

CEOs *for* SUSTAINABILITY

Supply Chain Sustainability Resource Guide: Establish a Sustainable Purchasing Policy

Overview excerpted courtesy of the [Sustainable Purchasing Leadership Council \(SPLC\)](#).

Policies guide action and are useful in galvanizing groups of disparate actors together to share in a common vision and goal. Although many organizations have achieved sustainable purchasing wins without a policy, having one increases the likelihood of the organization dedicating the requisite time, and making needed changes, to implement sustainable purchasing activities over time.

What are the key steps?

1 Research and Preparation

- Understand your organization's policy development process and sign-off procedures
- Identify the organization's relevant legal responsibilities, and policy goals and commitments
- Identify stakeholders and senior leaders to engage in policy development
- Decide on the form of policy, if applicable
- Locate existing policy template used by the organization

2 Writing & Stakeholder Engagement

- Draft an initial policy. The SPLC offers a model policy template that can be adapted for your organization
- Get input on the policy from stakeholders
- Refine and finalize the policy

3 Policy Approval & Promotion

- Get formal policy approval and all appropriate signatures
- Promote the release of the policy with a signing event, communications to all affected stakeholders, social media post, and/or press release, et cetera
- Post the policy to your website and distribute as appropriate

Learn more and access the SPLC's Model Policy Template, included in its Sustainable Purchasing Model Policy & Handbook. Registration required at www.sustainablepurchasing.org/request-policy.

Check out these SPLC worksheets, too:

[Key Benefits & Factors of Sustainable Purchasing](#): Lists opportunities for both increasing benefits and reducing negative impacts for the organization, as well as the environment, society and the economy.

[Solution Strategies for Sustainable Purchasing](#): Outlines a range of common solution strategies that have proven effective in achieving improved environmental, social, and/or economic purchasing performance.

