



## Towards Sustainability – Best Practice for Sustainable Procurement (84101)

*Businesses can demonstrate to society their commitment to cleaner, greener and more resource efficient products and services as well as to responsible supply chain management, through a sustainable approach to buying goods, services and materials. Sustainable procurement is the process of buying goods, materials and services for a business in a way that meets the needs of the business on a whole-life basis whilst also contributing to society, by generating not only benefits to the business, but also to society, the economy and the environment. Greater efficiency in resource consumption and production is a key component for sustainable development and is now widely accepted as necessary to tackling major global environmental issues. As such, environmental or green procurement considerations are an integral part of the sustainable procurement process. This 3-hour course is aimed at those responsible for procurement policy as well as those engaged in procurement on a day to day basis to enable them to learn how best practice can be embedded in a business in a straightforward and cost-effective manner.*

### Topics To Be Covered

- Fundamentals of sustainable procurement
  - Concepts and principles
  - Costs and benefits
  - International policy and practice: UNEP, Sustainable Development Goals
  - Practice in neighbouring countries
  - HKSAR policy and practice
- Green product labelling and life cycle assessment
  - Eco-labels: Different categories including ICT, paper, timber and food.
  - Local programmes
  - Life cycle assessment: exploring the methodologies
- Best practice for sustainable procurement
  - Essential steps for developing an organisational sustainable procurement plan
  - International standards
  - Implementation tips
- Case studies and experience sharing

### Learning Outcomes

- Acquire an essential knowledge of sustainable procurement including the concepts and principles; the costs and benefits; and the international standards and guidelines involved;
- Understanding green product labelling programmes; and
- Understanding best practices for sustainable procurement and the development of an organisation-specific plan.

### Who Should Attend

- This course is designed for company administrators and practitioners who wish to understand the fundamentals and best practices of sustainable procurement, or any individuals who wish to have a better understanding of sustainable products.

### Tutor

- **Ms Maya De Souza**  
Senior Manager – Policy Research, BEC  
BA(Hons), LLM

Maya has worked for over 8 years in environmental policy and sustainability. Prior to joining BEC, Maya worked for the UK's Department for Environment, Food and Rural Affairs leading a number of policy teams, including Soils Policy, Institutional Structures for Flood Risk Management, Greening Government (CSR for the government) and Sustainable Public Procurement, and a short secondment to the Department for Education. She has extensive experience of working with business, the public sector and the wider community in developing environmental policy positions, translating them into practice, and communicating their benefits. Maya's achievements include implementing EU law on green procurement of energy efficient products, developing tools for public procurement of sustainable and healthy food and low emission vehicles, managing a Soil Policy Research programme, putting in place a new framework for management of flood risk, negotiating EU Directives on soil and contaminated land, and developing a UK soil protection strategy.

### Date, Time & Venue

- 3 hours – 6 November 2015 (Friday), 14:30 – 17:30
- Venue – Business Environment Council Limited 商界環保協會有限公司, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong (close to Kowloon Tong MTR Station Exit C1).

## Medium of Instruction

- English.

## Course Fee

- HK\$540 (**Subject to a maximum discount of 20%\***)
  - \* Early Bird Discount – **5% if you register 3 weeks before the commencement of course.**
  - Group Discount – **5% for 2 or more applicants from the same organisation enrolled for the same course.**
  - BEC Membership Discount – **Council Member: 10%; Corporate or General or Affiliate Member: 5%.**

## Certification

- A Certificate of Attendance is awarded to each attendee who successfully completes the course (100% attendance is required).

## Application Deadline

- Enrolment deadline is 5 working days before the course commencement date. Late enrolment will be accommodated subject to seat availability.

## Application Form

- Click [here](#) to download the Application Form.

## Terms & Conditions

- Duly completed application form accompanied by payment will be considered for admission;
- Course fee is non-refundable, non-transferable and should be received by BEC IEE no later than 5 working days before the commencement of the course;
- Admission is made on a first-come-first-served basis;
- Successful applicants will be notified no later than 3 working days before the commencement of the course;
- Unsuccessful applicants will be given refund of course fees if they have already paid;
- The course will be cancelled with full refund when the typhoon signal no.8 or above, or black storm warning is hoisted 3 hours before the course commences;
- An official e-receipt will be distributed through email to the participant upon the completion of the course;
- BEC reserves the right not to conduct the course if the applications are below the required minimum number of participants, and course fees received will be refunded. All decisions made by BEC on matters related to the courses are final;
- Personal data including contact information will be used by BEC for its communications and direct marketing purpose, including newsletters and promotions of events, training courses and other activities. If you do not wish to receive any further promotional materials from BEC, please send an email to us at [unsubscribe@bec.org.hk](mailto:unsubscribe@bec.org.hk); and
- Information provided will be kept strictly confidential and will not be sold, reused, rented, loaned, or otherwise disclosed to third party.

## About Business Environment Council Limited 商界環保協會有限公司 (“BEC”)

Business Environment Council Limited 商界環保協會有限公司 (“BEC”) is an independent, charitable membership organisation, established by the business sector in Hong Kong. Since its establishment in 1992, BEC has been at the forefront of promoting environmental excellence by advocating the uptake of clean technologies and practices which reduce waste, conserve resources, prevent pollution and improve corporate environmental and social responsibility. BEC offers sustainable solutions and professional services covering advisory, research, assessment, training and award programs for government, business and the community, thus enabling environmental protection and contributing to the transition to a low carbon economy. *For more information in BEC, please visit [www.bec.org.hk](http://www.bec.org.hk).*

## About BEC Institute of Environmental Education (“BEC IEE”)

BEC IEE, a division of BEC, provides a platform for business managers and decision makers, to advance their knowledge and develop the expertise necessary for environmental decision-making. BEC IEE also facilitates professional development by promoting quality environmental education through various environmental education programmes. *For further enquiries or assistance, please contact BEC IEE at [beciee@bec.org.hk](mailto:beciee@bec.org.hk)*

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