



SAMPLE GREEN PROCUREMENT ASSESSMENT

YES/ NO	QUESTION	YEAR / LOCATION / DESCRIPTION	NOTES or QUESTIONS
	Is there a purchasing policy to address buying 'green'?		
	Does this policy extend to the entire supply chain? Or is there a separate policy for your supply chain?		
	How often is this policy updated?		
	How does this policy define what is a sustainable or green purchase?		
	Does your organization have a method by which to determine which product is more sustainable?		
	If so, does this method include a lifecycle assessment?		
	Does this policy extend to any construction done on site?		
	Which staff members are able to make purchases?		
	How are cleaning supplies addressed at your organization?		
	Does your organization have a composting program?		
	Do you require this for your supply chain?		
	Does your organization have a recycling program?		
	Do you require this for your supply chain?		
	Are you measuring your landfill diversion rate?		
	Have you done a study to determine your highest or most toxic sources of waste?		
	What percentage of your products or products used are biodegradable?		
<i>More questions tailored specifically to your organization</i>			