



THE SHIP'S QUARTERS

Sustainable Procurement & Environmental Policy

Introduction

At The Ship's Quarters Guest House we recognise we have a vital role in furthering sustainable development, through our procurement of goods and services. Our procurement decisions have a major socio-economic and environmental implication both locally around Eyemouth and nationally. We are therefore committed to ensuring the goods and services we purchase are manufactured, delivered, used and disposed of in an environmentally and socially responsible manner.

People, Education and Awareness

We will strive to:

- Communicate our Sustainable Procurement Policy to all staff, clients, suppliers and stakeholders
- Educate, train and encourage internal purchasers to review their consumption of goods and services, reduce usage and adopt more environmentally friendly alternative products

Policy, Strategy and Communication

We will strive to:

- Work in partnership with other local companies and organisations, to promote sustainable procurement and maximise sustainable procurement gains
- Promote and embed best practice for sustainable procurement
- Consider the costs and benefits of environmentally preferable goods, suppliers and services
- Wherever possible and practicable, specify a requirement in line with nationally or regionally agreed minimum environmental specifications
 - o Where such exact specification is not possible, offer a facility for suppliers to submit offers for environmentally friendly alternatives
- To obtain the best possible contracting arrangements with the key energy supplier for electricity and gas supplies taking account of green energy requirements
- Investigate the opportunities for the recycling and re-use of materials where appropriate
- Ensure that where appropriate and allowable sustainability criteria are part of the supplier evaluation process and are used in the award of contracts
- Communicate our environmental and sustainability objectives to our suppliers
- Encourage and persuade suppliers to adopt environmentally friendly processes and supply environmentally friendly goods and services as part of their corporate Social Responsibility
- Comply with legislation relevant to sustainability

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