

LEGACY HEALTH

ADMINISTRATIVE

Policy #: 800.18
Origination Date: June 2006
Last Review Date: 03/2013

SECTION: MATERIALS MANAGEMENT
TITLE: ENVIRONMENTAL PURCHASING POLICY

PURPOSE:

The purpose of the Environmental Purchasing Policy is to ensure that the principles of Environmentally Preferred Purchasing are considered in all major purchasing decisions.

PRINCIPLE:

In support of our mission to improve the health of our members and the communities we serve, Legacy Health Supply Chain staff are committed to the principles of Environmentally Preferred Purchasing (EPP). We will evaluate products and services for conformance to these principles (e.g., waste, toxicity). Legacy is committed to seeking suppliers that develop environmentally friendly products that are price competitive and that are manufactured using environmentally responsible processes.

DEFINITIONS:

- **EPP or Environmentally Preferred Purchasing** is the purchase of products and services whose environmental impacts have been considered and found to be less damaging to the environment and human health when compared to competing products and services.
- **Environmentally Preferred Purchasing Principles:** The following EPP principles are incorporated into the deliberations on commonly used products, especially where more environmentally friendly alternatives may be available. A statement on the outcome of these deliberations is included in all product contract recommendations. These principles will not be the sole factors in determining product selection but will be weighed with other quality, service and total cost components. They also recognize that natural resources and landfill space are limited and that the cost of disposal is increasing. Most importantly, these principles support improving the health of our members and communities by reducing exposure to toxic substances.
- **Take Back Provisions** encompass the ability to return items for credit, reuse and disposal such as the return of mercury sphygmomanometers, fluorescent lights, electronic devices, shipping containers and packaging etc.

POLICY:

Legacy Supply Chain staff and Legacy employees who are responsible for evaluating, selecting and/or contracting for products agree to incorporate the following EPP principals into decision making processes. The Legacy Recycling and Waste Management Specialist will be consulted with respect to sourcing decisions that require environmental consideration.

1. General Utilization and Selection Strategy for Contracting Staff and Individual/Department Purchases

Consider the following elements that make an alternative preferable:

- Products that require less consumption in an application to achieve the same results (e.g. one each, versus 3 each)
- Conserve resources (e.g. use less water, energy or virgin resources to produce or use, Energy Star or Water Sense rating)
- Elimination or reduction of waste
- Reduced toxicity (e.g. no chlorine, no mercury)
- Ability to recycle
- Comparable functionality and effectiveness
- Consideration of total cost of ownership (including unit cost, quality, cost of waste etc.)

2. Chemical Purchase Review

The following criteria should be applied to the consideration of any new chemicals:

- Using an existing approved chemical for a new application
- Chemicals should be non-toxic or of the lowest toxicity possible to accomplish the task
- New chemicals under consideration should be reviewed by the safety officer prior to approval
- MSDS sheets must be received with each shipment of chemicals
- Chemical purchases must be made using the materials management system to ensure visibility and traceability

3. Specific Environmental Criteria for all Purchasing Decisions

- Seek to reduce, or eliminate where possible, products containing:
- Persistent bioaccumulative toxic compounds such as carcinogens, mutagens and reproductive toxic chemicals
- Polyvinyl chloride (PVC)
- Brominated flame retardants
- Phthalates (e.g. plasticizer DEHP (di-2-ethylhexyl phthalate))

Prohibit products containing:

- Mercury (unless approved on case by case basis)

4. Promote the purchase of these products:

- Building products, materials and furnishings that do not adversely impact indoor air quality
- Building products, materials and furnishings that are approved by National Facilities Services Planning & Standards
- Products with high post-consumer recycled content
- Products that are readily recycled, reprocessed, and/or reused

- Products that are latex-free
- Products that do not contain or contain a reduced amount of toxins
- Products that have “Take Back” provisions
- Paper products that are chlorine-free

5. Encourage vendors to:

- Package units in minimal packaging that is recyclable, non toxic or bio-based
- Transport products with minimal packaging, move to bio-based packaging
- Manufacture products that use less energy and water during normal use
- Manufacture product that use less water and energy during manufacturing
- Manufacture products with attributes listed above (i.e., chlorine-free, latex-free, non-toxic)

Replaces:

Approval: Facilities
Executive Council

Originator: Supply Chain Management

EXHIBIT A
REQUEST FOR PROPOSAL

SUPPLIER'S ENVIRONMENTAL AND SOCIAL ISSUES DISCLOSURES

Mercury Reduction. Legacy Health System is committed to minimizing the amount of mercury used in operations and desire to avoid the acquisition of Products that contain mercury whenever feasible alternatives exist that do not compromise patient care. Supplier must provide information in relation to those Products that contain mercury.

___ The Products do not contain mercury.

___ The Products that contain mercury are identified in Exhibit A to this Agreement, which specifies the amount of mercury contained in each product that contains mercury and indicates if a feasible mercury-free alternative is available. Supplier must specify the alternative component that is replacing mercury.

Latex Reduction. Legacy Health System is committed to protecting patients and healthcare workers against exposure to latex and its allergenic properties. Supplier must provide information in relation to those Products that contain latex either in the Products or their packaging.

___ The Products or their packaging offered in this Agreement do not contain latex.

___ The Products or their packaging that contain latex are identified in Exhibit A to this Agreement which specifies the location of latex contained in each product or its packaging. Supplier must specify the alternative component that is replacing latex.

Polyvinyl Chloride Plastic Reduction. Legacy Health System is committed to minimizing the amount of polyvinyl chloride plastic (PVC) used in their operation and desire to avoid the acquisition of Products that contain PVC whenever feasible alternatives exist that do not compromise patient care. Supplier must provide information in relation to those Products that contain PVC.

___ The Products do not contain PVC.

___ The Products that contain PVC are identified in Exhibit A to this Agreement, which specifies the amount of PVC contained in each product that contains PVC and indicates if a feasible PVC-free alternative is available. Supplier must specify the alternative component that is replacing PVC.

Di-ethylhexyl Phthalate Reduction. Legacy Health System is committed to minimizing the amount of di-ethylhexyl phthalate (DEHP) used in their operation and desire to avoid the acquisition of Products that contain DEHP whenever feasible alternatives exist that do not compromise patient care. Supplier must provide information in relation to those Products that contain DEHP.

___ The Products do not contain DEHP.

___ The Products that contain DEHP are identified in Exhibit A to this Agreement, which specifies the amount of DEHP contained in each product that contains DEHP and indicates if a feasible DEHP-free alternative is available. Supplier must specify the alternative component that is replacing DEHP.

Persistent, Accumulative and Toxic Compounds Reduction. Legacy Health System is committed to minimizing the amount of persistent, accumulative and toxic compounds (PBTs) designated as an EPA Waste Minimization Priority Chemical at <http://www.epa.gov/epaoswer/hazwaste/minimize/chemlist.htm>, used in their operation and desire to avoid the acquisition of Products that contain PBTs whenever feasible alternatives exist that do not compromise patient care. Supplier must provide information in relation to those Products that contain PBTs.

___ The Products do not contain PBTs.

___ The Products that contain PBTs are identified in Exhibit A to this Agreement, which specifies the amount of the PBTs contained in each product that contains PBTs and indicates if a feasible PBT-free alternative is available. Supplier must specify the alternative component that is replacing the PBTs.

Carcinogens and Reproductive Toxins Reduction: Legacy Health System is committed to minimizing the amount of carcinogens and reproductive toxins (as delineated on the lists for California Proposition 65, the Great Lakes Binational Toxics Strategy and the Federal Resource Conservation and Recovery Act for Extremely Hazardous Waste) used in their operations and desire to avoid the acquisition of Products that contain carcinogens and reproductive toxins whenever feasible alternatives exist that do not compromise patient care. Supplier must provide information in relation to those Products that contain carcinogens or reproductive toxins.

___ The Products do not contain carcinogens or reproductive toxins.

___ The Products that contain carcinogens or reproductive toxins are identified in Exhibit A to this Agreement, which specifies the amount of carcinogen or reproductive toxin contained in each product that contains a carcinogen or reproductive toxin and indicates if a feasible carcinogen-free or reproductive toxin-free alternative is available. Supplier must specify the alternative component that is replacing the carcinogen or reproductive toxin.

Hazardous Substances or Processes. Supplier will deliver to Legacy Health System a Material Safety Data Sheet (MSDS) for each hazardous substance or mixture as defined in any local, state, or federal statute, law, or code ordered under the agreement.