

## ECO-Buy State Government Sustainable Procurement Program Membership Packages 2011-2012

### Green Your Procurement with ECO-Buy

ECO-Buy's green procurement membership packages for State Government consist of a base annual membership plus one of three phases depending on what stage of sustainable procurement implementation your Department or Agency is at.

The typical membership journey would take three years moving through each of the three phases, though this varies between organisations.

ECO-Buy's State Government Program provides tools, resources and guidance to departments and agencies, which are currently responsible for developing their own approaches to sustainable procurement. The program also facilitates benchmarking and measurement of performance over time.



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### Package Costs

Recognising that every organisation has its own strategic objectives and timelines, ECO-Buy's membership packages are flexible, with members able to purchase particular resources from each package if required.

The majority of organisations new to the ECO-Buy State Government SPP take up the **Foundation Package**. Take up of the Building or Embedding Packages is normally dependent on having completed earlier phases or prior achievements in green procurement.

Please discuss your organisational achievements and requirements with the ECO-Buy State Government Program Manager by telephone **9349 0410** or email [stategov@ecobuy.org.au](mailto:stategov@ecobuy.org.au) in order to determine the most appropriate ECO-Buy State Government SPP package for your organisational needs.

Membership Package	State Government Package Inclusions	Full Package Cost ex. GST
Foundation	Membership \$2,205 pa	\$7,980
	Services and Resources* \$5,775	
Building	Membership \$2,205 pa	\$10,480
	Services and Resources* \$8,275	
Embedding	Membership \$2,205 pa	\$6,070
	Services and Resources* \$3,865	

\* The following table details the services and resources included in each of the ECO-Buy green purchasing packages and modules.

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### Package Modules

Package name and total cost (ex GST)	Modules	Cost per resource (ex GST)
<p><b>Base annual membership</b> <b>\$2,205</b></p>	<ul style="list-style-type: none"> <li>• Access to the online Member's Forum for the latest green purchasing information and to enable members to share ideas, experiences and resources</li> <li>• Access to the new Sustainable Procurement Assessment Tool (full cost is \$700+GST)</li> <li>• Why and How to Buy Green guide to successfully implementing green purchasing in an organisation</li> <li>• Access to green purchasing case studies, presentations and other resources such as 'Need to Know' and collation of further links</li> <li>• Participation in network and roundtable meetings with other members and suppliers of green products/services (at least three per year)</li> <li>• Subscription to the ECO-Buy Green Purchasing newsletter with updates on green purchasing and new green products/services</li> <li>• Discounts on products on the ECO-Find database of green products and suppliers</li> <li>• ECO-Buy membership logo for your publications and marketing</li> <li>• Discounts to ECO-Buy training, expos and partnership events</li> <li>• Discounts on ECO-Buy consulting, research and project management services</li> <li>• Attendance for two people at ECO-Buy's annual awards</li> <li>• Latest green purchasing research reports and analysis</li> </ul>	<p><b>\$2,205</b></p>

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<p><b>1.Foundation package:</b></p> <p>to start your green purchasing program</p> <p><b>\$5,775</b></p>	<p>'How to get started' introductory resources for green purchasing:</p> <ul style="list-style-type: none"> <li>• Action plan template</li> <li>• Model green purchasing policy template</li> <li>• Spend prioritisation tool</li> <li>• Green purchasing performance benchmarking tool</li> <li>• Staff engagement guidance</li> <li>• Green product 'shopping list'</li> <li>• Working group terms of reference</li> <li>• 'What is a green product' guidance</li> <li>• Product assessment tool</li> <li>• Life cycle costing tool</li> </ul>	\$1,900
	<p><i>Introduction to Green Purchasing</i> workshop (20 attendees in-house half-day or 10 attendees @ scheduled ECO-Buy session full day), covering what makes a product green, product assessment scenarios, how to get started and provides participants with a tailored action plan for their next steps.</p>	\$1,670
	<p><i>Green Purchasing Assessment &amp; Prioritisation</i> workshop (10 attendees in-house half-day), introducing processes and building sustainability analysis skills for procurement professionals (procurement officers, category managers, finance officers etc). It provides the framework and steps required to assess an organisation's spend profile from an environmental sustainability risk and opportunity perspective, and guidance and tools to identify environmental procurement priorities and map out required actions. The session also introduces participants to environmental specifications and how these can positively affect the product life cycle through use in contracts and tenders. The workshop is followed by:</p> <ul style="list-style-type: none"> <li>• a tailored report suggesting actions you can take to increase green purchasing;</li> <li>• 4 relevant green product specifications; and</li> <li>• four hours follow-up consultancy support with the ECO-Buy State Government Program Manager to help implement suggested actions.</li> </ul>	\$2,205

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<p><b>2. Building package:</b></p> <p>to implement green purchasing processes</p> <p><b>\$8,275</b></p>	<p>Implementation resources for green purchasing:</p> <ul style="list-style-type: none"> <li>• Model Green Specifications for over twenty product and service areas to integrate into your tender processes (with more constantly being developed)</li> <li>• Supplier environmental questionnaires and engagement guidance to understand the sustainability risk profile of your suppliers and work proactively with them</li> <li>• Advanced guidance for assessing the environmental credentials of a particular product and comparing the environmental credentials of different products, services or suppliers (short and long product assessment tools, selection and evaluation of tender guidance, life cycle costing tool and more product specific tools)</li> <li>• Staff engagement guidance</li> <li>• Tracking &amp; reporting guidance and related media release template</li> <li>• Six hours ECO-Buy Program Manager consultancy support to incorporate the above actions into your purchasing processes</li> </ul>	\$2,730
	<p><i>Greening your Contracts &amp; Tenders</i> workshop (20 attendees in-house half-day or 10 attendees @ scheduled ECO-Buy session half-day) advanced session that explores the critical role of contracts and tenders in making green purchasing 'business as usual'.</p>	\$1,670
	<p><i>Tracking &amp; Reporting Your Green Spend</i>, advanced in-house half-day workshop to guide your organisation through the important process of tracking and reporting on your green spend. The facilitated design process using ECO-Buy's tracking and reporting diagnostic tool results in a defined approach and action plan for your organisation.</p>	\$1,670
	<p>A Progress Review, conducted no later than a year after committing to your package, will help you identify where you are performing well and areas for improvement, helping you to implement effective and efficient green purchasing. This is measured in relation to best practice in green procurement. It will lead you through the procedures that you need to put in place to introduce and embed green procurement to your organisation and the results of these actions. A Template for measuring green purchasing in terms of dollar spend across a range of product types.</p>	\$2,205

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<p><b>3. Embedding package:</b></p>	<p>An in-house half-day workshop to ensure staff continue to hold green purchasing knowledge and can plan actions in this area – depending on needs choose from Introduction to Green Purchasing, Greening your Contracts &amp; Tenders, What is a Green Product, Marketing Green Products and Services, Greening Your Supply Chain or Tracking &amp; Reporting Your Green Spend training workshops.</p>	<p>\$1,670</p>
<p>to continually improve green purchasing performance.</p> <p><b>\$3,865</b></p>	<p>A <i>Progress Review</i>, conducted no later than a year after committing to your package, will help you identify where you are performing well and areas for improvement, helping you to implement effective and efficient green purchasing. This is measured in relation to best practice in green procurement. It will lead you through the procedures that you need to put in place to introduce and embed green procurement to your organisation and the results of these actions.</p> <p>A Template for measuring green purchasing in terms of dollar spend across a range of product types.</p> <p>Top performers awarded to recognise their success in green purchasing.</p>	<p>\$2,195</p>