella P. Delizo                        | BPS-DTI                           |
| 130 | Mr. Emil Ricaforte                            | ITDI-DOST                         |
| 131 | Ms. Nuna Almanzor                             | ITDI-DOST                         |
| 132 | Ms. Helen Casco                               | BOI                               |
| 133 | Ms. Daisy Sugapong                            | BOI                               |
| 134 | Ms. Bonita Reyes                              | UNDP-EPIC                         |
| 135 | Dir. Gil Laquindanum                          | BOI-EPIC                          |
| 136 | Mr. Raul C. Hernandez                         | DOST                              |
| 137 | Ms. Nilda Adao                                | BPS-DTI                           |
| 138 | Ms. Ma. Teresita G. Del Rosario               | BPS-DTI                           |
| 139 | Ms. Ledilla G. Papa                           | BPS-DTI                           |
| 140 | Ms. Ann M. Fernando                           | BPS-DTI                           |
| 141 | Ms. Erlinda Semilla                           | BPS-DTI                           |
| 142 | Ms. Myra Magabilin                            | BPS-DTI                           |
| 143 | Ms. Anne Daisy Omila                          | BPS-DTI                           |
| 144 | Mr. Edrad B. Pabellano                        | BPS-DTI                           |
| 145 | Mr. Tristan Loveres                           | BPS-DTI                           |
| 146 | Mr. Carlos Reyes                              | BPS-DTI                           |
| 147 | Ms. Felicidad V. Velandria                    | FNRI-DOST                         |
| 148 | Ms. Rosalita C. Paloma                        | Congress Committee on Ecology     |
| 149 | Ms. Ma-Lyn Panganiban                         | Congress Committee on Ecology     |
| 150 | Mr. Buboy Dargantes                           | ISRDS, LSU                        |
| 151 | Ms. Rowena Soria                              | MIRDC-DOST                        |
| 152 | Ms. Ma. Victoria Canpomano                    | BPS-DTI                           |
| 153 | Ms. Lourdes V. Navia                          | BPS-DTI                           |
| 154 | Ms. Mirna Campañano                           | DOE                               |
| 155 | Mr. Manuel Sabater                            | EMB-DENR                          |
| 156 | Mr. Alfredo Chan                              | NSWMC                             |
| 157 | Ms. Ella Deocadiz                             | EMB-DENR                          |
| 158 | Ms. Cora Castro                               | BPS-DTI                           |
| 159 | Ms. Violy Conde                               | NEDA                              |
| 160 | Ms. Leny Virtucio                             | NEDA                              |
| 161 | Mr. Fernando Antolin                          | NEDA                              |
| 162 | Ms. Lovely Romulo                             | Office of the Executive Secretary |
| 163 | Mr. Rogelio Arconcil                          | TLRC                              |
| 164 | Mr. Julius Castor                             | DAP                               |
| 165 | Director Bingle Gutierrez                     | PRRC-DBM                          |
| 166 | Ms. Vivian Cerrer                             | PEZA                              |
| 167 | Director Julian D. Amador                     | EMB-DENR                          |
| 168 | The Honorable Asst. Secretary Len A. Bautista | Presidential Management Staff     |
| 169 | Ms. Imelda P. Sarmiento                       | Clean & Green Foundation, Inc.    |

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| 170 | Mr. June Alvarez       | Clean & Green Foundation, Inc.    |
| 171 | Ms. Ave Carlos         | Clean & Green Foundation, Inc.    |
| 172 | Ms. Sol Rejano         | Clean & Green Foundation, Inc.    |
| 173 | Mr. Joy Chaneco        | Clean & Green Foundation, Inc.    |
| 174 | Mr. Edmond P. Maceda   | Clean & Green Foundation, Inc.    |
| 175 | Mr. Roland Grafe       | Embassy of the Fed Rep of Germany |
| 176 | Ms. Liza Leong         | PhilExport                        |
| 177 | Ms. Lordeth B. Bonilla | Pilipino Star Ngayon              |
| 178 | Ms. Pia Arcangel       | GMA-7                             |
| 179 | Mr. Bodgie Sonza       | GMA-7                             |
| 180 | Mr. Nitoy Navoa        | GMA-7                             |
| 181 | Mr. Louis Avila        | Media Assn                        |
| 182 | Mr. Rudy Yaneza        | ABC-5                             |
| 183 | Mr. Jolly Gozon        | ABC-5                             |
| 184 | Mr. Christian Basa     | RTVM                              |
| 185 | Mr. Alfredo Francisco  | OPS                               |
| 186 | Mr. Wil Provinio       | Manila Bulletin                   |
| 187 | Mr. George Morales     | Text                              |
| 188 | Mr. Marvin Dorado      | Saksi Ngayon                      |
| 189 | Mr. Jerry Sabino       | People's Balita                   |
| 190 | Mr. Bong Socco         | Clean & Green Foundation, Inc.    |
| 191 | Ms. Luz Malabanar      | Clean & Green Foundation, Inc.    |
| 192 | Ms. Eloisa Zulueta     | Clean & Green Foundation, Inc.    |
| 193 | Ms. Jaja Lava          | Clean & Green Foundation, Inc.    |
| 194 | Ms. Norma Villajin     | Clean & Green Foundation, Inc.    |
| 195 | Mr. Josh Filamor       | Clean & Green Foundation, Inc.    |
| 196 | Mr. Edward Namit       | Clean & Green Foundation, Inc.    |
| 197 | Ms. Beth Mendoza       | Clean & Green Foundation, Inc.    |
| 198 | Mr. Raymund Villanueva | Clean & Green Foundation, Inc.    |
| 199 | Mr. Nerryson Dante     | Clean & Green Foundation, Inc.    |
| 200 | Mr. Ben Baid           | Clean & Green Foundation, Inc.    |
| 201 | Mr. Edwin Trampe       | Clean & Green Foundation, Inc.    |
| 202 | Ms. Sandra Abastillas  | Clean & Green Foundation, Inc.    |
| 203 | Mr. Christian Ardiente |                                   |
| 204 | Ms. Pipin Juanero      | Presidential Management Staff     |
| 205 | Ms. Matet Antipano     | Presidential Management Staff     |
| 206 | Mr. Stefan Voogel      | Hotel Inter-Continental Manila    |
| 207 | Mr. Alvin Santiago     | DZRJ AM                           |
| 208 | Mr. Rene Molina        | MCTV Radyo Kalikasan              |
| 209 | Mr. Jun Zarate         | ABS-CBN Bantay Kalikasan          |
| 210 | Mr. Boy Tallod         | ABS-CBN Bantay Kalikasan          |
| 211 | Mr. Ricky de Leon      | ABS-CBN Bantay Kalikasan          |
| 212 | Mr. George Salvo       | RPN 9                             |
| 213 | Mr. Ralph Ruñez        | RPN 9                             |
| 214 | Mr. Ruel Sevilla       | RPN 9                             |
| 215 | Mr. Sonny Casulla      | DZRH                              |
| 216 | Mr. Wilson Tuprid      | Balita                            |
| 217 | Mr. Mark Oblejada      | Imbestigador                      |
| 218 | Mr. Joe dela Cruz      | Unilever                          |
| 219 | Ms. Nannet Valle       | Balita / People's Balita          |
| 220 | Mr. David Bataican     | Channel 13                        |
| 221 | Ms. Gale Medenilla     | Channel 13                        |
| 222 | Mr. Rodel Rotomi       | Today                             |
| 223 | Mr. Eero Brillantes    | Technomedia                       |
| 224 | Ms. Girlie Brillantes  | Technomedia                       |
| 225 | Ms. Ihna               |                                   |

## **I PRESS CONFERENCE**

Before the formal event started, one-on-one interviews were conducted at the Coffee Shop of the Hotel Inter-Continental. Director Jesus L. Motoomull; Chairman of the Ecolabelling Programme Board, Mr. Motofumi Kohara and Mr. Jun Godornes, Deputy Resident Representative and Project Officer, respectively, of JICA; and Ms. Imelda P. Sarmiento of the Clean & Green Foundation were the main speakers for the programme. Two media representatives conducted the interviews, highlighting the support being given by JICA-EMPOWER.

As of this writing, the Green Choice Programme appeared on 3 TV talk / public opinion shows and was heard in 5 radio guestings. A total of 5 newspaper articles were also published.

The Secretariat is still expecting more articles being published on broadsheets, more TV appearances and radio interviews, as part of its post-launch activities.

## **II. LAUNCHING OF GREEN CHOICE PHILIPPINES**

A total of 225 people from the industry, government, non-government organizations and media participated in the Launching. Upon the arrival of Her Excellency President Gloria Macapagal Arroyo at 5:00 pm, Director Jesus L. Motoomull of the Bureau of Product Standards of the Department of Trade and Industry presented an overview of the Ecolabelling Programme of the Philippines and presented of the Programme's Seal-of-Approval, the Green Choice Logo. Mrs. Amelita Ramos, Chairperson of the Clean & Green Foundation, expressed her gratitude to the government for entrusting the foundation to administer the programme, and affirmed the foundation's commitment to work hand-in-hand with the government in pursuing a cleaner and greener society.

The highlight of the event was the awarding of the Green Choice Logo to the first products found to be environmentally preferable – Pride Detergent Bar and Pride Detergent Powder, produced by ACS Manufacturing Corporation. Mr. and Mrs. Alfonso C. Supetran accepted the award from President Arroyo. After the programme, cocktails followed with the participation of President Arroyo, former President Ramos, former First Lady Ming Ramos, Secretary Gozun, Usec. Cristobal, Mr. Concepcion, Mr. Dee, Mr. Ortiz-Luis, Mr. Nakagaki and Mr. Jones.

- **Media Releases on the GCP launching**

***Publishing media:***

| Press               | Date          | Topics                                        |
|---------------------|---------------|-----------------------------------------------|
| The Philippine Star | 09 March 2003 | Gov't to Launch National Ecolabelling Program |
| Business World      | 10 March 2003 | Ecolabelling Program to be Introduced         |

|                 |               |                                                          |
|-----------------|---------------|----------------------------------------------------------|
| Manila Bulletin | 13 March 2003 | Ecolabelling now in Effect                               |
| Manila Bulletin | 16 March 2003 | Photo Release (Ecolabelling Program)                     |
| Malaya          | 20 March 2003 | Ecolabelling of Products Seeks Consumer Support          |
| Business World  | 21 March 2003 | New Labelling Logo to Watch                              |
| Business World  | 24 March 2003 | Industry Players' Support for Ecolabelling Program Urged |

**TV and Radio:**

| STATION        | PROGRAM/HOST                                                          | DATE                                                                                            |
|----------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Studio 23      | BREAKFAST/Bam Aquino, Ryan Agoncillo, Marieton Pacheco, Ria Tanjuatco | March 10, 2003<br>Monday<br>Call Time: 6:45AM<br>Studio 17<br>Look for Cathy<br>(0917) 811-1317 |
| DZAR 1026 khz. | Magandang Umaga Bayan/Angelique Lazo                                  | March 10, 2003<br>Monday<br>8:30 AM<br>phonepatch                                               |
| ANC LIVE       | Ivett Novinario                                                       | March 6, 2003<br>Thursday<br>4:00-4:30pm<br>live guesting                                       |
| DZRJ 810 khz.  | KKK sa RJ/Gerry Cornejo                                               | March 7, 2003<br>Friday<br>Between 8am-9am<br>phonepatch                                        |
| DZEC 1062 khz. | Gen Subardiaga                                                        | March 8, 2003<br>Saturday<br>5:30pm<br>phonepatch                                               |
| DWIZ 882 khz.  | Ugnayang Pambarangay?Jo Salcedo                                       | March 8, 2003<br>Saturday<br>Between 7:30-9pm<br>phonepatch                                     |
| DZME 1530 khz. | Lingkod Bayan/Rudy Santos                                             | March 6, 2003<br>Thursday<br>Between 10-11am<br>News/announcement                               |

- **Pictures from the ceremony**



Mr. Kohara and Mr. Godornes being interviewed by print media people.



Mr. Nakagaki and Mr. Godornes with Ms. Imelda Sarmiento and Director Motoomul



Mr. Nakagaki with Usec. Adrian Cristobal of DTI, Mr. Terence Jones of UNDP, President Gloria Macapagal Arroyo and Former First Lady Amelita Ramos



Former First Lady Amelita Ramos, Chairperson of Clean and Green Foundation



President Arroyo awards Green Choice Logo to ACS Manufacturing (Pride Detergent) assisted by Amelita Ramos, Mr. Nakagaki, Usec. Cristobal, Mr. Terence Jones and DENR Secretary Elisea Gozun



Awarding of Green Choice Logo to ACS Manufacturing



Mr. Nakagaki with former President Fidel V. Ramos



Mr. Nakagaki with President Gloria Macapagal Arroyo

- Media coverage on the ceremony



## **ANNEX 8.15**

### **■ Draft of Executive Order**

**MALACAÑANG**  
**MANILA**  
**REPUBLIC OF THE PHILIPPINES**

**EXECUTIVE ORDER NO. \_\_\_\_**

#### **ESTABLISHING A GREEN PROCUREMENT PROGRAM FOR ALL DEPARTMENTS AND EXECUTIVE BRANCHES OF GOVERNMENT**

WHEREAS, the Government recognizes it has to take a lead role in protecting the environment and preserving its natural resources starting in all its Offices;

WHEREAS, the Government also recognizes that as a large consumer bloc in itself, every product/service purchased has impacts on the environment through the consumption of certain materials/resources and potentials for waste;

WHEREAS, Article 4 Section 27 of Republic Act 9003, other wise known as “Ecological Solid Waste Management Act of 2000” provides that DTI shall formulate and implement a coding system for packing materials and protects to facilitate waste recycle and reuse.

WHEREAS, there is an urgent need to formulate an integrated program of green procurement that will bring about the recognition and rewarding of efforts of the industry sector in producing environmentally-sound products;

WHEREAS, a systematic and comprehensive National Ecolabelling Program is necessary to support a Green Procurement policy not only in all Government offices but with the general public as well.

NOW, THEREFORE, I, GLORIA MACAPAGAL ARROYO, President of the Republic of the Philippines, by virtue of the powers vested in me by law, do hereby order the following:

Section 1. Declaration of Policy. It is hereby declared a policy of the State to create, develop, maintain and improve conditions that will ensure the attainment of an environmental quality that is conducive to a life of well being.

Section 2. Establishment of a Green Procurement Program in all branches of Government. In pursuing this policy and consistent with the existing relevant Government Rules and Regulations, all government agencies are required to establish their respective “Green Procurement Program”. The purposes of this program are as follows:

- i. To promote the culture in Government of making environmentally-informed decisions especially in the purchase and use of different products.
- ii. To include environmental criteria in public tenders, whenever possible and practicable, products and services that lessen the burden on the environment.

- iii. To establish a system of giving due preference to brands proven to be environmentally advantageous compared to other products/services with similar use.
- iv. To develop incentive programs for suppliers of environmentally sound products and services.

Section 3. Scope. This Order shall apply to all Departments and other Executive branches of the Government.

Section 4. Third-Party Verification. – The National Ecolabelling Program (ELP) of the country, spearheaded by the Bureau of Product Standards-DTI and the Environmental Management Bureau –DENR, shall serve as the competent third-party verifier of claims on the environmental soundness of products and services.

Section 5. Funding. Appropriate funding needed to implement this order shall be taken from available funds for operation of each Department/Agency provided that such amount item is within its approved budgetary ceiling. Likewise, by virtue of RA 9003, the Department of Trade and Industry shall ensure allocation of funding for the operations of the Ecolabelling Program of the Philippines.

Section 6. Effectivity. – This Order shall take effect immediately.

Section 7. Schedule of Implementation. All concerned Departments and agencies shall within six (6) months from effectivity submit to the National Ecolabelling Body, proof of their respective green procurement programs. The program should be able to satisfy stated purposes of this Order and should specify a timetable of full implementation within eighteen (18) months from effectivity of this Order. The ELPB Body shall in turn submit to this Office the report on the performance and compliance of the different agencies to this Order.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Republic of the Philippines to be affixed.

Done in the City of Manila, this \_\_\_\_th day of \_\_\_\_\_, in the year of our Lord, two thousand and two.

**GLORIA MACAPAGAL ARROYO**

By the President  
**ALBERTO G. ROMULO**  
Executive Secretary

## ANNEX 8.16

### SEMINAR ON PRODUCT CRITERIA DEVELOPMENT

#### Audio Visual Room, Board of Investments

#### ATTENDANCE

|     |                           |                                                            |
|-----|---------------------------|------------------------------------------------------------|
| 01. | Mr. Benjamin A. Alianza   | Packaging Institute of the Philippines                     |
| 02. | Mr. Alano Angeles         | Kimbells Packaging                                         |
| 03. | Mr. Lino Wong             | UniLonseal                                                 |
| 04. | Mr. Tom Soon              | United Polyresins                                          |
| 05. | Mr. Jose P. Pepito        | National Alliance of Consumers, Inc.                       |
| 06. | Mr. Benedict Libres       | Goldilocks Bakeshop, Inc.                                  |
| 07. | Ms. Joevilyn C. Bacolcol  | Universal Robina Corporation – Packaging                   |
| 08. | Mr. Art C. Madjus, Jr.    | Office of Senator Robert Jaworski                          |
| 09. | Mr. Tony Chiong           | National Solid Waste Management Commission                 |
| 10. | Ms. Julie Dalusong        | National Book Store                                        |
| 11. | Mr. Peter Quintana        | Toprite Plastic / Philippine Plastics Industry Association |
| 12. | Prof. Raul Segovia        | Citizens Alliance for Consumer Protection                  |
| 13. | Atty. Jaime Manuel        | National Consumer Affairs Council – DTI                    |
| 14. | Mr. Juan Barsana, Jr.     | Eastern Plastic                                            |
| 15. | Dir. Albert A. Magalang   | National Solid Waste Management Commission                 |
| 16. | Dr. Araceli Monsada       | Industry Technology Development Institute – DOST           |
| 17. | Ms. Rochelle Retamar      | Industry Technology Development Institute – DOST           |
| 18. | Mr. Edmar P. Casa         | Industry Technology Development Institute – DOST           |
| 19. | Ms. Cherry R. Salvador    | Essel Propack Philippines                                  |
| 20. | Mr. KJ Tiongson           | Essel Propack Philippines                                  |
| 21. | Mr. Adamson C. Eva        | Splash Corporation                                         |
| 22. | Mr. Nesty Moralina        | San Miguel Packaging Products                              |
| 23. | Ms. Emmanuelita Mendoza   | Environmental Management Bureau – DENR                     |
| 24. | Ms. Mary Go Ng            | Packaging Institute of the Philippines                     |
| 25. | Ms. Odessa Gonzales       | DermPharma                                                 |
| 26. | Ms. Rosalie Baria         | DermPharma                                                 |
| 27. | Ms. Nolifel Tabia         | DermPharma                                                 |
| 28. | Mr. Albert Ang            | Samsotite Plastics Co.                                     |
| 29. | Ms. Helen Casco           | Board of Investments – DTI                                 |
| 30. | Mr. Mark Delumen          | Philippine Plastics Industry Association                   |
| 31. | Mr. Stephen Regis         | San Miguel Corporation – Manila Plastics Plant             |
| 32. | Ms. Magnolia B. Lendio    | Sagip Pasig Movement                                       |
| 33. | Ms. Victoria A. Lamban    | Board of Investments – DTI                                 |
| 34. | Ms. Mae Ann Pamfilo       | Avon Cosmetics                                             |
| 35. | Dr. Anamy C. Paano        | De La Salle University                                     |
| 36. | Mr. Jonathan Mayuga       | TODAY                                                      |
| 37. | Ms. Ghetto Pascual-Sison  | EPIC                                                       |
| 38. | Ms. Norma C. Hernandez    | BPS-DTI                                                    |
| 39. | Ms. Daisy Omila           | BPS-DTI                                                    |
| 40. | Mr. Jun Godornes          | JICA Philippines                                           |
| 41. | Mr. June M. Alvarez       | C&GFI                                                      |
| 42. | Ms. Ave E. Carlos         | C&GFI                                                      |
| 43. | Mr. Raymund B. Villanueva | C&GFI                                                      |
| 44. | Ms. Sol F. Rejano         | C&GFI                                                      |
| 45. | Mr. Josh S. Filamor       | C&GFI                                                      |

## **PROGRAMME**

Invocation

Welcome Remarks

*Santos Godornes, Jr.*

Japan International Cooperation Agency

Ecolabelling Programme  
of the Philippines

*Norma C. Hernandez*

Bureau of Product Standards

Department of Trade and Industry

Product Criteria  
Development

*Norma C. Hernandez*

Bureau of Product Standards

Department of Trade and Industry

RA 9003

*Dir. Albert Magalang*

National Solid Waste Management Commission

*BREAK*

Presentation of Product  
Criteria for Battery

*Dr. Anamy C. Paano*

De La Salle University

Presentation of Product  
Criteria for Plastic Packaging

*Dir. Albert Magalang*

National Solid Waste Management Commission

*OPEN FORUM*

*AWARDING OF CERTIFICATES*

*Ghette Pascual-Sison*

Moderator

### **III. ECOLABELLING PROGRAMME and RA 9003**

The seminar started with the Invocation read by Ms. Daisy Omila of the Bureau of Product Standards of the Department of Trade and Industry. Mr. Jun Godornes, representative of Mr. Osamu Nakagaki of JICA Philippines, gave the Welcome Remarks.

The Ecolabelling Programme of the Philippines (ELP) was then presented by Ms. Norma C. Hernandez, BPS-DTI's Chief of their Standards Development Division and the Vice Chairperson of the Green Choice Technical Committee. Moreover, she explained to the participants how the criteria for each product category is being developed.

Then, the Executive Director of the National Solid Waste Management Commission, Albert A. Magalang, expounded on Republic Act 9003 – the Ecological Solid Waste Management Act of 2000, the legal basis of the ELP. Through this presentation, he gave justification why plastic packaging and household batteries were given priority over other product categories with equally significant damaging impact to the environment.

#### *IV. PRESENTATION OF PRODUCT CRITERIA FOR HOUSEHOLD BATTERIES*

Dr. Anamy Paano of De La Salle University, Chairperson of the Technical Working Group 0003 which developed the standards for Zinc-Carbon and Zinc Alkaline Manganese Dioxide Batteries, then presented the criteria for household batteries.

Ms. Emmanuelita Mendoza of the Environmental Management Bureau of the Department of Environment and Natural Resources clarified the validation method or product requirement #2. She explained that securing a PICCS's certification is not mandatory and may only be required by the Bureau of Customs for the products' screening upon entry or as required by Green Choice for their accreditation of a product.

If the products' ingredients are not listed in the PICCS but covered in the importation of Small Quantity (SQI – less than or equal to 1000 kg) chemicals/products, the applicant shall secure from EMB Regional Offices the SQI clearance and submit the same to Green Choice.

Or, if the ingredients are not listed from PICCS and are considered as new chemicals, a Pre-Manufacture and Pre-Importation Notification (PMPIN) Certificate shall be secured from EMB Central Office.

#### *V. PRESENTATION OF PRODUCT CRITERIA FOR PLASTIC PACKAGING*

The criteria for Polyethylene and Polypropylene Plastic Packaging Materials were presented by Director Albert Magalang as Chairman of the Technical Working Group 0004 which developed the standards for this category.

## *VI. OPEN FORUM*

Although most participants were from the packaging sector, the questions raised were focused on the ELP itself, such as whether the label would also suggest that the product is safe and high quality, its trade implications, etc.

The participants also took the opportunity to ask Dir. Magalang regarding the solid waste collection programme of the DENR, which remains difficult in Metro Manila.

## *VII. EVALUATION / FEEDBACK*

Most participants strongly agreed that the seminar was timely and informative; that they fully understood the presentations made and would definitely contribute to their efforts of protecting the environment.

Some suggestions include:

- A quarterly technical update / forum regarding the practices of other countries or environmental or industrial groups
  - More public information campaigns
  - More seminars on ecolabelling programme
- 
- **The Brochure of the seminar**



## **Seminar on Product Criteria Development**

### **Rationale:**

In an effort to increase public awareness on ecolabelling, Green Choice Philippines, through the support of Japan International Cooperation Agency – EMPOWER Project, will present the 2 latest

product criteria to various stakeholders of household batteries and plastic packaging. PC-2003003, Product Criteria for Zinc-Carbon and Zinc-Alkaline Manganese Dioxide, and PC-2003004, Product Criteria for Polyethylene and Polypropylene Plastic Packaging was just recently established by the Technical Working Groups, 0003 and 0004. These product categories were specifically selected in support of the implementation of RA 9003, otherwise known as the Ecological Solid Waste Management Act of 2000, through the cooperation of the National Solid Waste Management Commission of the Office of the President.

**Objective:**

The seminar aims to impart to the participants the concept of product ecolabelling. Specifically, the seminar seeks to enable the participant to:

1. Understand the concept of ISO 14024 Type 1 Product Ecolabelling;
2. Appreciate the two latest product criteria established;
3. Encourage concerned manufacturers to apply for the Green Choice logo.

**When : 28 August 2003, 1 to 4 pm**

**Venue : Audio Visual Room  
Penthouse, Board of Investments  
Department of Trade and Industry  
385 Sen. Gil Puyat Avenue, Makati City**

**Target Participants:**

Invited participants include the members of the ELP Body, representatives of the National Solid Waste Management and Japan International Cooperation Agency, members of the Technical Working Groups 0003 and 0004, and the manufacturers and consumers of the subject product categories.

The target number of participants is 75.

**Proposed Programme**

Invocation Ms. Norma Hernandez

Welcome Remarks JICA Representative

Ecolabelling Programme of the Philippines

Dir. Jesus L. Motoomull

RA 9003

Dir. Albert Magalang

*BREAK*

Presentation of Product Criteria for Battery

Dr. Anamy C. Paano

Presentation of Product Criteria for Plastic Packaging

Dir. Albert Magalang

*OPEN FORUM*

*AWARDING OF CERTIFICATES*

Ms. Leonor Abella

*Moderator*

**Materials needed:**

1. Invitation
  - Card for stakeholders
  - Letter for Speakers
2. Handouts
  - ISO 14020
  - ISO 14024
  - RA 9003
3. Guidelines for Certification
4. Application Forms
5. Green Journal (new publication)
6. Certificates
7. Tarpaulin logo of GCP

## ANNEX 8.17



Office Order No. 04  
Series of 2003

### **Subject: GREEN PROCUREMENT POLICY**

#### **Section 1. General Provision**

The purchase and use of products and services can have a profound impact on the environment. Rule XII, Section 2 (Environmentally Preferable Purchasing) of the Implementing Rules and Regulations of R.A. 9003 otherwise known as the “Ecological Solid Waste Management Act of 2000” specifically states that “all government personnel shall seek to reduce the environmental damages associated with their purchases by increasing their acquisition of environmentally preferable products and services to the extent feasible, consistent with price, performance availability and safety considerations. Responsibility for environmentally preferable purchasing shall be shared among the program, acquisition and procurement personnel of government agencies.”

The BOI recognizes the positive impact that it can make on the environment through the purchasing decisions that its management makes. Hence, it is the intent of the agency to integrate environmental considerations into every aspect of acquisition including, to the extent feasible, considerations for pollution prevention, life cycle perspective/multiple environmental attributes, comparison of environmental impacts - recovery time and geographic scale, differences among competing products' environmental performance and human health as stipulated by R.A. 9003.

Although the environment may not be the core of the agency's professional mission, the integration of these factors will result in economic, health and environmental gains that will further its goal of helping develop globally competitive and sustainable local industries as well as providing timely and effective service to its clientele through a strong and capable governance.

However, this policy will not, in any way, hinder the regular procurement process as set by applicable laws and regulations.

#### **Section 2. Definition of Terms**

1. “*Environmentally Preferable Products or Services*” shall refer to products or services, which have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance or disposal of the product or service.
2. “*Green Procurement*” shall refer to the purchase or contract of environmentally preferable products or services.
3. “*Life cycle assessment*” shall refer to the compilation and evaluation of the inputs, outputs and the potential environmental impacts of a product system throughout its life cycle.
4. “*Non-environmentally acceptable products or packaging*” shall refer to products or packaging that are unsafe in production, use, post-consumer use, or that produce or release harmful products.

**Industry & Investments Building 385 Sen. Gil J. Puyat Avenue Makati City\$ Philippines**  
**Tel.: (632) 897-6682 Fax Nos.: (632) 895-3521 (IPG) (632) 895-3981 (IG) (632) 895-3978 (TSG) (632)**  
**890-3051 (AD) E-mail OSAC@boi.gov.ph Homepage: <http://www.boi.gov.ph>**  
**Cable address: INVESTBOARD P.O. Box 1872 Makati**

### **Section 3. Statements of Policy**

1. Agency personnel should seek to reduce the environmental damages associated with the BIO's purchases by increasing the acquisition of environmentally preferable products and services to the extent feasible, consistent with price, performance, availability, and safety considerations.
2. Environmental factors should be taken into account as early as possible in the acquisition planning and decision-making process.
3. Responsibility for environmentally preferable purchasing should be shared among BOI personnel especially those involved in the procurement process.
4. Environmentally preferable purchasing represents one important component of BOI's commitment to support the governments programs on waste minimization, pollution prevention and recycling as well as recognize the efforts of industries that produce environmentally sound products.

### **Section 4. Objectives and Targets**

1. To increase the acquisition of environmentally preferable products and services.
2. To identify and implement pilot products to test the best ways to incorporate environmental preference into acquisition or procurement.
3. To give due preference, whenever possible and applicable and subject to government rules and regulations, to products or brands proven to be environmentally preferable or sound, e.g., ecolabeled products.
4. To establish an incentive and award program to recognize efforts of each BOI department or unit that are most successful in promoting the purchase and use of environmentally preferable products or services as well as recognize efforts of suppliers to produce environmentally sound products.
5. To replicate the same principle of green procurement to other units and attached agencies of DTI in recognition of the government's role in protecting the environment and preserving the country's natural resources.

### **Section 5. Composition**

The BOI Green Procurement Policy Technical Working Group (GPP-TWG), created by virtue of Management Committee Res. No. 01-12 S'2003 dated 09 January 2003, is composed of the following:

1. Chairman : Administration Department;
2. Co-Chairman : Office for Industrial Policy;
3. Members : Technical Services Group;  
Industry Development Group;  
Investment Promotions Group;  
Project Assessment Group;  
BOI Bids and Awards Committee;

Technology Management Department  
Special Projects Implementors, e.g. Special Projects Div, (Promo Group),  
Revenue Streams, etc,

#### **Section 6. Action Plans and Mechanism**

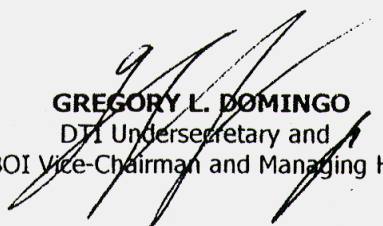
The BOI Green Procurement Policy Technical Working Group (GPP- TWG), who is tasked to draft this policy, shall formulate the action plans including the mechanism for implementation within 60 days from Board ratification

#### **Section 7. Review/Amendments**

This policy shall be reviewed and amended from time to time by the GPP-TWG whenever necessary.

#### **Section 8. Effectivity**

This policy shall be effective immediately upon ratification by the Board.



**GREGORY L. DOMINGO**  
DTI Undersecretary and  
BOI Vice-Chairman and Managing Head

## **ANNEX 8.18**

### **■ Action plan for the Green Procurement Policy**

**Subject: Specific Guidelines to Implement the BOI's Green Procurement Policy pursuant to Office Order No. \_\_\_, Series of 2003 (as ratified by the Board on 14 March 2003)**

#### **Rule 1. Basic Policy**

In recognition of the positive impact that the agency can make on the environment through its purchasing decisions, the agency intends to integrate environmental considerations into every aspect of acquisition including, to the extent feasible, considerations for pollution prevention, life cycle perspective/multiple environmental attributes, comparison of environmental impacts – recovery time and geographic scale, differences among competing products' environmental performance and human health as stipulated under R.A. 9003 or the Ecological Solid Waste Management Act of 2000 and embodied in the following Statements of Policy:

1. Agency personnel should seek to reduce the environmental damages associated with the BOI's purchases by increasing the acquisition of environmentally preferable products and services to the extent feasible, consistent with price, performance, availability, and safety considerations.
2. Environmental factors should be taken into account as early as possible in the acquisition planning and decision-making process.
3. Responsibility for environmentally preferable purchasing should be shared among BOI personnel especially those involved in the procurement process.
4. Environmentally preferable purchasing represents one important component of BOI's commitment to support the government's programs on waste minimization, pollution prevention and recycling as well as recognize the efforts of industries that produce environmentally sound products.

#### **Rule 2. Objectives**

1. To provide the necessary mechanism and minimum requirement for the environmentally preferable purchase and use of various products and services through the identification of selection standards and priority products for implementation, taking into consideration the applicable laws and regulations governing the agency's regular procurement process.
2. To promote wise use of resources through energy and resource conservation and recycling.
3. To recognize the efforts of local industries that produce and provide environmentally

sound products and services

4. To support the government's cost-cutting efforts.

### **Rule 3. Scope**

As an initial step, specific guidelines are set for the following products that are commonly purchased and used by the agency:

1. Paper and paper products
  - a) Bond paper;
  - b) Tissue and toilet paper;
  - c) Folders and envelopes;
2. Pens; and,
3. Electronic office equipment, e.g., computers, copiers, fax machines.

On a yearly basis, more products or services may be added to the list upon review and recommendation by the BOI Green Procurement Policy Technical Working Group (GPP-TWG), created by virtue of Management Committee Res. No. 01-12 S'2003 dated 09 January 2003.

### **Rule 4. Selection Standards**

1. As a general policy, all procurement activities of the agency shall be guided by the provisions of R.A. 9184 (amending E.O. 40) that mandates primary consideration for the "lowest calculated responsive bid." In view of the BOI's Green Procurement Policy, however, the equivalent cost of the impact of the product or service to the environment as well as to human health and safety should have been accounted for when selecting the "lowest calculated responsive bid," whenever possible.
2. The BOI shall base its procurement decisions on the principle of "value of money" over the life cycle of products and shall give preference to environmentally friendly products and services based on the following applicable environmental aspects:
  - Highest possible recycled material content
  - Waste avoidance
  - Elimination of virgin material requirements
  - Product re-useability or recyclability
  - Energy efficiency
  - Low maintenance requirement
  - Use of environmentally preferred inputs and
  - Ultimate disposal.
3. Whenever applicable, the department/unit intending to procure, shall include any environmental aspect in the technical specification or qualification of the product or service to be procured.

### **Rule 5. Priority Products**

The following sets the guide and action plan for the procurement of the priority products:

*As a general policy, preference shall be made to all locally produced or manufactured products or to those products that carry the Green Choice Philippines eco-label or mark, if available.*

## **A. Paper and Paper Products**

Coverage: Bond paper, tissue and toilet paper, folders, and envelopes.

### **(1) Bond paper**

- a. Prefer brands that are locally produced or manufactured as these are made of 100% recycled raw materials; or prefer those that carry the Green Choice Philippines eco-label, if available.
- b. Use coated, “glossy” paper for specific purposes only. (This type of paper is more expensive and currently much less acceptable for recycling.)
- c. Use bleached paper only for letterheads and external communications. (Bleaching process is energy-intensive. Chlorine bleaching, which is commonly used, can create waste matter that contains two dangerous compounds: dioxins and furans, which are both highly toxic. These compounds, likewise, take a long time to break down in the environment, and pose threat to human and animal health.)
- d. Use recyclable papers for drafts or internal memos/communications. Drafts and working papers used by technical working groups or ad hoc committees should be coursed through the Lotus notes.
- e. Use both sides of the paper for Mancom/Board memos or internal memos and communications. Whenever possible, minimize the number of pages of memos presented to Mancom meetings. Voluminous attachments or annexes should be distributed through the Lotus notes.

### **(2) Tissue and toilet paper –**

- a. Prefer products that carry the Green Choice Philippines eco-label or those that conform to the product criteria for tissue papers set by the Eco-labeling Program (ELP) Body, as follows:
  - i) The product shall be made of not less than 60% recycled material.
  - ii) The product should have been produced without toxic fluorescent whitening agents.
  - iii) The product shall have the physical properties as determined by the Philippine

National Standard for toilet paper (PNS 73).

(3) Folders and envelopes

- a. Prefer brands that are locally produced or manufactured.
- b. Use coated, “glossy” paper for special purposes only.

**Pens**

- (1) Replace disposable ball-point pens with refillable (sign) pens.
- (2) Issue refills on a semi-annual basis and pen holders on a bi-annual basis.

**Electronic Office Equipment**

Coverage: computers, copiers, fax machines

- (1) Prefer computers that switch off automatically when not in use for longer periods, thus have a low energy consumption rate, e.g. Energy Star mark.

(Desktop PC’s and monitors comply with Energy Star requirements if they are configured to automatically enter a low-power mode of 300W or less after a period of 15 to 30 minutes of inactivity.)

- (2) Conduct regular market checks for new computers and other electronic equipment that promote energy-saving.
- (3) Prefer suppliers that promote recycling or adopt a buy-back or take-back program or implement proper waste disposal system in order to ensure that disposal of used or obsolete products, including their packaging materials are being addressed.

**Rule 6. Effectivity**

This Specific Guidelines to Implement the BOI’s Green Procurement Policy shall take effect immediately upon ratification by the Board.

## **ANNEX 8.19**

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- **1<sup>st</sup> Technical Working Group Meeting on Green Procurement Policy for BOI**

**December 9, 2002, 2:00pm**  
**Penthouse Conf. Room A, BOI, Makati City**

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Present were:

|                      |                                |
|----------------------|--------------------------------|
| Ms. Raquel Echague   | BOI - OIP                      |
| Ms. Leonor Catahan   | BOI - Supervision & Monitoring |
| Mr. Ruben Sendingan  | BOI - IPD 2                    |
| Ms. Virgie Compendio | BOI - Legal                    |
| Ms. Remy Ignacio     | BOI - Logistics                |
| Ms. Beth Henley      | BOI - Internal Audit           |
| Mr. Pocholo Adriano  | BOI - Logistics                |
| Ms. Lorna Yumul      | BOI - Project Evaluation       |
| Ms. Victoria Lamban  | BOI - OIP                      |
| Mr. Rey Lignes       | BOI - Project Evaluation       |
| Mr. Erwin Furagganan | BOI - OIP                      |

### **Minutes of the Meeting:**

Ms. Raquel Echague, OIC of the Environmental Matters Division, OIP welcomed the participants and discussed the purpose of the meeting.

#### I. Briefing on the EMPOWER Project

Ms. Echague gave a brief background of the EMPOWER Project including the expected output of the Project.

#### II. Formation of Technical Working Group (TWG) of Green Procurement Policy (GPP)

Ms. Echague requested the confirmation from those present as official representative of their respective department/unit to the TWG and will officially compose the TWG that will draft the BOI's GPP. Concerns were raised by majority of the attendees since they were not officially designated to represent their respective department/unit to the TWG. Some of them have been requested to attend the meeting at a short notice. Some of them may not be able to attend regularly due to various and numerous assignments. Ms. Echague reminded the attendees about the memorandum that was sent to their respective department/unit heads that intends to form a TWG that will be composed of official representatives for purposes of continuity. In view of these concerns raised, there was a consensus to present first to Management Committee for approval of the official composition of the TWG.

#### III. Setting of the next TWG meeting

The next meeting will be set once the Management has approved the official composition of the TWG.

#### IV. Adjournment

As there were no other matters to be discussed, the meeting was adjourned at 3:30 pm.

Prepared by:

John Erwin Furagganan  
EMD, OIP

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• **2<sup>nd</sup> Technical Working Group Meeting on Green Procurement Policy for BOI**

**January 27, 2003, 2:00pm**  
**5<sup>th</sup> Floor Conference Room, BOI, Makati City**

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Present were:

|                        |                          |
|------------------------|--------------------------|
| Mr. Marlito Cardenas   | JICA-EMPOWER Study Team  |
| Ms. Misako Takagi      | JICA-EMPOWER Study Team  |
| Mr. Manuel Ray Almario | SAGIP Environment Inc.   |
| Mr. Edgar de Jesus     | SAGIP Environment Inc.   |
| Mr. Honorito Chaneco   | SAGIP Environment Inc.   |
| Ms. Imelda Sarmiento   | Clean & Green Foundation |
| Mr. June Alvarez       | Clean & Green Foundation |
| Mr. Marjorie Ramos     | BOI - Legal              |
| Ms. Raquel Echague     | BOI - OIP                |
| Ms. Virgie Compendio   | BOI - Legal              |
| Ms. Remy Ignacio       | BOI - Logistics          |
| Ms. Beth Henley        | BOI - Internal Audit     |
| Mr. Pocholo Adriano    | BOI - Logistics          |
| Mr. Gil Laquindanum    | BOI - Admin.             |
| Mr. Ruben Sendangan    | BOI - Infrastructure     |

**Minutes of the Meeting:**

Ms. Raquel Echague, OIC of the Environmental Matters Division, OIP called the meeting to order and informed the TWG of the purpose of the meeting.

I. Introduction and Briefing on Green Procurement Policy (GPP)

Ms. Echague gave a brief background of the project. The BOI's GPP is one of the components of the Ecolabeling and Green Procurement Policy Pilot Project being implemented by the Clean & Green Foundation under the JICA-EMPOWER Project. The other component of the pilot project the technical assistance to BOI for the preparation activities towards ISO 14001 Certification. SAGIP Environment Inc. has been contracted by JICA as consultant for this last component and the GPP. They are tasked to gather data and analyze GPP policies and experiences in other countries to guide the TWG in the formulation of the draft GPP policy.

II. Formation of Technical Working Group (TWG) of Green Procurement Policy

Ms. Echague informed the group that the Management Committee has already approved the creation of the TWG to handle the drafting of the BOI's GPP. Those who were present are representatives of the different departments/units of the BOI that were identified to compose the TWG. A consensus was then made that Mr. Gil Laquindanum, Director of the Administrative Department act as the head of the TWG. He also happens to be the BOI's Environmental Management Representative who will supervise the activities for the preparation for ISO 14001 Certification. The Environmental Matters Division will serve as the Secretariat. Other departments/units who failed to send representatives to the meeting will be reminded again. In view of the pending re-engineering at the BOI, other departments/units that were identified by the Management Committee

but which might be abolished later will be excluded in the TWG. With regard to the representation of the Commission on Audit, there was a consensus that it be excluded from the TWG since this is purely a BOI matter. They may be called on a need basis.

### III. Presentation of Green Procurement Policy (GPP) from other Countries by the Consultant

Mr. Honorito Chaneco of SAGIP Environment Inc. presented the policies and experiences on GPP from other countries. In addition, recommendations and steps for GPP were also discussed to guide the TWG in drafting GPP for BOI.

### IV. Setting of the next working group meeting

After the presentation, Ms. Echague mentioned that the TWG would try to prepare a draft policy on green procurement for BOI within the second week of February. The draft GPP is 2 weeks behind of the proposed time schedule.

With 3 more TWG for GPP meeting remaining, the next TWG meeting is set on the 3<sup>rd</sup> week of February to present the draft policy.

### V. Adjournment

As there are no other matters to be discussed, meeting was adjourned at 4:00 pm

Prepared by:

Manuel Ray M. Almario  
SAGIP Environment, Inc.  
Environmental & Sustainable Agri-Industrial  
Planners & Managers, Inc.

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### • **3<sup>rd</sup> Technical Working Group Meeting on BOI's Green Procurement Policy (GPP)**

**February 10, 2003, 2:00pm**  
**5<sup>th</sup> Floor Conference Room, BOI, Makati City**  
**Minutes of the Meeting:**

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Present were:

|                       |                       |
|-----------------------|-----------------------|
| Ms. Gil Laquindanum   | BOI - Admin.          |
| Ms. Raquel Echague    | BOI - OIP             |
| Ms. Imelda Sarmiento  | Clean & Green         |
| Mr. June Alvarez      | Clean & Green         |
| Ms. Marjorie Ramos    | BOI - Legal           |
| Ms. Grace del Rosario | BOI - IPD 1           |
| Mr. Pocholo Adriano   | BOI - Logistics       |
| Ms. Alice Ore         | BOI - Marine Products |
| Ms. Victoria Lamban   | BOI - OIP             |
| Ms. Donna Lipar       | BOI – Promo           |

Ms. Gil Laquindanum, Director of the Administration Department presided over the meeting and acknowledged the official composition of the TWG.

I. 1<sup>st</sup> Draft of the BOI Green Procurement Policy (GPP)

Ms. Raquel Echague, OIC-Environmental Matters Division, OIP presented and discussed the first draft of the GPP which was based on recommendations from the consultant. Comments were gathered from each member of the TWG. Ms. Sarmiento and Mr. Alvarez of Clean & Green likewise gave their insights for the guidance and information of the TWG.

II. Next Steps

A revised draft will be presented to the TWG during the next meeting, which was scheduled on 24 February 2003.

III. Adjournment

As there are no other matters to be discussed, the meeting was adjourned at 3:30 p.m.

Prepared by:

Raquel B. Echague

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• **4<sup>th</sup> Technical Working Group Meeting on BOI's Green Procurement Policy (GPP)**

**February 24, 2003, 2:00pm  
5<sup>th</sup> Floor Conference Room, BOI, Makati City  
Minutes of the Meeting:**

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Present were:

|                        |                          |
|------------------------|--------------------------|
| Mr. Manuel Ray Almario | SAGIP Environment Inc.   |
| Ms. Raquel Echague     | BOI - OIP                |
| Ms. Estela Jimenez     | BOI - Accounting         |
| Ms. Ditas Hipolito     | BOI - OIP                |
| Ms. May Moreno         | BOI - Infrastructure     |
| Ms. Lorna Yumol        | BOI - Project Evaluation |
| Ms. Grace del Rosario  | BOI - Mining             |
| Mr. Pocholo Adriano    | BOI - Logistics          |
| Ms. Alice Ore          | BOI - Marine Products    |
| Ms. Victoria Lamban    | BOI - OIP                |
| Ms. Nora Espinola      | BOI - Logistics          |

Ms. Raquel Echague, OIC of the Environmental Matters Division, OIP called the meeting to order and inform the TWG of the purpose of the meeting.

### I. Guide Steps for Establishing the BOI Green Procurement Policy

Mr. Almario of SAGIP Environment Inc. presented the report on the Analysis on Green Procurement Policy among different countries. Although this was the same report presented to the TWG for GPP last January 27, 2003, Ms. Echague requested SAGIP Environment, Inc. to present their findings because most of the members of the TWG for GPP were absent during the previous meeting and would want to hear the report in preparation for the final draft of the policy for GPP.

### II. Discussion on Comments on the 2<sup>nd</sup> Draft of the GPP

Ms. Echague presented the 2<sup>nd</sup> draft of the BOI-GPP. Clarifications were made whether the GPP will be circulated as an Administrative Order or Office Order. It was agreed that the BOI Legal Department would be consulted to put in place the proper legal wordings for the GPP.

The possible target areas for GPP are ranked as follows: 1) Paper, 2) Office Machines, 3) Cleaning Products 4) Lighting materials 5) Furniture and 6) Computer.

Additional members for the TWG for GPP will include the Special Projects Implementors who also procure materials and supplies for their own projects and Technical Management Department that handles the procurement of computers and other IT-related materials and services.

### III. Important Schedules to Remember

The discussion of pilot products, action plans and implementation mechanism will be held on March 24, 2003.

The final draft of the GPP will be finalized within 60 days and will be presented to the BOI Management Committee/ Board for approval.

### IV. Adjournment

As there are no other matters to be discussed, the meeting was adjourned at 4:00 pm

Prepared by:

Manuel Ray M. Almario  
SAGIP Environment, Inc.  
Environmental & Sustainable Agri-Industrial  
Planners & Managers, Inc.

• **5<sup>th</sup> Technical Working Group Meeting BOI Green Procurement Policy**

**4<sup>th</sup> Flr. Conference Room, BOI Bldg., Makati City**  
**31 March 2003, 2:00 P.M**  
**Minutes of the Meeting**

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**ATTENDEES:**

|                         |                                         |
|-------------------------|-----------------------------------------|
| Ms. Raquel B. Echaque   | OIP, Presiding Officer                  |
| Mr. Manuel Almario      | Sagip Environment                       |
| Ms. Nora C. Espinola    | Logistics Division, AD                  |
| Mr. Zomer Penales       | Economic Research                       |
| Mr. Pocholo Adriano     | Logistics Division                      |
| Ms. Marilyn Ruiz        | Special Projects–Motor Vehicle Products |
| Ms. Lanie Orsua         | Electronics and ICT Department          |
| Ms. Donna A. Lipar      | OSAC                                    |
| Atty. Marjorie O. Ramos | LSD                                     |
| Ms. Grace del Rosario   | MMNRPD                                  |
| Mr. Rollie M. Mariano   | TMD                                     |
| Ms. Victoria A. Lamban  | OIP                                     |
| Ms. Daisy C.L. Sugapong | OIP                                     |

**HIGHLIGHTS**

Ms. Echague explained that the purpose of the meeting is to identify the pilot products and formulate the action plans related to the implementation of the Green Procurement Policy (GPP) which was approved by the Management Committee on 11 March 2003.

The following were the identified products/items that may be included in the initial implementation of the GPP:

1. Paper

a. Tissue or toilet paper

- The office shall procure tissue paper made of recycled materials. The criteria in selecting will be based on the requirements/quality criteria set under the Ecolabeling Program (ELP) of the Philippines, among which is that, the product shall be made of not less than 60% recycled fiber.

“Softtee” is one brand of tissue paper that is known to have complied with the ELP criteria. However, the company producing said brand decided not to pursue the Green Choice Philippines label since it might affect the other type of tissue paper they produce, which is made of virgin pulp.

Logistics Division will check whether Kimberly-Clark, the present supplier of tissue and towel papers, uses recycled materials for their products.

b. Bond paper

- All BOI units will be advised by the Logistics Division to use both sides (i.e., back-to-back) of the bond paper for the drafts as well as inter-office memos.
- There was a suggestion to use e-mails in BOI correspondences, i.e., for internal communications. The suggestion, however, is subject to further study of the TWG for it might be overused/abused.
- Logistics Division to check the possibility of using recycled or used paper instead of copy paper for the photocopiers.

c. Folders

d. Envelopes – include the white and brown envelopes

2. Sign pen

- Refillable sign pens will be procured to replace the ordinary types presently being used.
- Only refills will be issued.

3. Office equipment, such as computer

- TMD to coordinate/negotiate with the computer supplier/s the possibility of a buy-back/take-back policy for the computer packaging materials.
- It was emphasized that the GPP is not limited to the procurement of environment-friendly products but it also includes the procurement of energy-saving equipment, such as computers with “Energy Star” mark.

4. Toner/ink – e.g. the one used for computer printer

**CONCLUSION:**

The action plan is expected to be implemented middle of May 2003. Hence, the draft action plan has to be presented to the Management Committee on the 1<sup>st</sup> week of May for approval.

**The final meeting of the GPP-TWG, i.e., for purposes of finalizing the action plan, is scheduled for 28 April 2003.**

Prepared by:

DAISY CORAZON L. SUGAPONG  
GPP-TWG Secretariat

Noted by:

RAQUEL B. ECHAGUE  
For: Office for Industrial Policy  
GPP-TWG Co-Chairman

• **6<sup>th</sup> BOI Green Procurement Policy Technical Working Group Meeting**

**4<sup>th</sup> Flr. Conference Room, BOI Bldg., Makati City**  
**28 April 2003, 2:00 P.M**  
**Minutes of the Meeting**

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**ATTENDEES:**

|                         |                                                                    |
|-------------------------|--------------------------------------------------------------------|
| Ms. Nora Espinola       | Logistics Division (LD), Presiding Officer                         |
| Mr. Manuel Almario      | SAGIP Environment                                                  |
| Mr. Pocholo Adriano     | Logistics Division, AD                                             |
| Mr. Zomer Penales       | Library                                                            |
| Ms. May Moreno          | Infrastructure, Service and Other Industrial Department (ISOIPD)   |
| Ms. Donna A. Lipar      | One-Stop Action Center (OSAC)                                      |
| Ms. Virgie Compendio    | Legal Services Department (LSD)                                    |
| Mr. Jun Castillo        | Petrochemicals and Metals Department (PMD)                         |
| Ms. Alicia Ore          | Mining, Marine and Other Natural Resourced-Based Dept.<br>(MMNRPD) |
| Mr. Manuel V. Cruz      | Technology Management Department (TMD)                             |
| Ms. Victoria A. Lamban  | OIP                                                                |
| Ms. Daisy C.L. Sugapong | OIP                                                                |

**HIGHLIGHTS –**

- **Ms. Espinola informed the group that she was asked to preside the meeting since Ms. Echague was not available.**

**She explained that the purpose of the meeting is to discuss and finalize the action plans/ guidelines to implement the BOI Green Procurement Policy.**

- **The discussion was started with the review and approval of the minutes of the previous meeting (31 March 2003).**
- **Ms. Espinola presented the draft Green Procurement Policy Guidelines prepared by the Secretariat for the members' comments and/or inputs.**
- **The following comments were given by the TWG members on the draft guidelines:**
- **Ms. Espinola commented that her office, which is in-charge of procurement activities, will try to comply with the Selection Standards set under the draft GPP Guidelines.**
  - **Change EO 40 to RA 9184 since the latter has already amended said EO.**
  - **On tissue or toilet paper:**
    - **The word “recycled fiber” should be changed to “recycled material” to be more generic.**
  - **Most of the offices are already practicing the use of back-to-back pages of a bond paper. Hence, there will be minimal adjustment on the part of the employees.**

- **On the use of recycled or used bond paper for photocopying, Ms. Espinola informed the group that this is not possible since this will cause jam in the machine. The copying machine normally has paper specifications to be used.**
- **On the use of e-mails in BOI correspondences (internal memos), Mr. Cruz informed the group that TMD was instructed by Gov. Henares to design a system called the “Mancom Collaboration Facility.” This system will make the Mancom members do away with those voluminous papers being brought every meeting. The members will be provided notebooks (laptop), instead, which will contain all the files/memos for Mancom discussion. This is in line with the agency’s thrust to minimize the use of papers.**
- **On the other hand, Mr. Cruz commented that the promotion by the suppliers on the collection and reuse of used computer products and devising a recycling and disposal method for these products are not presently being practiced. He will, however, check on this.**
- **Ms. Espinola concurred the replacement of the existing ordinary type of pens to refillable sign pens. She cited that the price of refillable pen amounts to about P20 to P22, while the refill costs about P15 to P16. Hence, the savings of about P5 each pen.**

#### **CONCLUSION:**

The TWG members basically approved the draft GPP Guidelines, the presentation/ format of which will be subject to style.

The revised draft will be presented to the members and executive directors for further comments.

The final draft will be presented to the Mancom in May 2003.

Prepared by:

DAISY CORAZON L. SUGAPONG  
GPP-TWG Secretariat

Noted by:

RAQUEL B. ECHAGUE  
For: Office for Industrial Policy  
GPP-TWG Co-Chairman

• **Report on GPP Implementation in other countries**

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## **INTRODUCTION**

In December of 2001, an agreement was signed between the Department of Trade and Industry's Board of Investment (BOI) and the Japan International Cooperation Agency (JICA). The agreement designed the Environmental Management with Public and Private Sector Ownership in the Republic of the Philippines (EMPOWER). EMPOWER aims to formulate the action plan on industrial environmental management (IEM) that will clarify actions on its promotion by private enterprises and investors in the Philippines and to strengthen capacities on IEM of government agencies and private industrial associations.

In line with these objectives, EMPOWER released the Technical Specifications for the Green Procurement Pilot Project. This project has been identified as one of the pilot projects under EMPOWER. This specific pilot project aims to support the Clean and Green Foundation, Inc. and BOI in accrediting the first eco-labeled products, establish organizational and methodological framework and details for the eco-labeling program, and increase consumers' awareness towards eco-labeled products. In addition, the project aims to empower BOI to promote green procurement policies through BOI's ISO 14001 certification and green procurement policy development.

This report is a milestone of one of the objectives of the technical specifications of the green procurement policy, which is to prepare a report on information on green procurement policies worldwide and other pertinent information which will assist BOI in developing their own green procurement policy. This document tries to capture the various experiences of other countries and serves as an outline for the Philippine government in its initiatives towards having a "greener" procurement system.

This document tries to capture the various experiences of other countries and serves as an outline for the Philippine government in its initiatives towards having a green procurement system.

## **HISTORY AND CONCEPT OF GREEN PROCURMENT**

This section introduces the concept of green procurement and traces its history and beginnings.

### **EARTH SUMMIT AND AGENDA 21**

It all started with a global perspective in the 1992 Earth Summit in Rio de Janeiro, Brazil broadly participated by all sectors of society including children, youth, and even farmers. They all recognized the importance of building a world where resources are protected and within reach of all citizens of the world. Leaders then had to make a decision that will lead to the survival of the planet and the generations to come.

In this summit was born Agenda 21, which spells out the international community's global plan of action for sustainable development. It is all about the need to rethink economic development and transform world attitude and behavior such that development will not come at the expense of the environment. The agreements, commitments, and principles outlined in this were recently reaffirmed at the World Summit on Sustainable Development (WSSD) in Johannesburg, South Africa last September 2002.

Within Agenda 21, various trade measures aimed at enhancing the effectiveness of environmental regulations and addressing the root causes of environmental degradation are enumerated. Agenda 21 also promotes sustainable consumption and production patterns to minimize environmental depletion and pollution which in turn leads to green procurement.

## GREEN PROCUREMENT IN GOVERNMENT

The government being the largest single buyer and property manager can have a significant impact on the economy. Studies show influence can reach as much as 20% of the annual GNP. Being under constant public scrutiny, especially on its purchases, the government should lead by example through leadership in government purchasing. This is consistent with Agenda 21's aim in changing consumption patterns especially of governments by adopting greener procurement as part of integrating environmental concerns in policy and decision-making (Section 1, para. 4.23).<sup>1</sup>

With its considerable influence on corporate decisions and public perception, the government can act as the driver for *environmentally preferable products and services*.<sup>2</sup> Through a review of purchasing policies, agencies and departments should improve the environmental content of government procurement policies, taking into consideration international trade principles. Effective use of government spending power also complements the broad mix of many other policy tools such as pollution prevention, voluntary programs and other economic instruments that seek to enforce environmental regulations that is primarily voluntary in approach.

Finally, the exercise of implementing a green procurement strategy in government agencies is an effective means to foster positive cultural change and improve employee commitment within participating agencies. This is due to the fact that the training programs and action plans engage the employees in the change process, increase organizational awareness and encourage personal responsibility for the environment.

## **PHILIPPINE INITIATIVES IN GREEN PROCUREMENT**

This section discusses the various Philippine efforts related to sustainable development and environmental protection, in general and green procurement, specifically. Although there are various laws on procurement in general such as Republic Act 9184 and Executive Order 40, there are no provisions on green procurement in these laws. This section however, lists Philippine laws and regulations which do have a green procurement component.

## THE PHILIPPINE AGENDA 21 AND PHILIPPINE BUSINESS AGENDA 21

Through Memorandum Order 399 issued by President Fidel V. Ramos, the country adopted the Philippine Agenda 21 (PA 21) to serve as the country's blueprint for sustainable development. Subsequently, the "greening" process began through various consultative meetings among the industry associations, top executives and leaders, which resulted in Business Agenda 21 (BA 21). It reflects the business sector's

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<sup>1</sup> Agenda 21 Section 1:B: Developing national policies and strategies to encourage changes in unsustainable consumption patterns para. 4.23 "Governments themselves also play a role in consumption, particularly in countries where the public sector plays a large role in the economy and can have a considerable influence on both corporate decisions and public perceptions. They should therefore review the purchasing policies of their agencies and departments so that they may improve, where possible, the environmental content of government procurement policies, without prejudice to international trade principles."

<sup>2</sup> United States Environmental Protection Agency (USEPA) defines environmentally preferable products and services as "products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose."

response to address environmental concerns. It also presents industry's vision, strategies, and role in the country's overall sustainable development plan.

#### THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)

Back in 2001, the DENR organized a seminar on Green Procurement. This seminar was supported by the US-ASEAN Environmental Partnership (US-AEP) in its effort to promote "Greening the Supply Chain." The participants were all from DENR and they were shown the different approaches in the US. The presentation included a discussion on the motivations behind and the value and importance of government environmentally preferred purchasing (EPP). Also, there was discussion about the term "green" and identified opportunities/areas where greening programs can be held, such as in buildings (both new and old), vehicle fleets, and office supplies.

The aim of DENR was to establish a program which may be implemented on a department-wide scope and catalyze other government agencies to follow suit. It should be noted however that this effort has been stalled and no concrete guidelines and mechanisms have been yet established.

#### THE ECOLABELING PROGRAM OF THE PHILIPPINES (EPP)

Although the idea had long been brewing in different discussions in the past, it was only realized when the formal steps were undertaken under the DTI project (United Nations Development Program funded) called "Private Sector Participation in Managing the Environment" (PRIME). The Governing Board that acts as the steering committee is composed of different sectors and chaired by the DTI and DENR. Eventually the Clean and Green Foundation, Inc. was tasked to act as the Secretariat and since then it has progressed considerably.

Its formal program name is "Green Choice Philippines" and its primary purpose is to distinguish and label products that have been identified to be environmentally sound as compared to other brands of the same use.

#### PROPOSED EXECUTIVE ORDER (EO) ON GREEN PROCUREMENT PROGRAM OF THE DIFFERENT GOVERNMENT AGENCIES

As part of the effort to promote ecolabeling, a draft EO is being circulated and pushed hoping to get more endorsers and supporters. Its content simply states that government agencies are encouraged to formulate and adopt its own green procurement programs that primarily consider environmental attributes in making purchasing decisions. It is in this line that the EPP will be used as a guideline for applicable products. The draft of the EO is presented as Attachment C.

#### DENR ADMINISTRATIVE ORDER NO. 2001-34 AND REPUBLIC ACT 9003 (ECOLOGICAL SOLID WASTE MANAGEMENT ACT OF 2000)

Specific provisions in Rule XII of the Implementing Rules and Regulations (IRR) encourage all national and local governments to purchase environmentally preferable products (EPP) and services. It states that all government personnel shall seek to reduce the environmental damages associated with their purchases by increasing their acquisition of EPP. The provision also mandates government in coming up with a list of "Non-Environmentally Acceptable Products"

Other sections specifically task the Department of Trade and Industry to formulate and implement a coding system for packaging materials and products to facilitate waste recycling and re-use.

The relevant rule in the rule in the IRR of RA 9003 is presented in full in Attachment D.

## **GREEN PROCUREMENT**

With the general aim for sustainable development, green procurement is hinged on the principles of pollution prevention and reducing risk to human health and the environment.

Procurement criteria usually only involves consideration for performance requirements<sup>3</sup> and price competitiveness. Green procurement adds another dimension in the selection process, that is, products and services must also be environmentally preferable i.e. have minimal of environmental impact<sup>4</sup> in all stages of a product/service's life cycle:

- extraction and processing of raw materials;
- design and formulation;
- manufacture, packaging, transport and distribution;
- installation, use, and maintenance;
- recycling and reuse; and
- final disposal of the product.

Green procurement takes cognizance of the long-term impact of day-to-day procurement decisions. It means purchasing products that use fewer natural resources and may involve energy efficiency in use/manufacture, lesser hazardous or toxic materials, recyclable, reusable, ends with minimal waste.

### Benefits of Green Procurement

The benefits of establishing a green procurement program includes:

- Meeting of environmental regulations
- Savings through goods with reuse/remanufacturing characteristics
- Lower costs due to efficiency in waste and hazardous material management
- Long-term cost savings in energy, water, and fuel conserving devices
- Lower health costs due to reduced exposure to toxic and hazardous materials
- Better quality and performance of environmentally preferable products and services
- Reduced demand for landfill space
- Savings due to use of environmental management system and life-cycle management
- Fosters cultural and economic changes and environmental responsibility
- Improves public commitment to sustainable development
- Cost savings, enhanced credibility, and improved employee morale
- Strengthens market demand for environmental goods and services
- Promotes environmental awareness in industry
- Reduces negative impacts of government operations

### Challenges of Green Procurement

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<sup>3</sup> Performance requirements include considerations for cost, availability, maintainability, durability, fire rating, flame spread, limiting the creation of hazardous waste, acoustical performance, other testing and certification, energy performance.

<sup>4</sup> Environmental impacts include emissions/effluents, recyclability, recovered material content, toxicity, biodegradability; and life cycle energy/natural resource

The challenges facing BOI in implementing a green procurement program includes:

- Engaging the public in the change process and encouraging personal responsibility for the environment
- Difficulty in accurately measuring and monitoring procurement practices.
- Limited time and financial resources due to the misconception that environmentally preferable products and services cost more and perform less
- Complication with international trade agreements that aim to eliminate barriers to trade and facilitate cross border movement of goods and services between signatory countries
- Difficulty in weighing various environmental merits across different product categories
- Limited coverage to commonly-purchased goods and does not include unique or highly specific goods usually required by government
- Limited participation due to certification and licensing costs'
- Difficulty in product availability and existence of more product alternatives due to sluggish market demand for such products
- Changing purchasing habits and existing relationships with current suppliers

## **EXPERIENCES OF OTHER COUNTRIES AND INSTITUTIONS IN GREEN PROCUREMENT**

As part of the commitment to sustainable development and the Agenda 21, various countries and institutions have come up with policies directed to “greening” government procurement. A summary matrix (Table 4-1) shows how each country and institution is implementing green procurement. Major areas in program management were identified to allow for cross-country comparison. Examples of green procurement policies can be found in Attachment A.

**Table 1-1 Summary Matrix of Green Procurement Implementation in Other Countries and Institutions**

| Country | Strategy                                                                                           | Structure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Tools for Operationalization                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Awareness and other Initiatives                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Canada  | Legislation passed requiring departments/agencies to table sustainable development in Parliament   | <ul style="list-style-type: none"> <li>Treasury Board Advisory Committee                             <ul style="list-style-type: none"> <li>→ To form procurement strategy for sustainable development</li> <li>→ deals with horizontal issues across government</li> <li>→ explores ways to advance the cause of sustainable development through procurement.</li> </ul> </li> <li>Interdepartmental Committee on Performance Measures for Sustainable Government Operations                             <ul style="list-style-type: none"> <li>→ looks at how to establish, define, and promote the use of common measures in sustainable government operations</li> <li>→ examines current developments and exchanges best practices</li> <li>→ produces indicators for environmental performance measurements</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Voluntary program</li> <li>Economic instruments</li> <li>Reporting mechanisms that can influence industries through non-legislative means</li> <li>Departmental collaborations to establish clear, measurable targets to judge success of strategy implementation</li> <li>The Guide to Green Development – outlines government's commitment to integrate sustainable development in government business and decisions.</li> <li>Directions on Greening Government Operations Policy – directs departments to implement an environmental management system (EMS) and identify green procurement as key environmental issue to be addressed</li> </ul> | <ul style="list-style-type: none"> <li>Leaders' Forum – to consult various organizations and departments on how to approach sustainable development.</li> <li>Partnerships and alliances among departments, non-government organizations (NGOs), and industry as well as OECD and APEC to share best practices, tools and capacity</li> <li>Environmental Choice Program to award products and services that meet environmental criteria</li> </ul> |
| Denmark | Departmental Circular on Environmental and Energy Considerations in relation to Public Procurement | Jointly headed by the Ministry of Environment and Ministry of Energy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>Circular issued to all government institutions and publicly owned or controlled enterprises</li> <li>Action Plan for a Sustainable Public Procurement Policy – to reduce environmental impacts due to energy and production consumption</li> <li>Green Agreement – between Min. of Environment and Energy and Danish local authorities in relation to local and county authority procurement</li> </ul>                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>Recognition of State's responsibility for environmental consciousness in procurement</li> <li>Publication:                             <ul style="list-style-type: none"> <li>→ Paper on "A Product-oriented Environmental Initiative" encouraging public sector to demand and buy cleaner products</li> <li>→ Informational newsletters and email</li> </ul> </li> </ul>                                    |

| Country                             | Strategy                                                                                                                                        | Structure                                                                                                                                                                                         | Tools for Operationalization                                                                                                                                                                                                                                                                                                                                                                                          | Awareness and other Initiatives                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                     |                                                                                                                                                 |                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>Product Panels – as tools to encourage dialogue and strengthen cooperation to increase development and sales of cleaner products</li> </ul>                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Europe                              | Interpretative document on the integration of environmental aspects in public procurement                                                       | <p>European Eco-Procurement Initiative</p> <p>BIG-Net – “Buy it green”-Network of municipal purchasers in Europe</p> <p>European Green Purchasing Network</p>                                     | <ul style="list-style-type: none"> <li>Procurement activities to include environmental aspects without violating principles of non-discrimination</li> <li>May define technical specifications in line with Ecolabeling criteria, however proof of compliance with technical prescriptions must be shown</li> </ul>                                                                                                   | <ul style="list-style-type: none"> <li>Publication: Green Guide for Buyers</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Government of New South Wales (NSW) | Smarter Buying for Government Strategy based on NSW Procurement Policy (1998), Electronic Procurement Implementation Strategy and Construct NSW | NSW Government Procurement Council – chaired by NSW Treasurer, with Minister of Public Works and Services as deputy chair, membership consists of chief executives of central government agencies | <ul style="list-style-type: none"> <li>Framework to realize procurement savings by: <ul style="list-style-type: none"> <li>→ incorporating ethical, social and environmental responsible business practices</li> <li>→ examining current purchasing and contracting arrangements</li> <li>→ identifying level of procurement ability</li> <li>→ establishing 3-year procurement savings target</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Framework applies to all public sector agencies and private sector businesses doing business with NSW government.</li> <li>Publications: <ul style="list-style-type: none"> <li>→ NSW Government Procurement Manual</li> <li>→ Code of Practice for NSW Government Procurement which includes code for tendering and implementation guidelines</li> <li>→ Construct NSW – framework for clients and construction industry</li> <li>→ NSW Government Capital Project Procurement Manual</li> </ul> </li> </ul> |
| Hong Kong                           | Phased implementation of green government procurement                                                                                           | Under the Environmental Protection Department (EPD) together with the Government Supplies Department (GSD)                                                                                        | <ul style="list-style-type: none"> <li>Commissioned a study on green government procurement</li> <li>Guiding principles based on: <ul style="list-style-type: none"> <li>→ type and complexity of product or service purchased</li> <li>→ market availability</li> <li>→ procurement method used</li> </ul> </li> </ul>                                                                                               | <ul style="list-style-type: none"> <li>In coordination with the Hong Kong Productivity Council</li> <li>Local and international market survey for products</li> <li>Marking scheme consistent with government procurement practices</li> </ul>                                                                                                                                                                                                                                                                                                       |

| Country                   | Strategy                                                                                                                                                                                                                                   | Structure                                                                                                                                                                                                                                                                   | Tools for Operationalization                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Awareness and other Initiatives                                                                                                                                                                                                                                                                                  |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           |                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>→ time required for the goods/services, and</li> <li>→ cost implications</li> <li>• Product categorization and market survey to determine product characteristics, environmental specifications and availability of green alternatives</li> <li>• Green product specification based on suitability and practicability</li> </ul>                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                  |
| Japan                     | <p>“Buy green” movement through the Green Purchasing Network (GPN)</p> <p>Policies drawn up by each member government bodies and companies</p>                                                                                             | <ul style="list-style-type: none"> <li>• Executive Committee: 30 members from companies, local governments and governmental agencies, consumer groups, and academics</li> <li>• Secretariat</li> <li>• Advisory group: academics, specialists</li> <li>• Members</li> </ul> | <ul style="list-style-type: none"> <li>• Established Principles of Green Purchasing</li> <li>• Set up Purchasing Guidelines for specific product types and lists considerations for purchasing</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• Nationwide and regional seminars and exhibitions</li> <li>• Publication of Environmental Data Books which provides quantitative/qualitative environmental information</li> <li>• Awards commendations to organizations on implementation of green purchasing</li> </ul> |
| Matsushita Electric Group | Creation of the Matsushita Environment Charter which includes the Environmental Statement and Code of Conduct as part of corporate philosophy to address the needs of the earth by considering the environment in manufacturing operations | Led by the Matsushita Group and applies to all divisions of the Matsushita Electric Industrial Co., Ltd.                                                                                                                                                                    | <ul style="list-style-type: none"> <li>• Setting green procurement activities as high corporate priority</li> <li>• Setting up of green procurement guidelines to include environment considerations in manufacturing operations <ul style="list-style-type: none"> <li>→ manufacture environmentally-friendly products</li> <li>→ purchase materials with less environmental impact</li> <li>→ supplier involvement in environmental protection</li> <li>→ 2 components: supplier selection and materials selection</li> </ul> </li> <li>• Green Procurement Manual – includes criteria and</li> </ul> |                                                                                                                                                                                                                                                                                                                  |

| Country        | Strategy                                                                            | Structure                                                                                                                                                                                                                               | Tools for Operationalization                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Awareness and other Initiatives                                                                                                                                                                                                                                                  |
|----------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                |                                                                                     |                                                                                                                                                                                                                                         | standards for supplier evaluation and materials evaluation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                  |
| Norway         | Eco-efficient purchasing                                                            | GRIP – foundation for sustainable production and consumption, founded by the Ministry of the Environment to promote an environmental policy on sustainable production and consumption<br><br>GRIP works in partnership with industries. | <ul style="list-style-type: none"> <li>8 main programs Finance, Hazardous Chemicals, Purchasing, Government Activities, Travel and Tourism, Wholesale Trades, and EcoBuild and Ecodesign</li> <li>works to achieve an overall view of the environmental issues through a sector-overlapping and interdisciplinary approach</li> <li>development of practical and market-oriented processes</li> </ul>                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>Works with industries that have an impact on the environment through the consumption of goods, chemicals and energy, transport and refuse.</li> </ul>                                                                                     |
| United Kingdom | Procurement Circular 02/2000: Departmental Procurement and the Environmental Agenda | Department of Environment, Transport and the Regions (DETR) leads drive to greening government operations<br><br>Sustainable Development Commission – advocates sustainable development across all sectors of government                | <ul style="list-style-type: none"> <li>procedures for all those involved in a procurement to achieve objectives of the greening operations policy statement</li> <li>Green Guide for Buyers – outlines public procurement rules to put green procurement into practice</li> <li>Use of labeling schemes – EPA’s Energy Star, EU Eco-Labeling and recognized national environmental labeling schemes</li> <li>Procurement Guidance Notes – requiring contractors, consultants and professional service providers to use recycled paper in producing written work</li> <li>Suppliers “self assessment” checklist – for manufacturers and suppliers to improve efficiency</li> </ul> | <ul style="list-style-type: none"> <li>Publication: Green Guide for Buyers</li> <li>Green Claims Code – sets standards on information for environmental impacts of products to be made available to the public</li> <li>Conference on Green Procurement in Government</li> </ul> |
| United States  | Executive Order 13148 - Greening the Government                                     | Department of Defense (DoD), General Services Administration                                                                                                                                                                            | <ul style="list-style-type: none"> <li>Requires federal agencies to incorporate environmental</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>Public information campaigns</li> <li>Annual progress reports</li> </ul>                                                                                                                                                                  |

| Country                | Strategy                                                                                                                                                                                                                                             | Structure                                                                                                                               | Tools for Operationalization                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Awareness and other Initiatives |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
|                        | <p>Through Leadership in Environmental Management</p> <p>Federal Acquisition Regulation (97-01) Environmentally Sound Products</p> <p>Executive Order 13101—Greening the Government Through Waste Prevention, Recycling, and Federal Acquisition</p> | <p>(GSA), and National Aeronautics and Space Administration (NASA).</p> <p>Assisted by the US Environment Protection Agency (USEPA)</p> | <p>management systems into day-to-day decision-making and long term planning processes highlighting pollution prevention as key aspects of the process</p> <ul style="list-style-type: none"> <li>• Development and implementation of an environmental management system (EMS)</li> <li>• Establishment of policies and procedures for contractors</li> <li>• Incorporation policies for the acquisition of environmentally preferable and energy-efficient products and services.</li> </ul>                                                                                              |                                 |
| University of Manitoba | Campus Plan incorporating environmental stewardship                                                                                                                                                                                                  |                                                                                                                                         | <ul style="list-style-type: none"> <li>• Green procurement guidelines – outlines criteria for product and service procurement and supplements existing procurement guidelines. It includes checklists as guide in the procurement process. Considers environmental impact of a product's life cycle as well as performance requirements such as cost, availability, maintainability, durability, fire rating, flame spread, limiting the creation of hazardous waste, acoustical performance, other testing and certification, and energy performance and price competitiveness</li> </ul> |                                 |

## **GENERAL STEPS ESTABLISHING A GREEN PROCUREMENT SYSTEM**

This section describes in general terms the steps needed by BOI in establishing a green procurement policy.

### **OPERATIONALIZATION AND POLICY CONTENT**

All governments and various other institutions have recognized the problem tied with sustainable development. To address procurement concerns, alternative actions and competencies as well as employment of different approaches have been identified to implement a green procurement program. Two approaches characterize green government procurement program: by project implementation approach and by theoretical approach, which is usually driven by the current political stance.

Green procurement in operations is being implemented either through issuances of legislation, circulars or special orders. It usually applies the top-down approach driven by top management support. Implementation cuts across departments/divisions by coming up with common mechanisms and procedures but recognizes the specific product or service needs unique to each department or division. There is also close involvement between government and industries, with some governments even requiring their suppliers to implement a greening process in their operations.

The policies of the governments analyzed are not simple statements of intent but are comprehensive and spells out the activities involved, with some even stating target dates and levels. Included in the policies are succeeding steps to be undertaken such as development of guidelines and improvement of public perception with regard to government procurement.

### **STRUCTURE**

National procurement programs usually cuts across the entire government and forces their respective departments to come up with a program specific to their needs. Private sector led green procurement programs are done on a voluntary basis, although some businesses are required to implement such a program if they do business with the government.

Varying types of organization is employed, i.e. a network, ad hoc groups, or specific government offices are identified or established to implement the procurement program. Other necessary actors and stakeholders are also involved, especially top management. Composition maybe limited to government officers but provides for consultation and partnership with industry, academe, and other stakeholders. Relationships such as supplier-buyer relations are strengthened to ensure ease in implementation.

### **USE OF LABELS, SEALS AND MARKS**

Use of environmental labels, seals and marks are encouraged to aid procurement officers in making decisions on which product to purchase. Different countries are now implementing an ecolabeling program either as part or in aid of their sustainable development efforts.

“Ecolabeling” is a voluntary method of labeling and certifying environmental performance. It shows overall environmental preference of a product or service within a specific product/service category based on life cycle considerations. This is usually awarded by an impartial third-party in

relation to certain products or services that are independently determined to meet environmental leadership criteria. However, some products carry proprietary “green” symbols or claims, which are statements developed by manufacturers and service providers.

The European EcoLabel scheme promotes sustainable production and consumption and environmental awareness by influencing consumers to buy products that have reduced environmental impact. This is done by awarding the eco-label official flower logo on products that has achieved a high standard of environmental performance compared with the rest of the field.

Taiwan’s Green Mark Program awards the Green Mark to guide consumers in product purchasing and to encourage manufacturers to design and supply environmental benign products.

In the United States, Green Seal, a non-profit organization, works with manufacturers, industry sectors, purchasing groups, and governments at all levels to "green" the production and purchasing chain. Green Seal uses product certification; purchasing guidance, including product recommendations; special projects and evaluations of products and purchasing; and policy recommendations as tools to promote “greener” production and purchasing.

The United States also has the Energy Star, which was introduced in 1992 as a voluntary labeling program to identify products that are energy efficient. They offer energy-efficient solutions to businesses and consumers in order to save money while protecting the environment. Now, more than 95% of computers, printers and monitors in the US have the Energy Star mark.

The Australian Environmental Labeling Association (AELA) administers Australia’s Environmental Certification Program. It is an environmental labeling and evaluation service oriented towards increasing market benefits for producers of environmentally preferable products. The aim is to manage development of ecolabel standards and guide producers in environmental design, environmental consumerism, and corporate environmental management.

### DEVELOPMENT OF GUIDELINES AND STANDARDS FOR PRODUCT AND/OR SERVICE SPECIFICATIONS

Development of guidelines and standards for environmentally preferable products or services is accomplished in close partnership between government, industries, and other stakeholders. This is undertaken either by a government agency, third party organization or as part of an ecolabelling program.

The development of environmental guidelines for procurement of environmentally preferable products and services in specific categories are based on widely accepted standards done by reputable organizations and agencies. Existing environmental regulations and compliance requirements are also employed in the execution of the procurement program.

To initiate this process, commonly purchased products and services are identified such as paper products, office furniture and lighting fixtures. From this initial product/service list, standards and specifications that are based on practical needs are developed to meet the green procurement principles outlined in the policy.

Guidelines for a green procurement system are carefully designed to ensure responsiveness to human activities and the environment. Actual experience and expertise are recognized and

utilized to ensure practicality and applicability to achieve the objectives of the green procurement program.

## **SPECIFIC STEPS FOR BOI IN ESTABLISHING A GREEN PROCUREMENT POLICY**

BOI must initially define government's policy on procurement by legislations, circulars, or special orders. Relevant laws and legislation which have a green procurement component are mentioned in sections 3.4 and 3.5. A procurement policy per se is a declaration of intent or expression of support i.e. concern for the environment. It is usually a brief statement and can be hinged on an existing or new legislation. The procurement policy sends a signal on the procurement priorities of staff when making purchases.

The purpose of the policy can include:

- to reduce impact on environment by lowering use of energy and environmental impact or encouraging use of environmentally favorable products and services
- Improve purchasing advantage by realizing significant savings for both the agency and the suppliers
- Maintain good procurement practices through continual improvement
- Improve relations with all sectors through consistency and transparency, and
- Show of sense of ethical, social, and environmental responsibility.

A gap analysis between policy and current procurement set-up, including types and quantities of products and services and their environmental impacts should then be conducted.

A unit to oversee the implementation of procurement policy should be designated or established. The team must be able to define accountabilities of the different personalities or staff involved.

An information campaign for all affected sectors should be implemented. Implementation can be through the issuance of circulars, brochures, and newsletters. It may cover information on environment/energy and information of product types currently used by government.

Action plans need to be prepared prior to implementation. There are various strategies that BOI can use in preparing the action plans, such as:

- *Cooperative efforts* – Pool resources and avoid duplicating efforts
- *Price preferences (best value)* – Express willingness to pay more for products or services with desired environmental attributes by assigning relative weights to price, performance and environmental criteria
- *Green team members* - Identify unit/s to measure, monitor, and evaluate performance in green procurement. Teams may consist of environmental “expert”, purchasing official and the users.
- *Set guidelines/product lists* – Develop products list of preferred environmental criteria and show that government actually purchased based on the list. Update the list regularly.
- *Ecolabels* – Should be used as a guideline to immediately recognize products that are already certified to be environmentally preferable. This saves the agency the time and resources in developing guidelines and also has the advantage of third party certification.
- *Environmental management system* - Identify green procurement as a major issue in the implementation of an EMS. This should be in line with BOI's plan to have the agency ISO 14001 certified.

- *Training* - Establish training programs not only for purchasers but all employees including top management. This could also mean the drafting of a procurement manual for day-to-day procurement situations.
- *Vendor outreach* – Alert vendors and suppliers that environmental impacts are a focus of the BOI. Conduct vendor surveys and fairs to get a better perspective of the different aspects of the purchaser-vendor relationship.
- *Incentive* – Recognize achievements and announce good performance. Focus on the good stories and cost savings.
- *Pilot projects* – Mainly to test the process and for quick achievements. Set priorities and target areas including time frame for completion/implementation. Adopt small “small steps approach” to quickly reach for the “lowly hanging fruits”. Possible target areas include:
  - Paper
  - Office machines
  - Computers
  - Furniture
  - Cleaning products
  - Lighting

Some product criteria for these target areas from various countries and organizations are presented in the attachments.

BOI should review and revise the action plans when necessary. The results should be documented to continuously study the possibility of improving the target areas identified.

Coming up with a green procurement policy is not an easy task, especially since there is still much work to be done in improving the public’s level of environmental awareness. Government’s efforts to address the challenges of sustainable development shall be achieved when initiatives such as a green procurement program are implemented.

## **RECOMMENDATIONS**

The experiences of the countries and organizations cited in Section 5.0 emphasize that top management support is essential for the success of a green procurement policy. It is important to secure champions from the senior level to send the necessary signal that greener procurement is a real priority.

A multi-stakeholder approach (as mentioned in Section 7.0) is also recommended when coming up with mechanisms for implementations especially when coming up with standards and requirements. User-oriented approach where all stakeholders are involved is done when defining and establishing new procurement management systems that will address sustainable development and environmental concerns.

Traditional performance requirements should not be disregarded but instead should be strengthened with the inclusion of environmental impact considerations when making purchases.

Another key to successful implementation is far-reaching information campaigns initially targeting specific audiences of specific products and services. Different levels of information campaign are done and tailored to the background of the identified audience, i.e. procurement officers, top management, or the general public.

Training and capacity building activities coupled with provisions for continual improvement addresses the need to keep standards and guidelines at par with technological, environmental, and social development challenges.

Implementing a green procurement program does not stop at the policy level. The ultimate objective is not to develop a wonderful policy but to implement wonderful actions. It entails an integrated system of activities (i.e. establishment of product/service standards, requirements, and information campaign, etc.) that will guarantee that long-term environmental interest will prevail. BOI should always be reminded that it is always better to focus efforts on green purchasing than to focus on green purchasing policies.

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#### **List of Attachments**

- A. Green procurement policies: Advantest (private sector), Denmark, United Kingdom, United States
- B. Environmentally Preferable Purchasing (EPP) Case Study template
- C. Philippine Executive Order 40
- D. Rule 12 of the Implementing Rules and Regulations of Philippine Republic Act 9003
- E. Canada Green Procurement Checklist
- F. Canada Green Furniture Checklist
- G. Japan Green Purchasing Network Product Guidelines
- H. United States Environmental Protection Agency (US-EPA) Environmentally Preferable Purchasing (EPP) Policy template
- I. US-EPA purchasing resolution template
- J. Denmark green procurement policy template
- K. Basic Policy on Promoting Green Purchasing (Provisional Translation)