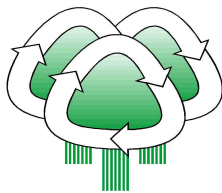




Green Public Procurement in Europe

2005

Status overview



Centre for Environmental Studies



Virage, the Netherlands
 Centre for Environmental Studies, Hungary
 Global to Local, United Kingdom
 Macroscopio, Italy
 SYKE, Finnish Environmental Institute

Maarten Bouwer, Klaas de Jong, Margo Jonk
 Péter Szuppinger
 Helmut Lusser, Tanya Berman
 Raffaella Bersani
 Ari Nissinen, Katriina Parikka

Date: October 2005

Contact: m.jonk@virage.nl

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<http://europa.eu.int/comm/environment/gpp/media.htm#state>

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SUMMARY

The European Commission is initiating activities to increase the level of Green Public Procurement (GPP) in all Member States. With this objective in mind the Directorate-General for the Environment (DG-ENV) commissioned a Consortium of five European organisations “to develop a measurement tool and measure the current level of GPP across the European Union (EU), plus make available examples of environmental technical specifications for a series of product and service groups identified as the most suitable for ‘greening’”.

This summary contains the headline findings of the assessment stage of the study: to map the status of GPP in the 25 Member States. Two measurements have been performed on public bodies in the 25 Member States: 1) on the basis of responses to 860 questionnaires and 2) by analysing the use of environmental criteria in more than 1000 tender documents from all the Member States. The findings can be categorised as follows: GPP performance of countries, barriers to GPP and differences in GPP by product groups.

The status of this report is a working document, halfway the service contract, to enable discussion and related activities by the Member States and DG-ENV.

The Green-7

The study highlighted that there are 7 countries (Austria, Denmark, Finland, Germany, Netherlands, Sweden and UK, hereafter known as the Green-7) that are currently implementing more elements of GPP (i.e. they consistently have more tenders with green criteria than the other 18 countries and they rated themselves more highly on the questionnaires). These Green-7 exhibit some or all of the following traits:

- Strong political drivers and/or national guidelines
- National programmes: GPP has been approached from a national program and has been addressed for a number of years
- Information resources: all have websites and information resources (often containing product related criteria and specifications) available for public sector staff concerning GPP
- Innovative procurement tools: 60% of questionnaire respondents from the Green-7 are using one or more of the following tools: life cycle thinking,

functional specifications or contract variants compared with 45% from other countries

- Management systems: 33% of the Green-7 organisations corresponding to the questionnaire stated that they had an environmental management system which addressed GPP compared with 13% from other countries.

Perceived barriers

The results from the questionnaires provided the following results regarding the main barriers to GPP:

Obstacle	All	Green-7	Other 18
Perception that environmentally friendlier products would be more expensive	44%	46%	38%
Lack of knowledge about the environment and how to develop environmental criteria	35%	27%	37%
Lack of management support (including money and time), strategic focus and organisational policy strongly promoting GPP	33%	34%	32%
Lack of practical tools and information (e.g. handbooks, internet-tools)	25%	21%	30%
Lack of training for public procurement officers	25%	24%	27%

- The perceived additional costs associated with greener products was seen as a strong barrier in all the countries (even though this is not necessarily the case)
- Lack of information and tools are also rated highly but in the Green-7 this was felt to be less of a barrier
- Lack of management support shows that senior officials within the public sector across Europe do not have a high awareness of the importance of the GPP agenda.

Environmental criteria found in tenders:

Unclear criteria - A large number of tenders analysed did contain environmental criteria however they were not well defined and it would be unlikely that the tenders would result in a greener purchase. This high level of unclear criteria, even in the Green-7, highlights a lack of training in this area and corresponds to the 25% of respondents who stated that they felt this was one of their main barriers.

Well defined criteria - The table below shows examples of certain product groups that did contain clear environmental criteria. Most of these groups either have clear environmental criteria readily available on the market (e.g. low energy or recycled) or are high impact commodities.

Product group	% of total tenders in this subject area that contained solid green criteria	% in the Green-7 countries	Most used criteria
Paper, printed matter, printing services	21%	50%	Recycled content of paper Not bleached
Construction work	14%	60%	Environmental harmful matter The used timber Energy use/saving Water efficiency
Office machinery	11%	25%	Energy use/saving Taking back, recycle

It is interesting to note that the results gained from the tender analysis differed from the answers given in the questionnaires. It is clear that organisations perceive that they are implementing GPP much more than they are actually doing it: 67% of all respondents of the questionnaire perceive the use of environmental criteria when purchasing, while in the most green two countries just over 60% tender documents contain green specifications.

Conclusions

- Aspirational targets for GPP in Europe are feasible and can strongly lean on the current practice of the Green-7. Products that are currently being acquired with 'solid green' criteria can be considered as low hanging fruit. Objectives on these products can be adopted in the national GPP action plans.
- Purchasers state that a 'lack of information' and 'lack of tools' are important obstacles for GPP. However, the Green-7 did not rate these obstacles as highly. Therefore it can be ascertained that communicating, disseminating and practical training is *extremely* important if a country is to increase its GPP. An important step forward would be the creation of (linked) national and European GPP knowledge bases, naturally in the form of websites.
- It is recommended to explore several communication channels in the national action plans, including training programs.

- GPP deserves strong national support in each Member State. In combination of this support the implementation of EMS (Environmental Management Systems) by public bodies is an important factor. Furthermore, purchasers in Member States should be stimulated to use the criteria of eco-labels, even if they are not European labels or not from their own country.
- On the basis of our experience in this study it is recommended to conduct national and European benchmarking exercises on the basis of analysing tender documents, as this method has proven its efficiency and objectivity.
- The results from the tender analysis show that there is still a long way to go, also for the Green-7. Indeed, an analysis of the “green” tenders shows that the environmental criteria were not in all cases used in the right way. In some cases a lack of detail or clarity of criteria would not allow to ensure an actual “green” outcome; such cases should furthermore be considered contrary to procurement legislation as the absence of clarity of specifications or criteria threatens equal treatment of bidders.
- The results from the questionnaire may be biased in the sense that –very often– politically correct answers are given and in many cases, the questionnaire was returned by public authorities having already some experience or certain interest in GPP. Questionnaires are probably more useful at a smaller scale, where it is easier to target the relevant respondents. The questionnaire developed under the service contract could be used by interested Member States as it has been translated into all EU languages. In any case, it needs to be noted that the questionnaire is more suitable (and sometimes indispensable) to track information on (personal) perceptions, organisational background, managerial support, perceived barriers etc.

The rest of the report contains expansive detail on all the results of this study and also makes recommendations for actions and suggested national and European targets.

1 INTRODUCTION

The European Commission is initiating activities to increase the level of Green Public Procurement (GPP) in all Member States. With this objective in mind the Directorate-General for the Environment (DG-ENV) issued a tender at the end of 2004 for a “service contract to develop a measurement tool and measure the current level of green public procurement across the European Union (EU) and make available examples of environmental technical specifications for a series of product and service groups identified as most suitable for ‘greening’”.

In April 2005 DG-ENV commissioned a consortium of five European organisations, called Take-5, see annex 1, for this service contract. According to the requirements of the tender, the assessment is being conducted in three stages and will be finalized in March 2006:

1. The definition stage: to reach consensus in Europe about what GPP is in practical terms for the purpose of the study and how it relates to Environmental Technologies (ET).
2. The assessment stage: to map the status of GPP in the 25 Member States.
3. The recommendations stage: aimed at increasing the quality of GPP, i.e. by the identification of best practices.

1.1 APPROACH

For the definition stage the Consortium took the following approach:

- Desk research on existing definitions and descriptions of GPP and ET in order to identify the main elements (so-called building blocks)
- Identification of a common denominator in Europe, which is in fact the definition of the ‘lowest’ level of GPP
- Involvement of stakeholders (DG-ENV, ETAP and national GPP coordinators) in workshops to create European consensus.

As described in chapter 2 this approach resulted in practical definitions, which have been discussed and agreed upon for the purpose of the service contract by the representatives of the ETAP working group.

For the measurement stage two tools were used: 1) the analysis of tender documents advertised on the EU TED database and 2) the use of an on line questionnaire sent to public procurers in each Member State:

- Almost 1100 tender documents from the 25 Member States were collected.
- In the tender documents two topics were analysed: 1) are there any environmental criteria and 2) are they suitable for greening? (leading to more environmentally sound products) The result of this analysis is a solid and objective view on the status of GPP in Europe
- The internet based EU's Online Consultation Mechanism was used as a questionnaire to gather information about purchasing policies and about actual purchase decisions for purchases above and below the European tender threshold, as this information cannot be obtained from tender documents.
- The questionnaire was developed with cooperation of the ETAP group and translated into 19 native languages.
- Over 850 questionnaires were returned from public organisations in the 25 Member States.

The results of the measurements and the comparison of the tools are described in chapter 3.

For the recommendations stage all the information gathered in the second stage will be used and experts opinions on best practices will be included. The third stage will be described in a separate report and presented to DG-ENV and the ETAP group early 2006. This report also comprises a section with recommendations, based on the second measurement stage of the study.

The overall approach by the Take-5 Consortium is in line with and contributes to the approach of the EC, being: define principle objectives, measure real status, formulate policies and strategies, translate these into action plans and finally perform the action plans and monitor the results. The methodology as used by the Consortium ensures that this measurement of status can be repeated at a later stage in order to monitor the increased levels of GPP in Europe. In other words, the continuity of the measurement has been safeguarded.

1.2 THIS REPORT

This report is the result of the first and second stages of the service contract. The report is targeted at policymakers and purchasing and sustainability executives of all public bodies in Europe.

This report is a working document, halfway the service contract, to enable discussion and related activities by the Member States and DG-ENV.

In chapter 2 the definitions of GPP are described, in chapter 3 the methodology of the assessment and in chapter 4 the status of GPP in Europe: i.e. by product group and by Member State.

Furthermore, this report will be the basis for the third stage: recommendations to the EC and the Member States for improvement. The recommendations will support the development of future European and national action plans of DG-ENV and the Member States. In order to facilitate discussion about GPP at the European level and to enable consensus, chapters 5 and 6 in this report include some preliminary conclusions and thoughts about the road ahead. Background details concerning the definitions and detailed statistics of the analysis are at the disposal of DG-ENV.

The approach and the results of the study (chapter 1 up to and including 6) have been presented on the 27th and 28th of October during an event organised by the Department of Environment, Food and Rural Affairs in the UK, under the UK presidency of the European Union. At this event national representatives from the EU Member States and other experts were present. Chapter 7 summarizes their discussions and comments on the study.

During the first two stages Take-5 worked in close cooperation with DG-ENV and with representatives of the ETAP high level working group and the designated GPP coordinators in each Member State. The Consortium expresses its gratitude for this cooperation, as was very helpful and stimulating for the Members States. This cooperation will be of great value again for the third stage of the assessment. Furthermore measuring the status of GPP would never have been possible without the help of hundreds of people all over Europe unveiling their purchasing practice by filling in the questionnaire.

2 DEFINITIONS

This chapter is the result of the first stage of the service contract: definition of GPP and relating GPP to ET. Defining GPP was considered to be a very important start of the project for a number of reasons:

- Definitions are needed to map the status of GPP in Europe. This immediately calls for practical definitions, that can be used to measure performance.
- As levels of GPP would vary considerably, also the definition should reflect the possibilities to have low and high levels.
- The process of defining GPP will contribute to the concept and process of Integrated Product Policy (IPP).

The definitions have been composed in a joint effort with the ETAP group and DG-ENV in three steps: initial meeting in Brussels, desk research and analysis and workshop in London.

2.1 GREEN PUBLIC PROCUREMENT (GPP)

In the project plan the Consortium indicated to approach GPP via the concept of building blocks: analyse existing definitions and descriptions and identify commonly used building blocks. In total 21 descriptions from European and other sources were analysed. Four “building blocks” were identified as the most commonly used elements in these definitions:

- A greener product: formulated with green criteria
- The use of green technology: this will turn producers, suppliers and the public sector into becoming greener organisations
- Greener functionality: when organisations asks for a (green) function to meet its needs whilst also achieving best value (transport instead of cars)
- Green procurement process: green criteria are integrated into all steps of the procurement process

These four building blocks provide the basis for the definition that we proposed and discussed with DG-ENV and the ETAP group.

The table on the following pages contains the keywords of the 21 definitions examined.

	Definition / Statement	Source
1	...integrate environmental considerations into the purchasing process, from the identificationto the provision to the user.avoid unnecessary purchases seeking other solutions.purchase a greener	Buying into the environment. Erdmenger, 2003
2need, not only quality and price, from Environmentally Conscious Businesses	Sendai Conference
3 an essential step in creating a Green Marketplace, by leveraging spending powerstimulate businesses..... nurture environmentally conscious industries	Sendai Declaration
4economically and ecologically sound purchasing practises.....integration into all stages of the process....avoidance of unnecessary purchases.	Lars Parkbring City of Göteborg,
5	Green Procurement: the integration of environmental requirements into public purchasing contracts.	Study contract ICLEI, July 2003
6	GPP means that contracting authorities take into account environmental elements when procuring goods, services or works.	EU Green Public Procurement
7	...management process used to secure the acquisition of goods/servicesensures that there is the least impact on society and environment through the full life cycle	http://www.cannybuyer.com/guide-book
8procurement system of environmentally preferable products/services: the possibility to include environmental criteria in the demand of products/services	Italian Environmental Protection Agency
9	...products/services that have a lesser or reduced effect on health and environment when compared with competing products/services that serve the same purpose...	USA Environmental Protection Agency
10	The procurer take into account the environmental effects of the whole life-cycle of the product and choose the environmentally least harmful one	Hungarian Ministry of Environment
11 but also encourages corporations to pursue environment-friendly management, thus greatly helping to structure a sustainable production and consumption system.	Korea Environmental Labelling Association
12	GPP means greening public purchases by adopting environmental criteria in the procurement procedure of the Public Administrations and Local Authorities	GPPnet Project Cremona Province (IT)
13	...Encourage authorities ...in decision making, include actions at all levels to:...GPP policies that encourage development of environmentally sound products	World Summit on Sust. Development 2002
14	Green Procurement: taking environmental aspects into consideration in public and institutional procurement	European Env. Agency: glossary
15	...while respecting Community competition rules and the internal market, with guidelines on best practice and starting a review of GPP in	Environmental Action Plan #

	Definition / Statement	Source
	Community Institutions.	1600/2002/CE
16	By GPP.... companies, administrative bodies, organisations and other consumers can reduce the overall environmental impact of their own activities.....	Finnish Environmental Institute
17	...take into account....best value for money...environmental aspects...social aspects: effects on ...poverty eradication, equity in distribution of resources.... human rights	UK sustainable development policy
18by using Public Authorities purchasing powerby promoting GPP authorities can provide industry with real incentives for developing green technologies.	Buying green handbook EC
19 the least environmental damage...also means buying less.....we also ask suppliers what steps they are taking to reduce the environmental impact of their products....	Leicester City Council
20environmental criteria along with other criteria such as price and qualityalso creates a powerful market demand for greening the production and serves as a model to influence the behaviour of companies, private institutions and household.	GPP Good Practice Guide ICLEI
21 The public sector may impose a significant effect on the market when the public sector asks for greener products. According to Danish legislation, all public authorities shall take environment and energy aspects into account...	Danish Environmental Protection Agency

Bearing in mind that the definition should be practical and should be a help for measuring the GPP status in Europe, the following definition was agreed upon for the purpose of the service contract by the members of the ETAP working group and DG-ENV:

“Green Public Procurement is the approach by which Public Authorities integrate environmental criteria into all stages of their procurement process, thus encouraging the spread of environmental technologies and the development of environmentally sound products, by seeking and choosing outcomes and solutions that have the least possible impact on the environment throughout their whole life-cycle”.

2.2 ENVIRONMENTAL TECHNOLOGIES (ET)

For ET the same definition process was followed. However, during this process it appeared that the scope and impact of a definition for ET completely differs from the GPP definition, for the following reasons:

- GPP is a process, that under the right circumstances leads to the purchase of ET: which makes ET an outcome, a result of the process
- In the IPP approach every public body will have adopted the GPP process, whereas not every green purchase leads to ET
- Consequently the Consortium focused on GPP in this service contract and involved ET where relevant: in the questionnaire and in the analysis of tender documents
- The link between Environmental Technologies and Green Public Procurement is the economic growth, efficiency and competitiveness of the market
- There is a mutual influence between ET and GPP: on one hand the technological innovation developed by the industry allows public bodies to ask for more and more environment-friendly solutions (goods and services). On the other hand the demand of public bodies for green products stimulates industries to invest and develop environmental technologies.

The following examples of definitions/statements regarding ET were found. Like with GPP our analysis focussed on common denominators and the same elements/ building blocks in the definitions.

	Definition/Statement	Source
1	all technologies whose use is less environmentally harmful than relevant alternatives. They encompass: technologies to manage pollution , less polluting and less resource-intensive products and services and ways to manage resources more efficiently....they pervade all economic activities and sectors, where they often cut costs and improve competitiveness by reducing energy and resource consumption....	ETAP
2these technologies protect the environment, are less polluting, use resources in a sustainable manner, recycle more of their wastes and products, and handle all residual wastes in a more environmentally acceptable way than the technologies for which they are substitutes.	UNEP International Environmental Technology Centre (IETC)
3	"process and product technologies" that generate low or no waste, for the prevention of pollution. ..also "end of the pipe" technologiesnot just individual technologies, but total systems which include know-how, goods and services as well as organizational and managerial procedures.....	United Nations - Division for Sustainable Development Agenda 21
4technologies help deliver sustainable growth providing eco-efficient solutions to environmental problems at different scales and protecting our cultural heritage.	Decision of the European Parliament and the Council

	Definition/Statement	Source
5	ET are an important bridge between the Lisbon strategy and sustainable development, having the potential to contribute to growth while at the same time improving the environment and protecting natural resources	POPA project
6environmental protection challenges technology. Environmental engineering is truly interdisciplinary, ranging from chemistry and biology through physics to economics.	Green Pages
7new technology deployment and management systems that improve efficiency and environmental security.technologies that improve the quality of what we produce and consume, while reducing the environmental impacts.	Global Environment & Technology Foundation (GETF)
8	... cleaner and resource efficient technologies which can decrease material inputs, reduce energy consumption and emissions, recover valuable by-products, minimise waste disposal problems.....	EEA's Environmental Technologies Portal
9	The field of environmental technologies includes know-how and techniques used in order to measure and reduce environmental impact of an activity, process and product. Environmental technologies can include both intellectual performances (knowledge, know how) and industrial techniques.	Les éco-entreprises et les éco-technologies Ministère de l'Économie, des Finances et de l'Industrie (France)
10	Environmental technologies can be defined as the technical methods and procedures through which the environmental impacts of a certain activity can be reduced.	Finland's environmental administration

After consultation of the ETAP steering group and DG-ENV the following description was agreed upon and reconfirmed for the purpose of the study.

“ET are procured when a public body asks for outcomes and solutions (equipments, goods and services, (managerial) procedures, etc) that prevent, reduce, manage and treat pollution and the environmental impact of a product, activity and process throughout their whole life-cycle. These technologies improve organisation's efficiency and competitiveness and provide solutions for the sustainable growth of the public and private markets.”

3 METHODOLOGY OF MEASURING GPP

As this is the first measurement of GPP to be performed for all 25 Member States, the Consortium has proposed a relatively broad methodology with two tools. This enables different insights into the situation of GPP in the Member States and creates a test and trial situation that will help to determine the best future approach for GPP measurements.

3.1 TOOL 1

The first tool consists of the analysis of tender documents from each Member State as published in the TED (Tenders Electronic Daily) database. This is a very objective tool, as publicly available documents of all Member States are being compared in the same way using predefined parameters. Furthermore, collecting the tender documents is a random process, as for each country all tenders within a certain time period and from a variety of public bodies -such as local authorities, central government, hospitals, etc.- can be gathered and analysed. The tenders have been classified into 24 product groups, according to their subject matter. For each group of products (see annex 2) the Consortium applied its expert opinion about the possible level of GPP, taken into account the availability of green products on the market. The analysis of the tenders is characterised by:

- Is any reference made in the tender document to sustainability or to the environment?
- Are there any kind of environmental criteria presented in the tender documents (i.e. even poorly defined, like “environmental aspects will be taken into account”, that in reality might not have a ‘greening’ effect?
- How many clear and distinguishable specifications/criteria are described, that are related to sustainability and that actually lead to greener products?
- How many award criteria have been defined in order to measure the green performance of the product or service and what proof is requested that the criteria are met?

The tool however does have some limitations:

- The tender document explains what the public body intends to purchase, but does not give information about the actually acquired final product or service. (Award decisions would be needed to value the actual purchase)

- Publication of tenders is mandatory for procurement above certain thresholds. They don't give insight in the procurement of products under this threshold.
- Information about the public body, concerning its organisational structure or purchasing policy, is generally not included in the tender document, thus the underlying purchasing process remains unknown, only the tender process is described.

The following issues were experienced with this (first) tool, apart from the results of the analyses as described in the following paragraphs:

- Due to the mandatory publication of European tenders, the tool is not dependent on respondents' willingness: in principle contracting authorities (public bodies tendering out supply, service or works contracts) have to cooperate.
- The tool has been used before by two of the Consortium partners for national purposes. The new results can easily be compared to the previous results from these two countries. Thus the tool can be applied for comparison in time (monitoring).
- Comparing the results of different countries is easy, making it an appropriate tool for benchmarking.
- The tool was applied to 25 countries, the process has been identical and the results are comparable at the end, making the tool robust for cultural and other differences in the EU countries.
- The possibilities to obtain the open and publicly available documents differ by country. In some countries contracting authorities make a financial charge for obtaining documents; for others regular reminding was needed to obtain the documents; sometimes contracting authorities refused to send documents even after we explained that they were for research purposes.
- In some countries contracting authorities tend to make more use of the 'restricted procedure' for a large portion of their tenders. The percentage varies from 1 to over 60%. See annex 3 for more details. Normally this procedure does not include communication of tender documents containing product specifications in the first selection phase. Within the time frame of the contract it has not been possible to ensure a follow-up of these procedures and collect the applicable tender documents (including product specifications) at the second stage of the restricted procedure (after selection of potential

bidders). Therefore tender documents of restricted procedures have not been analysed.

3.2 TOOL 2

In order to deal with the limitations of tool 1 (particularly no information about the outcome and no information about the purchasing process) the Consortium also developed a web questionnaire to act as a second measurement tool. Requests to fill in the web questionnaire were sent to a selection of public bodies in all Member States, such as central government, local authorities and utilities.

The questionnaire asked for information on the following issues:

- General information about the organisation
- General information about the use of environmental criteria
- Products and services that have been purchased by an organisation over the past year and how often environmental criteria were applied
- Products and services that may be defined as being based on environmental technologies
- Best practices as identified by the organisations and case studies
- Encouragement of the market to innovate (by systems or criteria)
- Level of internal green purchasing policies and the communication of these policies
- Training and education of staff
- Possible obstacles for GPP in an organisation or country
- The outcome in terms of green products and services.

Annex 5 shows the full text of the questionnaire. With responses on these issues tool 1 and tool 2 are complementary. However it must be noted that a web questionnaire also has certain limitations:

- The use of questionnaires may evoke biased information, since they may result in politically/socially correct answers
- The response is not based on a detailed analysis of purchasing data of the organisation, but on personal view
- Questionnaires are more likely to be filled in by those persons or organisations who are already interested in GPP. In other words, at the end, the sample is unlikely to be not fully representative.

Important aspects for future use of questionnaires for GPP are:

- The response rate remained relatively low, even with accompanying letters from the Commission and several e-mails and phone call reminders from Take-5.
- Questionnaires that are not mailed to a named contact appear to vanish within the organisation. An extensive address database is required to overcome this limitation. Such a base requires costly maintenance.
- The follow-up and gathering of questionnaires is very time consuming.
- The response seems to be culturally determined as can be seen in the results in section 4.1. This makes the tool not very suitable for comparison between countries.
- In a number of cases public bodies make use of external organisations to execute the tender process. Consequently the know-how of tenders and products is more scattered and answers on questionnaires are less specific.
- Public procurement processes are complex and involve a number of persons. Theoretically all these persons are needed to fill in the questionnaire. In reality it is only one person who is at best helpful and well motivated. Thus the tool depends on individual situations.
- As predicted this tool is vulnerable to politically/socially correct answers. This becomes apparent on the general question of “are environmental criteria taken into account”. The positive response which was given to this question (67 % of respondents considering that they were taking environmental criteria into account) is considerably higher than the actual occurrence of environmental criteria in the collected and analysed tender documents (under tool 1).

3.3 REPRESENTATION AND RELIABILITY

An essential issue for both tools is the representation and reliability of the results. A sample size of 30 has been considered as the minimum for statistical representation. In some cases in the questionnaire as well as in the tender analysis the number of answers has been below 30. Examples are:

- Tenders of a certain product group per Member State. When collecting 60 tender documents per country the number of tenders per product group is in principle always below 30 during the collection period of the study. This implies that it was not possible to draw statistical conclusions from this product/country combination.

- Purchase techniques per country per type of organisation, like hospitals. The number of organisations of a certain type seldom reached 30, meaning that it has not been possible to draw conclusions for such combination either.

As a consequence the results in this report give an insight into the status of GPP in Europe in two distinguished categories:

- Statistical: This means that the sample size is over 30. The result can be considered as reasonably reliable. These results can be compared in quantitative terms.
- Only qualitative: This means that the sample is under 30 and that the result may only be considered as an indication.

4 THE STATUS OF GREEN PUBLIC PROCUREMENT

This chapter describes the results of the measurement of GPP:

- Results in overall figures for both tools.
- Results for non-product related issues, mainly based on the questionnaire.
- Then results by country based on both tools. If different interpretations are possible between the tools, this is explained and the value of the results is compared.
- Results by product groups based on both tools.
- Finally results are listed that are outside the GPP scope, but that are interesting for the internal market and that may have an influence on GPP.

The amount of available data from the measurement is such that endless comparisons, tables and graphs are possible. With the objectives of the service contract in mind, focus has been on those results which could be relevant as a basis for possible future activities to increase GPP in Europe: in the national action plans as well as in European policy on GPP.

4.1 OVERALL TOTAL FIGURES

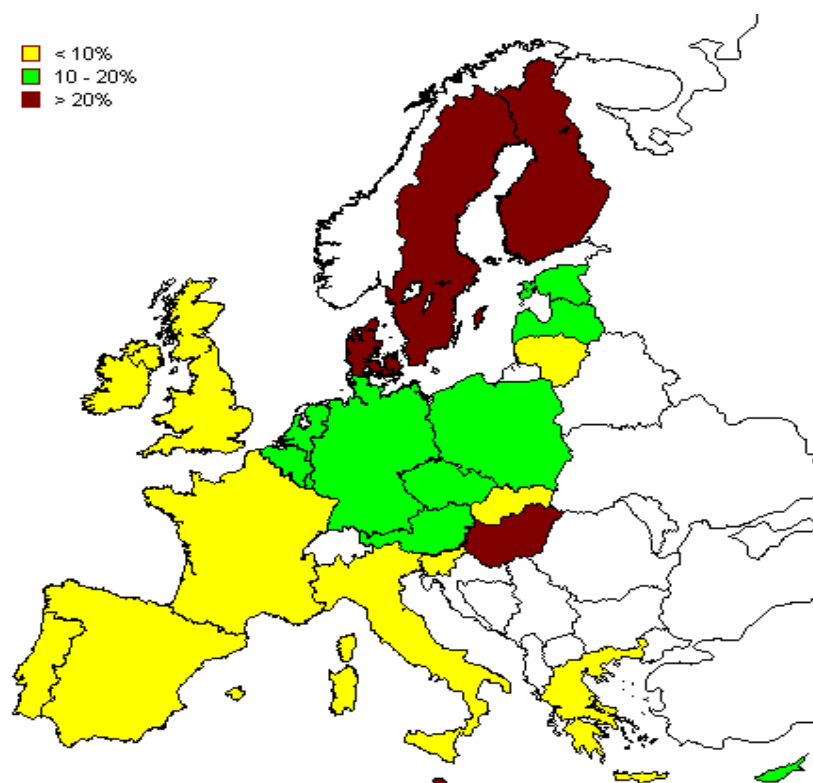
The following total numbers of tenders and questionnaires have been analysed:

Requested tender documents	2328	Per Member State: min 11, max 169, due to availability in the TED
Response rate	47%	
Total tenders received	1099	

Questionnaires distributed	8787	Of which 1523 in the UK due to the availability of extensive address databases
Response rate	11%	The UK response rate has been relatively low, resulting in a 'normal' number of UK responses.
Total questionnaires received	865	

Guiding letters, mails and the questionnaires have been translated in 19 languages. The following map and table present an overview of the figures per country.

- The map shows the response rates to the questionnaire per country in three classes; 0-10%, 10-20% and >20%.
- The table contains the number of tenders received per country.



Country	Tenders requested	Tenders received
Austria (AT)	71	60
Belgium (BE)	72	53
Cyprus (CY)	98	15
Czech Republic (CZ)	98	5
Denmark (DK)	165	60
Estonia (EE)	49	22
Finland (FI)	131	104
France (FR)	80	59
Germany (DE)	85	65
Greece (GR)	164	25
Hungary (HU)	108	31
Ireland (IE)	75	55
Italy (IT)	89	83

Country	Tenders requested	Tenders received
Latvia (LV)	78	42
Lithuania (LT)	90	50
Luxembourg (LU)	25	9
Malta (MT)	11	3
Netherlands (NL)	76	60
Poland (PL)	103	31
Portugal (PT)	112	5
Slovakia (SK)	88	8
Slovenia (SI)	80	13
Spain (ES)	93	79
Sweden (SV)	196	101
United Kingdom (UK)	91	63
Total	2328	1099

Annexes 4 and 6 show more details of the responses per country.

4.2 RESULTS ON NON PRODUCT RELATED ISSUES

The results which are not directly related to products are described in this section. It should be noted -as will be further explained in section 4.7- that 67% of respondents have indicated they take environmental criteria into account when purchasing. The results in this section are primarily based on the responses to the questionnaire.

4.2.1 Obstacles for GPP

Purchasers were requested to give their view on 10 possible obstacles preventing GPP. The 10 possible obstacles were:

1	Lack of management support (including money and time), strategic focus and organisational policy strongly promoting GPP.
2	Lack of general political support in the country, province or municipality.
3	Lack of interest from procurement department/teams.
4	Lack of knowledge about the environment and how to develop environmental criteria.
5	Lack of training for public procurement officers.
6	Lack of practical tools and information (e.g. handbooks, internet-tools).
7	Perception that environmentally friendlier products would be more expensive.
8	Perception that environmentally friendlier products would not be readily available.
9	Perception that European directives are not clear about taking into account environmental criteria.
10	Concerns about legality of green public procurement.

Respondents could select the three obstacles they experienced the most. The following table shows the top 5 of the 10 obstacles. We found that 7 of the 25 countries have comparable overall responses in the study. These have been positioned in a separate column: the so called 'Green-7'. We will further elaborate on these 7 countries (Austria, Denmark, Finland, Germany, Netherlands, Sweden and UK), in section 4.7.

Obstacle	All	Green-7	Other 18
Perception that environmentally friendlier products would be more expensive	44%	46%	38%
Lack of knowledge about the environment and how to develop environmental criteria	35%	27%	37%
Lack of management support (including money and time), strategic focus and organisational policy strongly promoting GPP	33%	34%	32%
Lack of practical tools and information (e.g. handbooks, internet-tools)	25%	21%	30%
Lack of training for public procurement officers	25%	24%	27%

Analysis of these figures:

- Five “leading” obstacles: For Europe as a whole, perception of cost, lack of knowledge, lack of management support, lack of tools and lack of training are the leading obstacles.
- “More expensive”: As can be seen in the table 42% of purchasers indicate that they believe that environmentally friendlier products are more expensive. This keeps them from buying green. Notice can be taken from this clear statement and this gives an opportunity for disseminating information. On the other hand, for a number of product groups price will most certainly be an obstacle for buying green. This may even differ in some Member States depending on the market. Further analysis is required on this issue before developing activities.
- Differences between “Green-7” and “Other-18”: Although the numbers in the table are not very far apart, the differences are obvious:
 - the Green-7 experience price more often as a barrier than the others
 - the lack of knowledge and lack of practical tools is less of an obstacle for the Green-7
 - Training and management are a general concern.

4.2.2 Obstacles as registered per Member States

The national situations on obstacles were compared to the European average. This was only feasible for countries with more than 30 responses, due to the minimum statistical sample size. The following graphs show the individual situations. Some national differences are striking and may initiate further national study, such as:

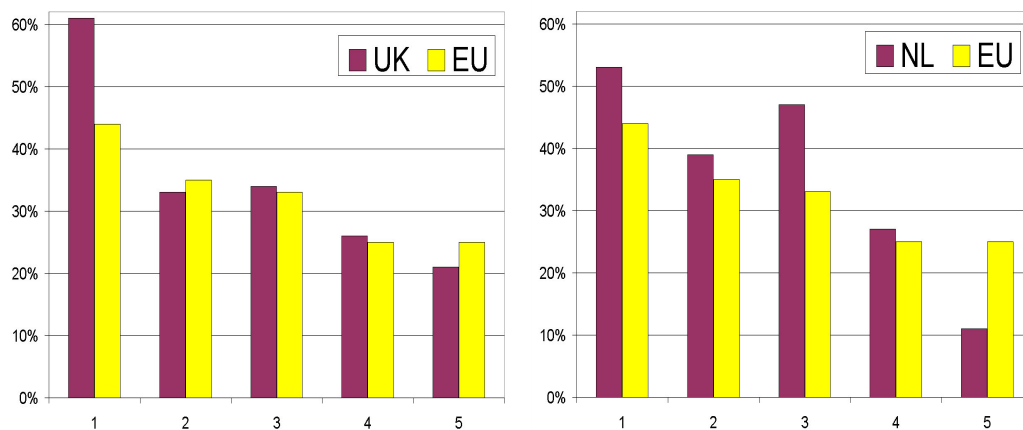
- The low figures in Sweden and Finland for the ‘price obstacle’

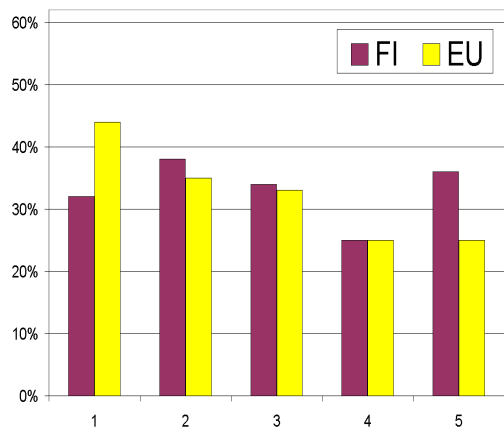
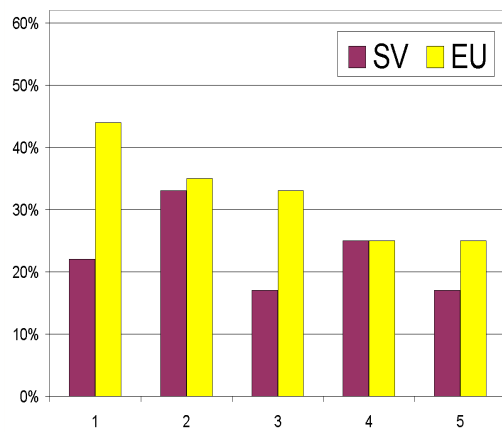
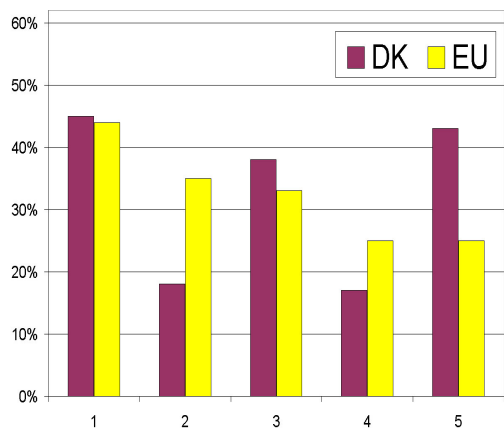
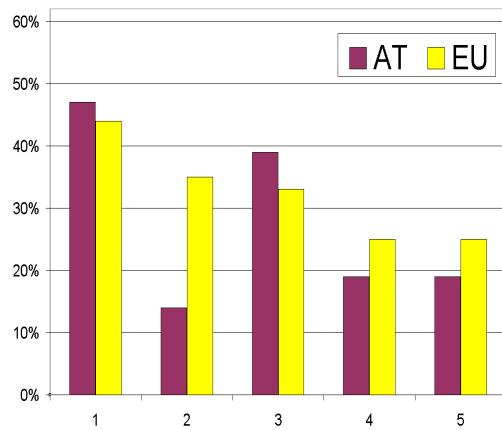
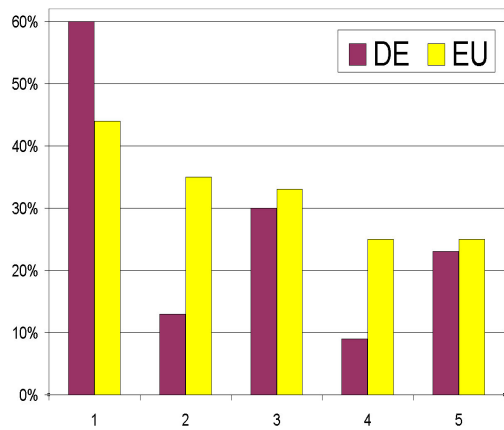
- The low figures for lack of knowledge in Austria, Germany and Denmark. These countries have websites concerning green procurement. Belgium, the Netherlands and Sweden also have websites but they nevertheless mention this obstacle. So having a website is not the only factor in lack of knowledge. For countries which don't have national GPP websites, it will be more difficult to find the appropriate information; apart from the fact that other aspects may have their influence as well such as legislation and political drivers.
- The low figures for lack of training in Hungary, Lithuania, Latvia and Estonia.

Legenda of the figures:

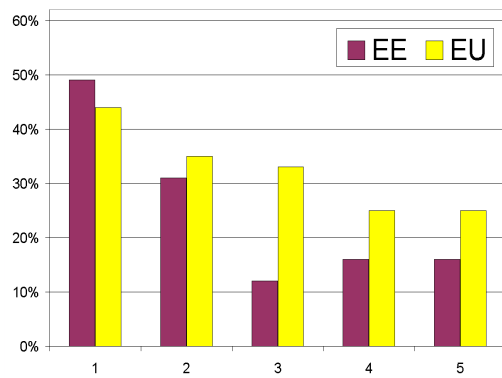
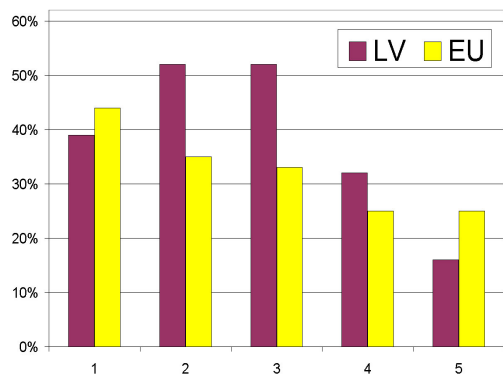
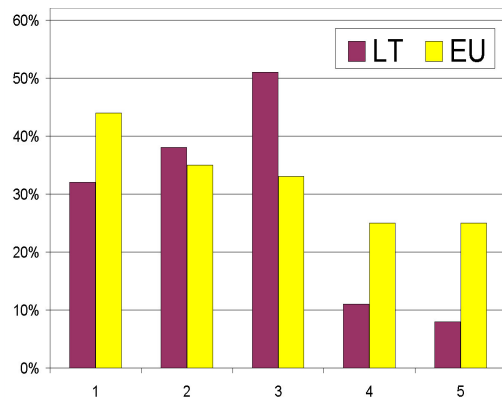
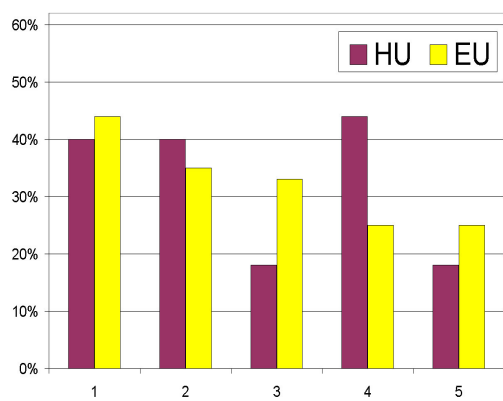
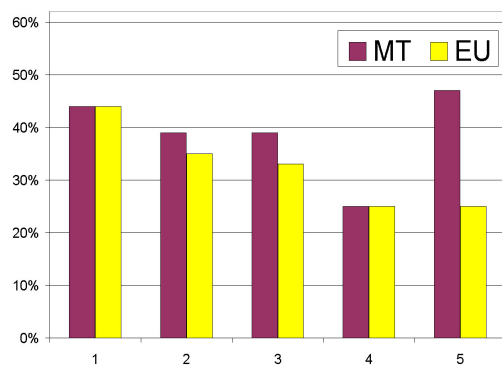
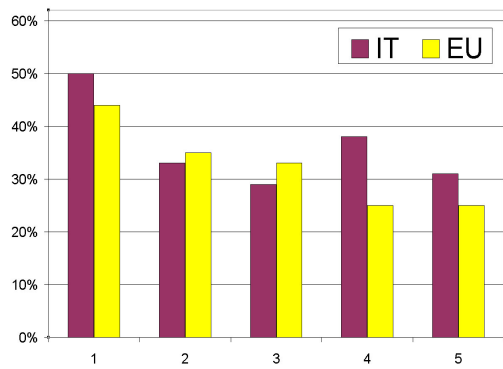
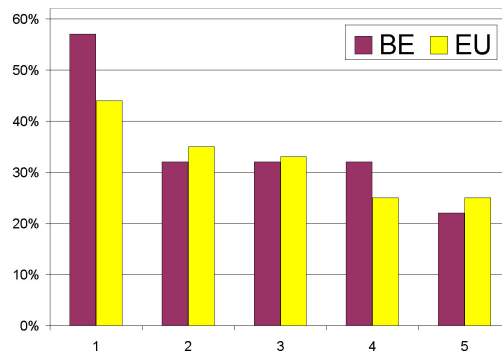
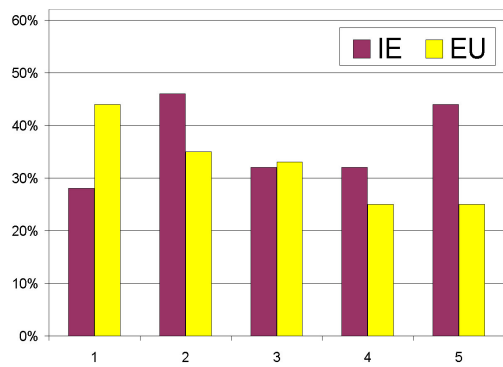
1. Perception that environmentally friendlier products would be more expensive
2. Lack of knowledge about the environment and how to develop environmental criteria
3. Lack of management support (including money and time), strategic focus
4. Lack of practical tools and information (e.g. handbooks, internet-tools)
5. Lack of training for public procurement officers

The top 5 obstacles in the Green-7.





The top 5 obstacles in countries from the Other-18 (for statistical reliability: except the countries with less than 30 responses):



4.2.3 Influence of the type of purchasing organisation on GPP

The questionnaire included the question whether the respondent could answer for his whole organisation or just for his/her own department. Approx. 70% of respondents answered for their whole organisation.

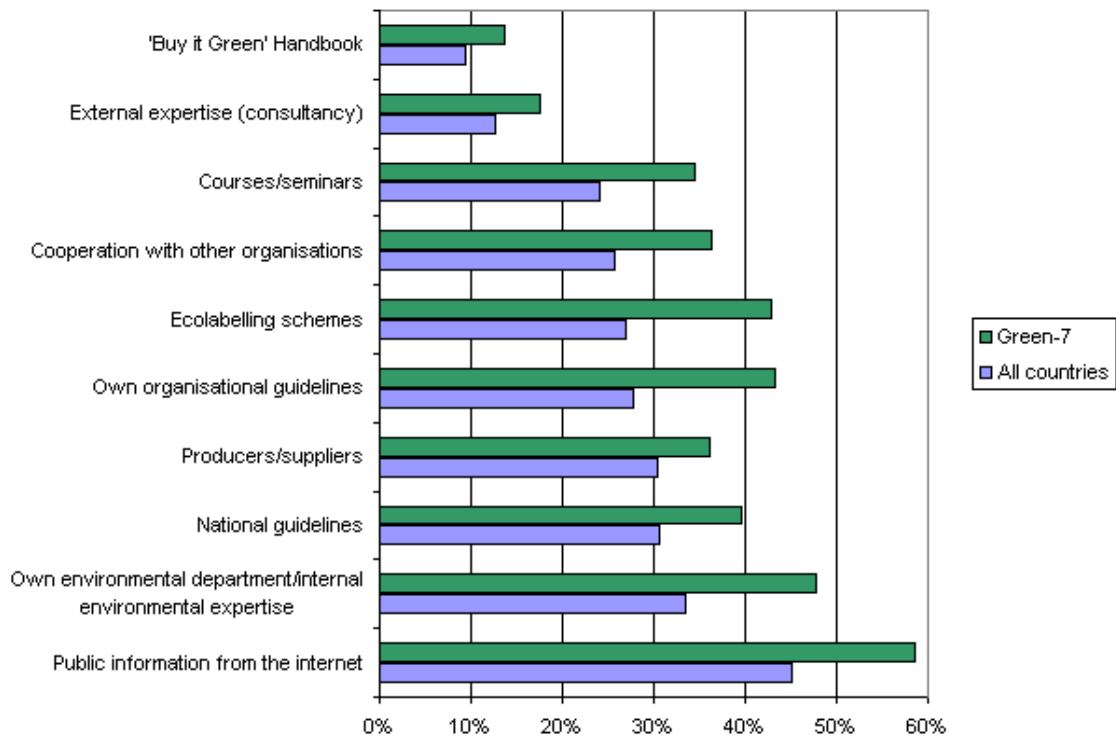
The questionnaire also asked how centralised the organisation of the respondent is, on a scale from 1 to 5 (where 5 is fully centralised). Results on this question were combined with how 'green' the procurement of the organisation is. Although the effect is not huge, as expected, central organisations are consistently more 'green' than decentralized organisations. No detailed questions on this issue have been included, but some explanation can be given on the basis of the Consortium's experience on GPP in several countries:

- Centralized purchasing means larger purchasing departments and more accumulation of knowledge.
- Larger departments also lead to more turnover of purchasing orders, which incorporates more possibilities to copy & paste best practice
- Also centralised departments have a larger portfolio in product groups leading to more cross fertilisation in approach and handling orders.
- Economy of scale might lead to lower prices for green products, however this will also be the case for the non-green products.

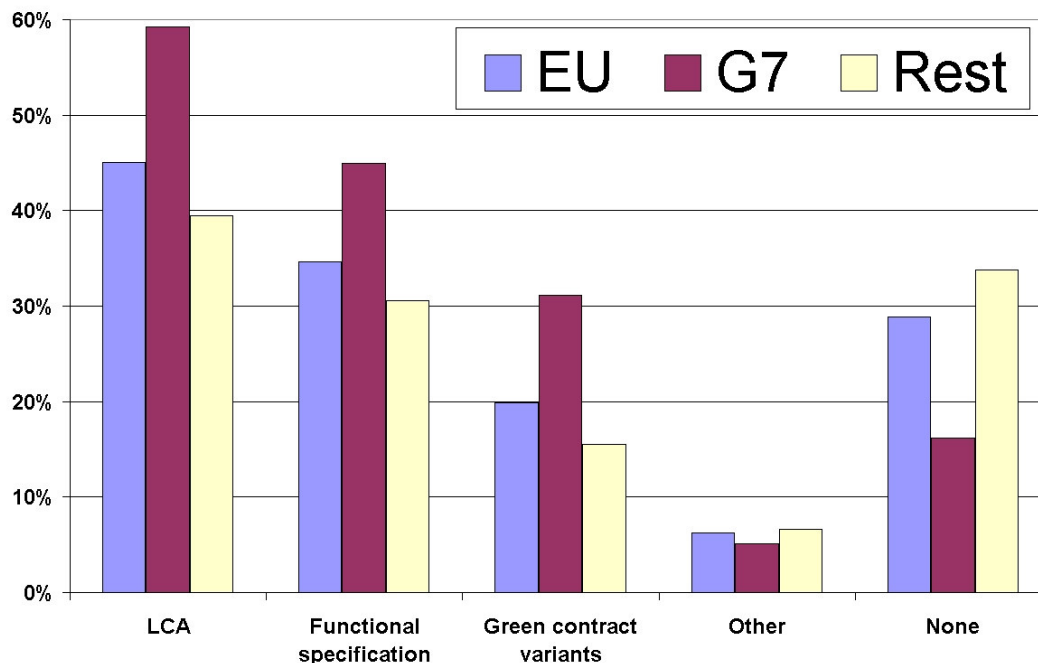
4.2.4 Purchasing techniques

The questions relating to the procurement techniques provide an insight into how advanced GPP is being executed in a country. The question was: "Which procurement techniques are used in the procurement process in your organisation?"

The first indication is the information sources used by purchasers: see the following graph. The internet is the most important source of information.



The second important issue concerns the fact that certain procurement techniques can help to make procurement greener. Here also there is a significant difference between the Green-7 and the Other-18 (see graph on the following page, where 'rest' = Other-18).



NB: More than one answer possible, so total is more than 100%.

Life cycle cost assessments: (LCA in the graph above) This means taking into account other costs than the purchase price of the product, but also the costs incurred during its life-time (energy use, maintenance). According to the replies to the questionnaire, a large proportion of purchasers would take life cycle costs into account when purchasing. However, this percentage is far larger than the percentage resulting from the tender analysis for tenders including lifecycle costing as an award criterion (less than 1%). Furthermore, for many respondents who have given a positive reply to this question, the environment will very often not have been the reason for taking the life cycle cost of products into account.

Functional specifications: Also called: performance-based or outcome based specifications. This means in stead of providing detailed technical specifications of a product, it is also possible to ask for a function or outcome instead of a product. This could mean that a purchasing authority would opt for transport instead of a car; or chooses to conclude a service contract for 5,000 copies per day instead of a supply contract for a copying machine. This technique also covers all cases where green specifications are not (yet) included in detailed standards, but are to be defined by way of functional or performance based requirements (for

example: buying a refrigerator which allows to save a certain amount of energy per year if used in specified circumstances). When the procurement organisation emphasizes the importance of a 'green' outcome, the supplier can be more creative in thinking of a 'greener' solution. A substantial number of the purchasing organisations uses functional specifications. It is unclear from the answers if this also actually results in the buying of 'greener' products.

Green contract variants: This means that suppliers are asked to submit greener variants for the same product. Whilst doing so, the contracting authority will set minimal technical specifications for all bids to comply with. Then he will invite bidders to submit bids on the basis of these requirements and invite them also to submit (if feasible) bids on the basis of the "basic" requirements plus some environmental requirements. Having received all offers, the contracting authority will compare all offers on the basis of the same set of award criteria (which should include an environmental award criterion). This will allow the contracting authority to choose a green variant if it has accumulated most points at the award stage (this will for example be possible if its price is not extremely higher than that of the "neutral" bids). This technique is used less often.

4.2.5 Environmental Management Systems in purchasing organisations

One of the questions concerned the presence of an EMS (Environmental Management System) in the public body/organisation. Possible answers could be EMAS, ISO 14001 etc. The results are provided in the table below.

Has (a part of) your organisation adopted an environmental management system?		
No	59%	
Don't know	21%	
Yes	20% (All countries) In the Green-7: 33%	Which environmental management system does your organisation have?
		Own developed system 37%
		ISO 14001 29%
		Other 18%
		EMAS 16%
		Is green procurement part of your environmental management system?
		Yes 64%
		No 20%
		Don't know 16%

33% of the Green-7 organisations responding to the questionnaire stated that they had an EMS (environmental management system) which addressed GPP compared with 13% from other countries. As mentioned before, this very high result may be biased by the fact that most replies are stemming from organisations already interested in green purchasing (for example because of the fact that they are running an environmental management system).

4.3 RESULTS PER PRODUCT GROUP

The results shown by product group are based on the questionnaire as well as on the results of the tender analysis. The results of the questionnaire are given in paragraph 4.3.1.; then the results according to the tenders; and in 4.3.3 a comparison of the two.

4.3.1 Product group according to questionnaire

The questionnaire contains questions about products that are very suitable for greening according to experts opinions. Some products were not taken into account as it is not logical to include green criteria for such products and it could be de-motivating to ask for the 'green' status on products that are difficult to 'green'. For the potentially 'green' products, the questions focus on the application of 'green' criteria and the actual 'green' purchase as a result of such application. The following table contains the summary of the results. More details per product group have been described in annex 7.

The columns presented in the table are:

The second column indicates the average of how often a product is being purchased per year: 1 = once/year, 0,33 = once/3 years.

'Nearly always' (75-100% of the purchases), 'often' (50-75% of the purchases), 'quite often' (25-25% of the purchases) and 'sometimes' (10-25% of the purchases). In order to see the difference between more and less than 50% the categories above 50% and below 50% have been summed up. In the last column the two most used criteria are mentioned.

The product groups are presented in order of how often purchases, with most purchased at the top.

Products/ services concerning	Purchases per year	Nearly always/ often	Quite often/ Sometimes	Very seldom or never/ Don't know	Most used criteria
Office machinery	0,82	30%	22%	48%	- Energy use/saving - Taking back, recycle
Paper, printed matter	0,81	36%	16%	48%	- Recycled content of paper - Not bleached
Construction work	0,61	24%	23%	53%	- Energy use/saving - Water efficiency
Cleaning	0,59	32%	17%	51%	- Toxic substances - Working methods
Transport equipment	0,54	27%	19%	54%	- Energy efficiency - Euro V emission standard
Furniture, manufactured goods	0,53	25%	20%	55%	- Environmental harmful matter - The used timber
(Electrical) machinery	0,51	24%	24%	52%	- Energy use/saving - Environmental harmful matter
Fuels, petroleum products	0,48	24%	15%	61%	- Contents of the fuel - Use of renewable resources
Energy	0,48	25%	14%	61%	- Renewable resources - No use of nuclear energy
Catering, food products	0,45	25%	21%	54%	- Fruit/vegetables from the season - Organic agriculture
(Tele)communication	0,41	14%	18%	68%	- Energy use/saving - Taking back, recycle
Textiles, clothing, footwear	0,37	14%	16%	70%	- Hazardous contents - Eco-label
Wood or wood products	0,30	27%	20%	53%	- Certified sustainable forests
Gardening	0,22	30%	17%	53%	- Use of pesticides - Use of vehicles
Medical, laboratory devices	0,19	17%	21%	62%	- Energy use/saving - Environmental harmful matter

4.3.2 Product groups analysis on the basis of tender documents

Contrary to the questionnaire in the tender analysis all product groups -not only those that are suitable for greening- have been analysed, as the collection of tenders was done over a three month time period, resulting in a random sample of tenders.

The following table shows the results. Only product groups with a sample size larger than 30 are taken into account, to get statistical relevance. Annex 8 shows the full list of product groups, including sample sizes smaller than 30. Legenda:

- % of total tenders: This percentage is an indication of how often this product is purchased by all Member States (via a European Tender procedure and based on the three month time frame) compared to all tenders. The higher this figure, the more often there is a chance to 'green' this product.
- % not/grey/light/solid green: These are average figures for Europe indicating how 'green' the specifications for this product group are, adding up to 100%. This is of course not a guarantee that these products are actually being acquired 'green', because that can not be measured on the basis of tender documents.
 - o 'not' means that no green specifications were found
 - o 'grey' means that attempts for green specifications were found, but that these would not lead to a greener product. An example of a not well-defined specification is: 'Environmental aspects are considered.' Here it is not clear what kind of information is requested.
 - o 'light green' means 1-3 clear specifications were found in the tender document. An example of a well-defined specification is: 'personal computers must fulfil the requirements for energy use defined for the Energy Star label'.
 - o 'solid green' means more than 3 specifications were found.
- % solid green in Green-7: As will be explained further in section 4.7 seven countries (called the Green-7) perceive they have a higher level in GPP. The percentage in this column is the 'solid green' of the Green-7. This figure should be compared to the '% solid green' from all Member States and is an indication of how much 'solid green' appears to be possible already today.

Thus this table -and specifically the last 2 columns- show what can be reached as a minimum in terms of 'greening' in Europe just by replicating the approach of the Green-7. This implies in no way that the Green-7 have reached the 'green goal'.

For every Member State there is still a long road ahead: purchasing solid green products plus continuously raising the minimum specifications for solid green.

	% of total tenders	% not green	% grey	% light green	% solid green	% solid green in Green-7*
Office machinery	9%	44%	6%	40%	10%	20%
Medical devices	9%	59%	11%	27%	3%	7%
(Electrical) machinery and communication equipment	9%	67%	4%	21%	8%	7%
Transport equipment	8%	47%	9%	35%	10%	13%
Architectural, engineering, construction, installation and related technical consultancy services	7%	51%	14%	27%	8%	13%
Construction work	5%	38%	13%	36%	13%	23%
Paper, printed matter, printing services	5%	62%	2%	19%	17%	40%
Transport and communication services	5%	55%	13%	21%	11%	16%
Furniture and other manufactured goods	4%	39%	11%	34%	16%	21%
Food products and beverages, Restaurant services	4%	55%	3%	38%	5%	0%
Education, health and recreational services	4%	82%	3%	15%	0%	0%
Professional services	4%	84%	0%	13%	3%	0%
Computer and related services	4%	89%	3%	8%	0%	0%
Chemical products, rubber, plastic	4%	46%	16%	24%	14%	31%
Sewage- and refuse-disposal services, sanitation and environmental services	3%	18%	3%	50%	29%	17%
Cleaning services	3%	55%	10%	35%	0%	0%
Financial intermediation and related services	3%	96%	4%	0%	0%	0%

* The percentage of 'solid green' tenders in the Green-7 is based on less than 30 tender documents per product group apart from 'medical devices', 'office machinery', 'transport equipment' and '(electrical) machinery' where there are 30 or more tender documents.

On the basis of this table the results can be described as follows:

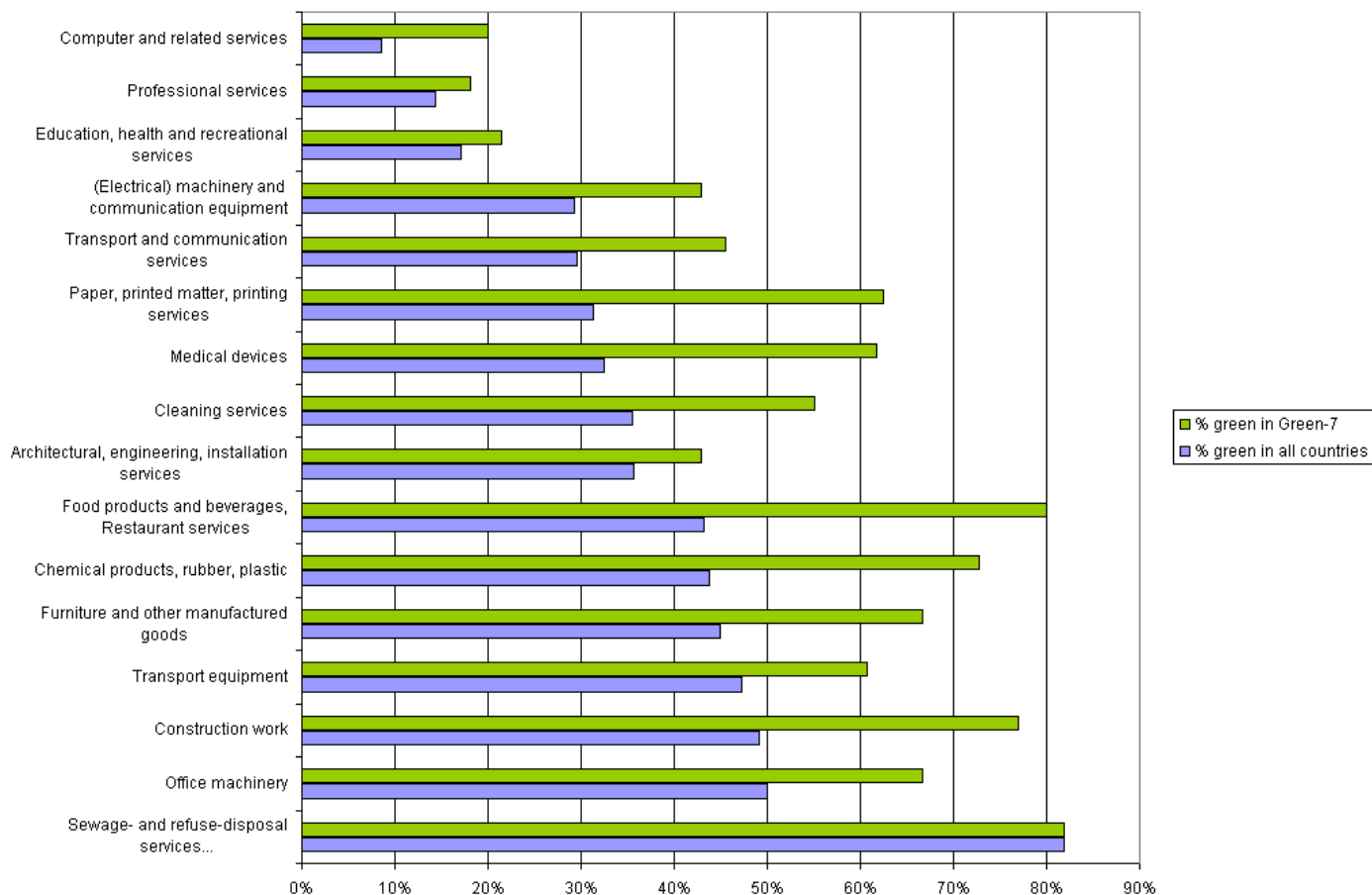
- The Green-7 countries (see section 4.7) consistently have a higher green level than the other 18 countries.
- 12 product groups represent approximately 80% of the tender documents (= of the number of procurements).
- Of these 12 product groups we found examples, that may be potential good or best practices.

The information cannot give an insight in the eventual effects in terms of environmental burden or relief. For these effects by product group further analysis would be required. In addition also products which are not acquired regularly (outside the above mentioned 12 product groups), should be analysed for their potential for greening: For example 'Energy stemming from renewable energy sources' could significantly relief the impact for the environment, however, we found less than 30 tender documents on energy.

4.3.3 Conclusions on product groups

The central question about product groups is which products are the most promising for potential 'greening'. Following conclusions are drawn on the basis of the results of both tools:

- The results of both tools point in the same direction, however, the questionnaire is more vulnerable to politically correct answers. The results of the tender analysis are more objective.
- Products that are currently being acquired 'light green' or 'solid green' by the Green-7 can be considered as 'low hanging fruit' for the other 18 Member States and the Green-7, because the level can be higher. These products can be adopted in the national GPP action plans. Thus the remaining 18 countries can focus on a small number of products and still rapidly 'green' their portfolio.
- The figure below gives an overview of the most interesting products for greening on the basis of the comparison of 'light' and 'solid' green between the Green-7 and the other countries.



- For most of these product groups eco-labels are available, although often these are national labels, like Blaue Engel and Nordic Swan. Purchasers in the Members States should be stimulated to use the criteria of these eco-labels, even if they are not European labels or not from their own country.
- On the one hand purchasers mentioned 'lack of information' and 'lack of tools' as important obstacles for GPP. On the other hand the Green-7 hardly experience these obstacles. So communication and dissemination of information are most important issues to be dealt with.

4.4 BEST PRACTICE

In the questionnaire as well as in the tender analysis, a first collection of possible best practices on GPP has been performed. The results will be used in stage three of the service contract. The table gives the current numbers of possible good and best

practices. The numbers in the column ‘tenders’ are based on our own analysis, the numbers in the column ‘questionnaire’ are based on responses to the questionnaire.

Country	Possible best practice from tenders	Possible best practice from questionnaire	Country	Possible best practice from tenders	Possible best practice from questionnaire
AT	8	6	LT		1
BE	1	10	LV		3
CY		9	MT		5
DE	11	11	NL	2	15
DK	5	9	PL		
EE		4	PT		2
ES	4	1	SI		1
FI	4	4	SK		
FR		3	SV	7	10
GR			UK	4	30
HU		3	LU		
IE	1	4	CZ		
IT	3	11			
			Total	45	142

4.5 RESULTS ON ACTUAL OUTCOME

In the questionnaire it was asked what the actual outcomes were in terms of GPP. The answers by the purchasers (67%) that claimed to use green criteria were:

Nearly always (75-100%)	28%
Often (50-75%)	28%
Quite often (25-50%)	22%
Sometimes (10-25%)	15%
Don't know	5%
Very seldom or never (0-10%)	4%

Comparing these figures to the results of the tender analysis they seem to be high as only 37% (European average) of the tenders are identified as ‘Light green’ or ‘Solid green’. If however the ‘grey’ area of the tender documents is also taken into account the figures are in the same magnitude. This would mean that people have the perception of buying green whilst actually they buy ‘grey’: meaning what they specify will not actually lead to a greener product.

4.6 RESULTS ON ENVIRONMENTAL TECHNOLOGIES

One of the questions addressed the use of references to new environmental technologies (ET). The question was: “Did you recently purchase any relatively new technologies, such as solar cells, hybrid cars, or other cars run on non-fossil fuels, recycled building material, solar heat boiler, other innovative green products/services?”.

The products mentioned mostly in the answers are: solar cells, hybrid, electric, ethanol and natural gas cars, heat boilers, recycled material for constructions. These answers are probably the result of the rather suggestive question. As these technologies can be purchased off the shelf, they cannot really be considered as examples of new ET.

According to the consortium, a high level of GPP is however a necessary pre-condition for stimulating the development of new ET. Vendors are to be stimulated to innovate under the condition of a ‘greener’ product. This could be done through the use of functional specifications which allow for innovative offers. Some of the answers to the questionnaire referred to products based on new ET:

Bio-architecture, district cooling (as opposite to district heating), wood fuel heating system, hybrid buses and treatment of trees with parasites by the use of fertilizers.

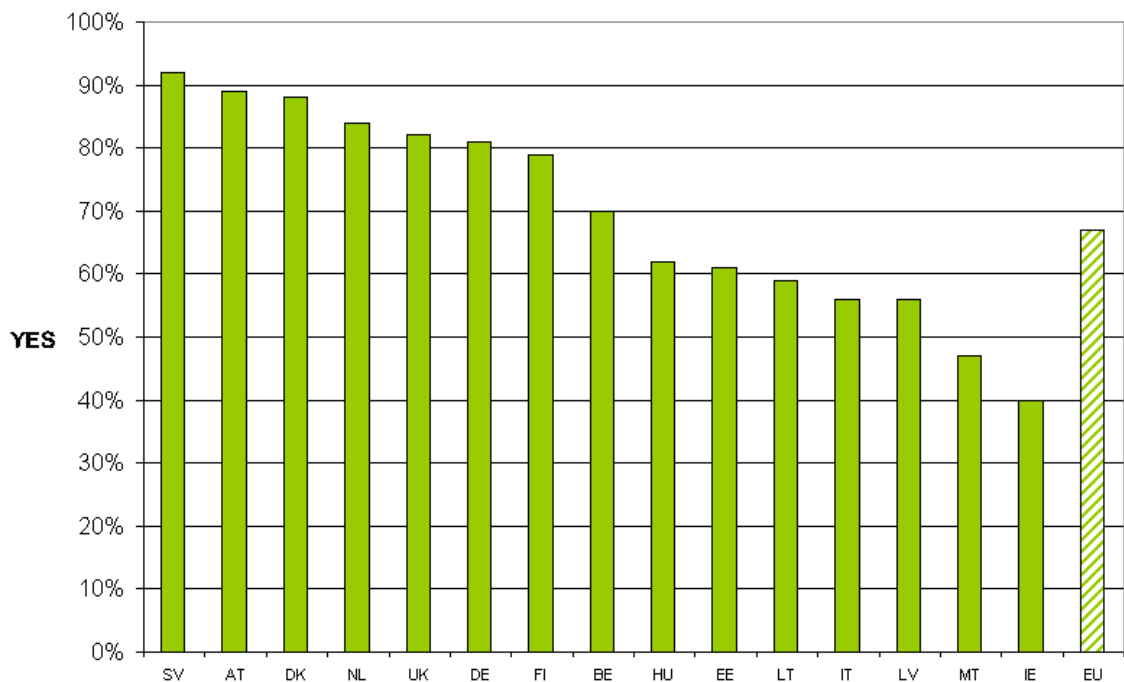
In conclusion, further analysis is needed to give practical advice about how new ET can be stimulated by GPP.

4.7 COMPARING LEVELS OF GPP BETWEEN COUNTRIES

Both the questionnaire and the tender analysis were used to get insight into the overall national situations regarding GPP: in other words how ‘green’ is public procurement in each Member State?

4.7.1 State of GPP according to the questionnaire

The first question to the purchasers was: “Are there environmental criteria taken into account in your organisation when purchasing?”. The European average on this question is 67% positive. Details per country are shown in the following figure:



Cyprus, Czech Republic, France, Greece, Luxembourg, Poland, Portugal, Slovakia, Slovenia and Spain are excluded from this table due to a response of less than 30 questionnaires.

The figure clearly shows that the organisations in Green-7 countries (Austria, Finland, Germany, UK, the Netherlands, Denmark and Sweden) have a considerable higher perception of the amount of green criteria used than the others.

One important note is that for all the countries the level in the figure seems to be too positive compared to reality. This is possibly due to politically correct answers and to the fact that the persons which already have an interest in (and probably practise) GPP, were more inclined to reply to the questionnaire than others.

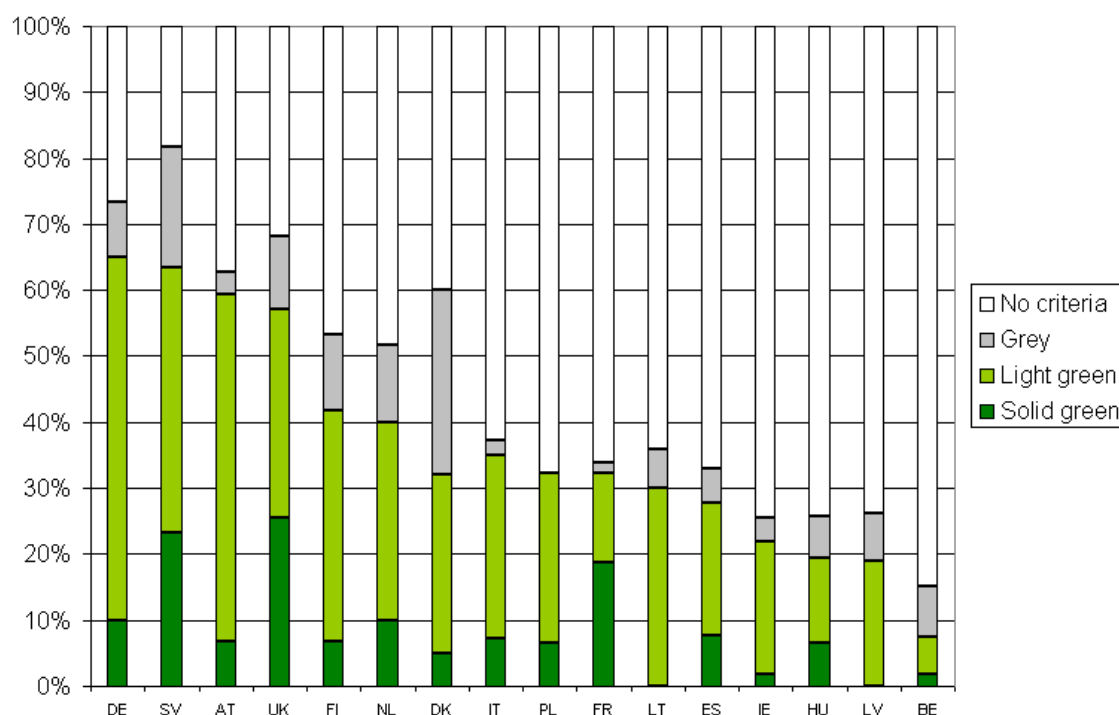
4.7.2 GPP according to the tender analysis

The analysis of tenders aimed at investigating how many times and to what extent green criteria were found in the tender documents, in other words how explicit those documents were about the environmental specifications of the product or service. (See also section 4.3.2.) Four levels were distinguished:

- 'not green' means that no green specifications were found

- 'grey' means that attempts for green specifications were found, but that these would not lead to a greener product
- 'light green' means 1-3 clear specifications were found in the tender document
- 'solid green' means more than 3 specifications were found.

The results of the individual tenders were then accumulated per country (as opposed to section 4.3.2 where accumulation has been done per product group), resulting in countries that are often explicit about green and countries that are less often explicit. The results are in the following table.



Cyprus, Czech Republic, Estonia, Greece, Luxembourg, Malta, Portugal, Slovakia and Slovenia are excluded from the figure, because the number of received tender documents is below 30.

Also on the basis of this measurement, the same Green-7 countries are often more explicit (give more criteria) than the others. It should be noted here too that these results may give a too positive view of the level of GPP in the EU. For some product groups which have high potential for GPP, not many clear criteria have been identified and the level could have been much more advanced.

4.7.3 Analysis of the Green-7 compared to the Other-18

Here is described what the Green-7 have done differently to the other Member States and what are the perceived barriers (only based on the information gained from the study, focussing on non-product related issues as mentioned in section 4.2). First what the Green-7 have in common:

- Available information: they all have knowledge bases in the form of websites for product related criteria and specifications.
- Political support: GPP has political support from the government, and is successively supported by ministries regions etc.
- National program: GPP has been approached from a national program
- Eco-labels: 6 from the Green-7 countries make use of national eco-label schemes.

The 'Other-18' perceive exactly these issues as barriers for achieving more GPP as can be concluded from the responses to the obstacles.

A notable similarity between the Green-7 and the Other-18 is the perception of two obstacles: price of green products and management support (not to be confused with political support). All Member States perceive these as important obstacles.

4.7.4 Comparing or benchmarking

Both tools indicate that the Green-7 have higher 'light' and 'solid' green levels of GPP. They take the environment more often into consideration when purchasing than the Other-18. In the remaining 18 countries there are differences in the levels of GPP, but they are not clearly distinguishable levels. In other words not always 'grey' or 'light' or 'not green' levels. And even stronger: there is clear evidence that 'solid green' purchases take place in ALL Member States, only the percentage/occurrence differs. So it can be concluded that the level of GPP of a specific country cannot be captured in just one figure. As a result of this study one can only distinguish roughly the two groups: the Green-7 and the Other-18.

This distinction in two groups makes overall benchmarking of all 25 Member States (leading to one figure per country indicating the 'green' GPP level) a rather difficult exercise. Therefore it is recommended to use more detailed figures and

information (per product group and/or per type of organisation for example) for setting targets and benchmarking. Chapter 5 will further address this issue.

What can be concluded at this point is that ‘light green’ and ‘solid green’ levels of GPP are feasible for many product groups, as the Green-7 are already practising it, and that therefore it should be possible to increase the level of GPP in the Other-18, just by replicating good and best practice of other countries (not just of the Green-7 !).

4.8 RESULTS OUT OF THE GPP SCOPE

This section contains three eye-catching results, which are out of the scope of the GPP investigation. They have been described because they may nevertheless have a possible (indirect) impact on GPP.

4.8.1 National regulations

Some countries have adopted national law and regulations concerning green criteria for products and services. Where such criteria are mandatory, they are not always (and need not always be) specified explicitly in tender documents or in the purchasing process in general. Nevertheless the products or services do have to comply with these national laws and regulations. This makes the analysis and comparison of tender documents sometimes very difficult. Specifications of certain tender documents may be very green in reality -due to compliance with national “environmental” regulations- although this is not specified in the tender document itself. Apart from this incidental GPP measurement, this situation is not very transparent for the internal market in general.

An example of this situation is the handling of packaging in Germany: Vendors are obliged to take packaging back. If specified in a non-German tender this would look like a GPP criterion, while in Germany this is already business-as-usual and thus not always mentioned in the tenders.

It should be noted that in the case of EU mandatory regulations (not national regulations) such as the mandatory requirement with EURO-4 standard for diesel engines, such specifications haven’t been considered as “green” specifications .

4.8.2 Interpretation of EU tendering procedures

The availability of tender documents varies by country. Although the EU procedures are identical for all Members States, in reality the differences in application are considerable and they seem to be related to national attitudes.

- Some countries charge more and higher fees for tender documents than other countries. In all countries more and higher fees were charged for documents with extensive specification material, such as for buildings.
- In some countries the instrument of the restricted procedure is used extensively, resulting in less transparency and less possibilities for comparison as one has to do meticulous follow-up on the procedure in order to receive the actual product specifications in the award stage (if one has not been selected as a possible vendor, which is the case for the organisation carrying out a measurement on GPP).
- Some countries are reluctant to send tender documents at first request and require a written statement that the requesting organisation is capable of delivering the product.

The above mentioned examples are compliant with relevant EU rules, but may form a barrier for easy comparison of specifications in tenders, which would be beneficial for GPP.

4.8.3 Outsourcing tendering procedures

In all Member States tendering procedures are being outsourced regularly. With the available information it was not possible to actually measure the percentage. Sometimes specialized companies are involved, sometimes central public procurement agencies. This proceeding facilitates an efficient procurement process, but may be a barrier for advanced specifications, innovative solutions and innovative vendors, as the organising/intermediate company has no interest in innovation. This may also have a negative effect on GPP.

5 OPTIONS FOR EUROPEAN GPP TARGETS

According to the service contract the Consortium should provide suggested targets for levels of GPP in Europe. These suggested targets are described in this chapter in the form of a painter's palette: everyone can chose their own colour. Chapter 6 contains the consortium's recommendations. Member States can choose their own targets on the basis of the suggestions made in chapter 5 and combine those with the recommendations from chapter 6 in view of establishing a national action plans for GPP.

The following aspects were taken into account for the targets:

- A variety of GPP targets are required as some countries currently have a low level of GPP whereas others have a high level. Nevertheless the countries with a higher level , also the Green-7, still have a long way to go to achieve GPP on all products and services.
- The targets may be used in the national action plans and should therefore accommodate subsidiarity: to allow each country to decide about the level of GPP.
- The targets must be measurable and practical and should enable various benchmarking: between organisations, countries, product groups etc.

Based on the current status of GPP according to the measurements and based on the experience of the Consortium members with previous GPP projects, options for targets have been formulated. These options form a menu to choose from: the painter's palette.

Before detailing on the options we described the initialisation of GPP.

5.1 INITIALISATION OF GPP

According to the questionnaire, often heard barriers to GPP are the lack of political support, lack of national information sources and eco-schemes and the lack of training programs. All these aspects should be addressed when initialising GPP at national level. This may be materialised in a national program or an action plan, and would in any case need to be based on a certain level of political ambition.

On the basis of national political ambition which could be embedded (or based upon) EU political ambition, an action plan can be initiated, in which choices are made from the menus as described in the following sections.

5.2 MENU: OPTIONS FOR TARGETS

The concept of GPP should be integrated into all steps of the purchasing process of an organisation. For practical purposes three levels are identified to indicate how green the purchasing process is. These three levels are building up .When having achieved the three levels, the purchasing process is made green and will lead to the actual purchase of green products and services.

Each level also leads to a green level of the product or the service:

5.2.1 Start level

GPP is a policy of the organisation; it will be mentioned to vendors for each purchase; it is included as standard text in each tender document, without being materialised in green specifications. However, it may be a necessary step to go to the next levels.

5.2.2 Light green level

‘Green’ specifications will be included in the purchasing process for a limited number of standard aspects: energy, waste etc. These aspects are to be defined per product group and may be copied from good practice.

5.2.3 Solid green level

‘Green’ specifications will be included for all or most possible aspects (these may be copied from best practice). This means that for each product or service clear environmental specifications are described, like specifications that fulfil eco-label criteria.

On all three levels more detailed information and indicators will become available after finishing stage three of the service contract.

5.3 MENU: OPTIONS FOR IMPLEMENTATION

A totally different approach for the target setting of GPP is to look at the implementation. From the questionnaire as well as from the tender documents analysis it appeared to be simple and useful to distinguish from type of organisation and product group. In other words independent of the country, types of organisations show common themes in terms of GPP, in terms of product groups and in terms of best practice. For example hospitals all over Europe buying cleaning services.

Therefore it is recommended to consider the implementation of GPP along two lines: 1) per type of organisation and 2) per product group.

5.3.1 Implementation per type of organisation

Implementing an issue on national scale often stumbles over the number of organisations and people to reach. Furthermore, messages and support will have to be so general that large groups do not feel addressed. These barriers can be overcome by implementing per type of organisation, thus keeping focus and really helping organisation to a higher GPP level.

5.3.2 Implementation by product group

To enable even more control, implementing GPP per product group can also be considered. The advantage is that experience from all over Europe can be engaged in the form of best practice, national eco-labels, functional specifications etc. The positive effects of economy of scale can be applied. This combination of knowledge and economy will most certainly stimulate environmental technologies (ET).

5.4 MENU: OPTIONS FOR TOOLS

The approach of GPP in the Green-7 in the past years has been beneficial due to the development and application of a number of tools. On the basis of the responses to the questionnaire, the following tools should be considered as possible options for inclusion in the national actions plans for GPP:

- A website as knowledge base for ‘green’ specifications and criteria. The results from the questionnaire also indicate that in principle only websites in

the national language are being used. Such websites should be linked to an overall EU website on GPP.

- Standard green procurement policies to be included in each purchasing process, whether European (above thresholds) or national.
- ‘Green-books’ or toolboxes to support the integration of GPP in the procurement process of an organisation. Such a toolbox would comprise sections for policy makers, for (financial and other) management, for purchasing officers and for environmental specialists of public bodies.
- EMS (Environmental Management System). An EMS (like ISO 14001 or EMAS) has a double role in GPP.
 - Purchasing organisations can –in appropriate cases– require specific environmental management measures for public works contracts or services contracts. Vendors can use EMS as a proof of fulfilling these environmental management measures.
 - From the point of view of the purchasing public body, implementing an EMS as an internal tool will certainly stimulate the process of GPP. Purchasing anything in an organisation with an EMS results in the internal discussion and specification for the best alternative in environmental terms.

5.5 TARGETS IN FIGURES

As the national statuses differ considerably, and countries set up their national action plans independently, it will only be feasible to set aspirational targets at the European level. Each country can then fill in due dates according to its own aspirations within the European framework. However for certain menu options European targets may be possible. By way of example, following aspirational European targets for the first GPP years could be suggested:

Initialising GPP, with overall European aspirational targets

#	Description	Start Year	Year +1	Year +2
1	Include GPP policy as standard in purchase process	30% of public bodies	50% of public bodies	70% of public bodies
2	Develop training program for purchasing officers	15 Member States	25 Member States	
3	Identify & translate good and best practice and prepare for national dissemination	12 product groups	20 product groups	all product groups
4	Create and implement national websites and communication plans containing the info from 1 ,2 end 3.	15 Member States	25 Member States	

Co-operation of the Member States on the issue of a knowledge base is a logical European target. All Member States might contribute as best practice is available in all Member States.

Co-operational targets

#	Description	Start Year	Year +1	Year +2
5	Identify and translate the Light Green level criteria for 12 product groups. Prepare for national dissemination	Green-7	15 Member States	25 Member States
6	Identify and translate the Solid Green level criteria for 12 product groups. Prepare for national dissemination	Green-7	12 Member States	17 Member States
7	Identify and translate the Solid Green level criteria for all product groups. Prepare for national dissemination	3 Member States	Green-7	12 Member States

National targets derived form European aspirational targets

#	Description	Start Year	Year +1	Year +2
8	Include the Light Green level criteria in tenders of the 12 product groups	35% of the tenders	45% of the tenders	60% of the tenders
9	Include the Solid Green level criteria in tenders of the 12 product groups	-	15% of the tenders	25% of the tenders
10	Include the Solid Green level criteria in tenders of the all product groups	-	10% of the tenders	15% of the tenders

NB: The % targets of options # 8, 9, and 10 are not cumulative, but overlapping, so they should be measured as individual targets, or they should be corrected for the overlap. (i.e.: if a country has 20% of all tenders ‘solid green’, then it obviously has more than 20% of 12 product groups Solid green’.)

NB: all figures and percentages in the above tables are a suggestion and an example and should in no way be considered as a recommendation or a discussion base.

For each country this approach of targets combined with an implementation mode (per type of organisation and/or per type of product as mentioned in section 5.3) could result in a table of the following structure: (see next page)

Aspirational national action plan country 'X':

Description	Ministries	Municipalities	Hospitals	Etc.
Include GPP policy as standard in purchase process	Mid 2006	End 2007	End 2006	
Develop training program for purchasing officers	End 2006	Mid 2008	End 2006	
Identify & translate good and best practice and prepare for national dissemination	Activities might be done by kind of 'National GPP Body'			
Identify and translate the Light Green level criteria for 12 product groups. Prepare for national dissemination				
Create and implement national websites and communication plans containing the info from 1 ,2 end 3.				
Include the Light Green level criteria in tenders of the 12 product groups	30% in 2007 50% in 2008	20% in 2008	40% in 2007 80% in 2008	

6 CONCLUSIONS AND ROAD AHEAD

Bringing all results and considerations of the measurements (including the definitions of GPP and ET) together, following three lines of approach are recommended for national and European action plans for GPP.

- **Information:** Purchasing bodies should have easy access to the right information for greening.
- **Communication:** Public purchasing bodies should participate in several networks of communication to help increase their GPP performance.
- **Motivation:** Public procurement bodies need to be motivated towards GPP by their management as well as by policies.

To make these three lines concrete and tangible, it is recommended to select **Targets & Tools** from the palette as described in chapter 5 and to complete this with **Benchmarking**. The following recommendations seek to exploit fully the possibilities for GPP within the current EU regulations and directives.

6.1 INFORMATION

Purchasers indicate in the questionnaire that they don't have the proper information at their disposal to increase their level of GPP.

- The extra cost of green products is seen as the most important obstacle in some countries. This is partly due to (mis)perception of the purchaser and thus to a lack of information.
- Lack of information about green criteria for products is mentioned as the second most important obstacle in the questionnaire.
- Furthermore eco-labels are an important source for information, but they are often only applied on a national level (i.e. Blaue Engel applied in Germany).

An important step forward would be the creation of (linked) National and European GPP knowledge bases, naturally in the form of websites.

These websites should contain -or link to- all important information (green criteria, specifications, best practice, eco-labels) on products and procurement procedures (buying green book, legal information, EU procurement regulations). The maintenance of the European website could easily be distributed over a number of Member States.

The EC obviously could have a role in terms of coordinating and enabling this knowledge base. The TED database, specifically with the option to have electronic access to the full tender documents, may be linked to this knowledge database.

6.2 COMMUNICATION

The measurements have disclosed a significant difference between the theory and the practice of 'green' purchasing; knowledge is available in a number of countries (particularly in the Green-7), but it is not always applied everywhere; 'knowing green' versus 'doing green'.

- In the questionnaire 67% of the respondents indicate that they take the environment into consideration while purchasing. This demonstrates that the concept of GPP is widespread. However the analysis of tender documents shows that only 37% are actually 'light or solid' green.
- For all 15 product groups, as mentioned in the questionnaire, possible best practices have been identified in the tender documents. All these documents are freely available, yet they are not exchanged or used generally.
- The internet is being perceived as the most important source (17% of respondents). Several national GPP websites exist, so a lot of information is already available.
- Approximately 25 % of respondents indicated that lack of training is an important obstacle; they want to know more about how to use the information.

Creating communication networks that disseminate practical advice and case studies would be the tool to bridge this gap between theory and practice.

We recommend exploring several communication channels in the national action plans.

Depending the culture and the habits per country these channels may vary. Promising channels are GPP Networks, GPP training and the Internet:

- Several GPP networks are possible: Between GPP coordinators in each Member State; between countries with a high GPP level and a low GPP level; within countries between the GPP coordinator and national organisations to distribute national policies, etc. Examples of possible networks are shown in annex 9.

- GPP can and should be integrated in training programs for procurement officers. Training cuts both ways: GPP knowledge will be increased and policies can be communicated. GPP training is also the most appropriate starting point to initiate and encourage the use of functional specifications for products. This is one of the keys to stimulate ET (environmental technologies).
- The Internet can -next to being a knowledge base- also be used as very important communications tool. As indicated above a European GPP knowledge base on the internet is needed to have access to the information, but at the same time this website can contain news, new 'green' products, opinions by experts and leaders etc.

6.3 MOTIVATION

Managerial support and political support have been mentioned as the third most important obstacle for GPP by more than 33% of respondents. This concern is equally distributed over all 25 Member States.

GPP deserves strong national support in each Member State.

National support should be political as well as managerial. Political statements and high profile support from the government is needed, followed by -and particularly 'translated' into- policy statements of ministries, regional and local authorities. Management support for purchasing officers is vital to ensure the transformation from policies to practical management statements for the 'work floor'. An internal EMS certainly contributes to this management support. The political statements as well as the management statements should be made available to vendors / the market in order to back-up the purchasing officer in his market contacts and negotiations.

6.4 BENCHMARKING

In chapter 5 options for targets were listed, tools and implementations for national and European action plans. Member States can choose from these options independently.

On top of this choice of options, benchmarking -both nationally and on the European level- will be a strong tool to measure and help steering action plans, thus increasing the levels of GPP.

The benchmarking methodology should be developed as a European approach in order to be able to compare results at the end. The methodology can be determined after the Member States have decided what targets they will adopt in the national action plans (see chapter 5).

On the basis of the experience of the study it is recommended to use tool 1 (tender document analysis) as benchmark methodology.

- A questionnaire, even web-based, is a very time consuming and thus expensive method, that is easily disturbed by politically correct answers.
- The tender document analysis used in this study can be reproduced (it was done before in FI and NL) and could even be partly automated (collection, scanning).
- Tender document analysis might cover more than 80% of all public procurement in terms of cost, although this has to be verified.
- Looking at the available total numbers of purchases, purchasing bodies and countries the most feasible benchmarks are:
 - o Compare types of organisations nationally and also cross-border (all their purchases, not feasible per product group)
 - o Compare product groups for all types of organisation.
- A questionnaire might be a useful tool under certain circumstances:
 - o For national use, when local situations, habits and culture are well known to the researchers.
 - o The questionnaire established for this study has been translated into all EU languages and could therefore be useful for reasons of future benchmarking exercises carried out by individual Member States.
 - o If purchase process related issues are to be investigated
 - o If an address database is available with concrete persons in order to gain sufficient response.
- In order to obtain objective European average figures, the EU is recommended to carry out an annual measurement. This would be the yardstick for the national measurements. The yardstick might probably comprise:
 - o GPP levels of 'light green' and 'solid green' in all Member States: thus also an average for all MS.
 - o GPP levels per product group for most frequently purchased products, like the top 12 (and eventually all products groups).

7 WORKSHOP AND EVENT RESULTS

This chapter presents the results of the event on EU Green Public Procurement, organised on the 27th and 28th of October 2005 by the UK Department for Environment, Food and Rural Affairs (Defra) under the UK presidency of the European Union. At this event representatives from the Member States and other stakeholders were present. The event consisted of:

- A number of public bodies and organisations presenting examples of the practice of GPP.
- Presentations from the European Commission.
- The Take-5 Consortium presented the results of the study and the conclusions and recommendations for the future.

Detailed notes of the presentations and the discussions are included in annex 10.

7.1 GENERAL FINDINGS

General findings resulting from the discussions in connection to the various presentations and the report are the following:

- All in all, the participants in the conference showed a very positive interest in GPP, whilst also acknowledging the need for improvement of the situation in all Member States.
- National guidelines and action plans have a positive influence on the practice of GPP, as can be seen from the results of the Green-7 where strategies are developed and implemented.
- Both measurement tools (questionnaire and tender documents analysis) have their weaknesses for measuring GPP; whilst the analysis of tender documents is to be preferred as it is the most objective method, it still does not allow to measure the actual outcomes of the green procurement procedure: it has not been possible as part of this study to check whether the products or services actually purchased were compliant with the “green” specifications mentioned in the tender documents (specifications, selection or award criteria or contract clauses).
- The report was very well received as a good basis for future policies and action plans for GPP in the Member states; such actions may of course vary

according to the political/legal background and organisation of the different Member States

- The report may give a too positive view of the level of GPP in the EU. This is due to the risk of biased answers in the questionnaire (e.g. politically correct answers or replies to questionnaire coming predominantly from purchasing authorities who have already an interest in or are applying GPP to some extent) and to the fact that in general the clear criteria we found were not many and could still have been “greener”.
- The EU has a particular role to play in GPP and should provide coherent and easily accessible information, possibly establish an award scheme, enable networking and exchange of good practices, gather evidence on environmental and economic benefits of GPP, hold regular benchmarking exercises on the basis of tender analysis and involve the supply side.

It was highlighted that these points of discussion should be taken into account in future assessments of GPP at the level of the EU, in Member States and at organisational level.

7.2 WORKING GROUP RESULTS

In four parallel working groups the recommendations which are described in chapter 6 were discussed. In chapter 6 four lines of approach for the national and European action plans for GPP were recommended. These are (1) information, (2) communication, (3) motivation and (4) benchmarking. For the purpose of the workshop the first two were merged and benchmarking has been given the more general term ‘measurement’. For each topic the following questions were used as a guideline for the discussions:

1. Information and Communication

- What kind of information do purchasers need? How is this best communicated?
- What kind of information is necessary for a website on GPP?
- How can countries exchange information on GPP?
- How can action at a European level support communication of GPP best practices?
- How can eco-labels and eco-label criteria support the dissemination of information? Which eco-labels to use (national, multinational, European)?

2. Motivation

- How can the management of an organisation motivate greener public procurement?
- How can governments stimulate greener public procurement? Are there 'best practices' on (political) support for GPP?
- What action at a European level can stimulate GPP?
- Are there other motivators than environmental concern?

3. Measurement

- What can be indicators of the GPP performance of organisations and MS?
- How can GPP activities be monitored and benchmarked at a national and at a European level?

The outcomes in the four discussion groups were mutually in line and supported each other. The main results are presented in the next paragraphs.

7.2.1 Information & communication - results

Information and communication are connected. Information can be seen as a knowledge database. Communication is the carrier of the information. Several methods of communication should be exploited in parallel.

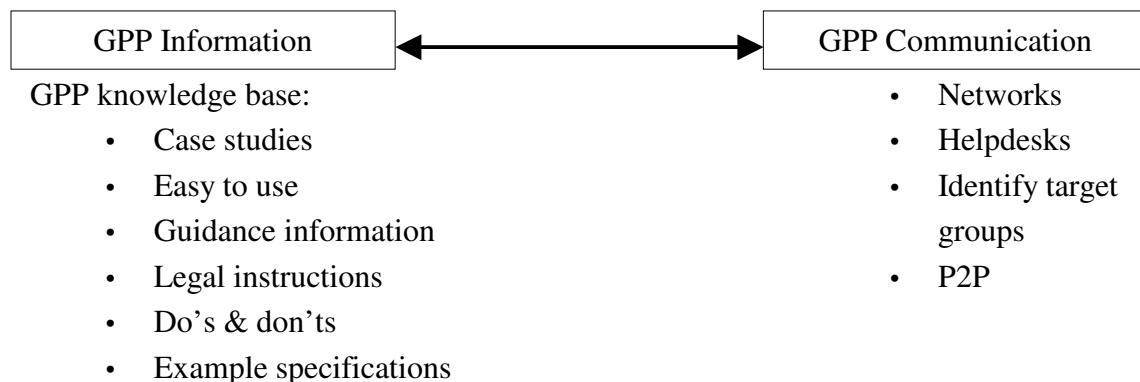
The following information was highlighted as valuable ensure the practice of GPP; this information is best presented on European and also national websites:

- Best practices, do's & don'ts (although 'bad' practices might be discouraging)
- Example specifications, tender documentations, clauses used, contract conditions
- Information on benefits (economic and environmental)
- Information on risks
- Practical case studies
- Information on costs
- Information on eco-labels (type I, II and III)
- Information for decision makers (feedback)
- EU websites with main information in 19 languages
- EU level website summarizing what exists at national level
- Putting specifications on the website is only half the job: legal instructions are also necessary.

The following points concerning methods of communication were discussed:

- It should be taken into account for whom the information is produced, which target groups? The information should be differentiated, tailor-made information is necessary for different kinds of organisations.
- Exchange information in practical networks, face-to-face meetings. Example: in Denmark a panel exists for public and private procurement. There are several good experiences, but unfortunately there are not many suppliers represented on the panel.
- Purchasing managers are a difficult group to identify in large organisations and thus they are difficult to reach. There are several (national) websites for purchasers, but who are the purchasers? The UK website for instance is loaded with quick wins which are unknown by a huge number of people. It is important that purchasers are aware of where they can obtain information. The public sector should try to learn from multinationals, they are big, but very efficient in their procurement.
- The market should be informed about the goals concerning GPP in the public sector in the coming years.

In summary the tools information and communication are presented in diagram form:

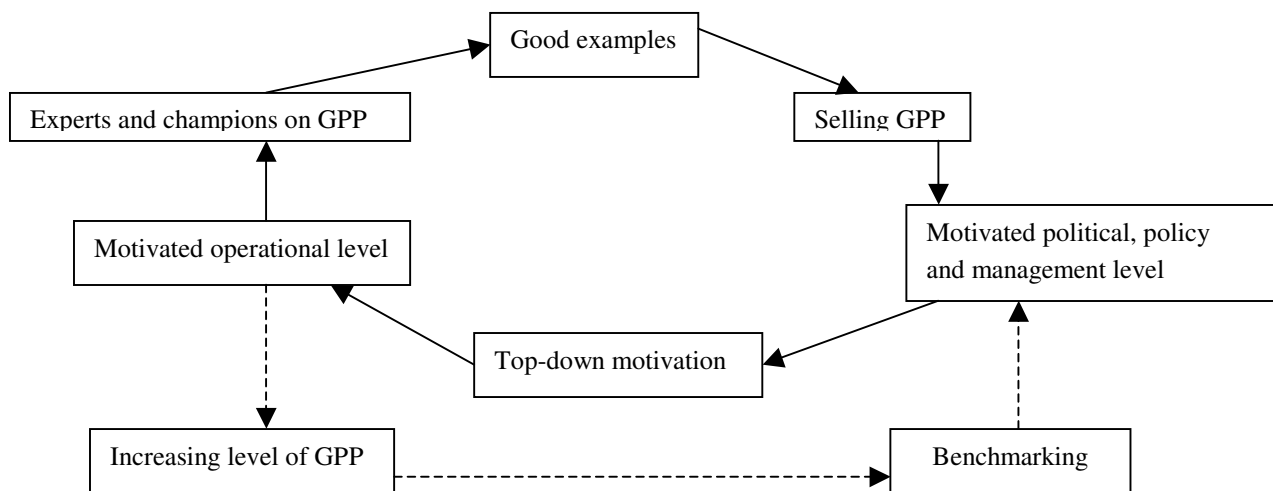


7.2.2 Motivation - results

The main results of the discussions are described in this paragraph. Motivation for GPP is a process and cannot be initiated at one single point, but is a factor in a repeating, cyclical process:

- GPP experts and GPP champions in organizations create internal motivation and they can make good examples.
- These examples are to be sold to political, policy and management levels thus demonstrating the feasibility of GPP. These three levels will then adopt GPP on a small scale as they can score with the concept
- Top down motivation and stimulation is then born and can be handed over, may be just for a small group of products, to operational levels in an organization.
- The GPP experts and champions, belonging to the operational levels, will now have the freedom and space to expand on the good examples and then the cycle is completed for round 1.
- At a certain point in time this process will lead to measurable results and then the process of benchmarking can be added to the cycle. Benchmarking will increase the speed of the cycles as the GPP score of organizations is becoming clear and even sometimes public. This will cause extra top-down pressure from the political levels.

This process is summarised in the following figure:



Motivators in this process are:

- Political commitment at the national level: parliamentary commitment and reporting to the parliament will lead to a structured national policy and action

plan. For example the parliamentary commitment and goals for GPP exist in the Netherlands. This way the commitment of organisations can become bigger.

- Commitment at organisational and national level: introduce minimal formal requirements for joining a GPP network, for example on the condition that the applying organisation has an official policy on GPP.
- Benchmarking: can also be a motivator when organisations are scoring high or low. When organisations score high they can feel proud of their work, when they score low they want to improve their performance.
- The dissemination of best practises: Case studies and information of what is possible is seen as a motivator for those organisations yet to start on GPP.
- Efficient purchasing: GPP is related to efficient and professional purchasing. When financial benefits are achieved it can be easier to fit in environmental criteria. This is also linked to the management of risks that are perceived in public procurement.
- EU Directives: The new directives give more possibilities for GPP and should be explained well, because purchasers are not always willing to take risks. Also national guidelines can be stimulating.
- Awareness of the influence/impact procurement officers have with tax payers' money. Procurement staff should feel valued and aware that they are in the valued position of managing tax payers money and therefore they should look at GPP. In relation to this the evidence of the added value of GPP is important.
- Involve suppliers: give feedback about why they have won or lost a contract. The public sector should also be clear about their goals and inform the market. On the other hand, the public sector should gain market information about what is possible in relation to GPP.
- Life Cycle Costing: it is necessary to convince public authorities to include as an award criterion the life cycle cost of the products (purchase price, costs during use phase and costs for disposal). In many cases, "green" products are less expensive than "neutral" products if the life cycle cost is taken into account (for example because of lower costs for maintenance and longer life duration of the product). However, because their purchase price might be higher, budgetary authorities within the relevant organisation might be reluctant to buy them, which can be demotivating.

- Financial benefits: but not necessarily direct money (e.g. when a tender for cleaning services makes use of unemployed people the financial benefit is somewhere else).
- Innovation policy: GPP should be linked to innovation policies; it could for example benefit from innovation funds available to industry/suppliers (see the example of the Netherlands).
- Feedback and recognition for achievements: Inform about the environmental improvements achieved and also other types of feedback and recognition (award schemes for example).

Demotivating factors are:

- Lack of support: in Denmark there used to be several conferences on GPP but these conferences always had difficulties to get participants. It seemed better to fit GPP into other subjects (general public procurement or EMS).
- Who gets the benefits of lower costs for PP? There should be an incentive for the successful organisation to use the “saved” money for some other (sustainable) project. On the contrary, if, as a result of the GPP process and the money saved herein, the budget would be cut, because obviously one can perform more efficient/cheaper, this would not be an incentive.

7.2.3 Measurement - results

The main results of the discussions were:

The used method in this study:

- The tender documents analysis is good. The analysis of award decisions, however, has not been made (because this was not part of the contract). Such analysis might be more difficult to perform, but could be very interesting too in terms of actual “green” outcomes of the GPP process.
- It would be preferable to analyse also tenders below threshold should be analysed (this is possible in some countries as they are advertised on a website).

Future assessments:

- An EU wide assessment should fit in or be accomplished parallel to running national measurements without inefficiency or mutual influencing.
- An assessment of the market, the vendors/suppliers, could also be considered.
- Measurement can and should be used to stimulate (public) opinions; they can be used in a political way.

ANNEX 1: THE TAKE-5 CONSORTIUM

The Consortium Take-5 consists of five organisations spread over Europe: SYKE is based in Finland, CES in Hungary, Macroscopio in Italy, Global to Local in England and Virage, the leader of the Consortium, is located in the Netherlands.

Virage is active in GPP since 1998, when Virage set up and started the national coordinating GPP body. Virage published environmental specifications, published information through newsletters, websites, and developed tools in a step-by-step approach to make GPP easy to apply. In 2003 the national GPP programme was handed over to a government agency. Virage carries out various assignments for this agency and still gives workshops to purchasers. Virage has many contacts in the Dutch and the international field of public purchasers.

SYKE, the Finnish Environment Institute, is Finland's national centre for environmental research and development. SYKE's research focuses on changes in the environment and seeks ways to control these changes. SYKE compiles, processes and publicises a wide range of environmental data, while meeting Finland's reporting obligations related to EU environmental legislation and other international agreements. SYKE's expertise is based on long-term environmental monitoring and wide-ranging research results.

Global to Local is located in the UK and has extensive experience in many aspects of sustainable procurement. Especially cultural change issues such as strengthening commitment, reducing perceived and real barriers and providing the necessary tools to make a move towards more sustainable procurement more manageable. They have been working in many projects, including the LEAP project and Procura⁺.

Macroscopio is an Italian consultancy company in the field of environment, which proposes strategy for sustainability to private companies, public administration and authorities. Its mission is to promote the culture of sustainability in management and government.

Macroscopio has an important experience in most environmental issues, in particular regarding product policies and strategies, including sustainability management in goods and services purchasing (*Green Procurement*); the definition and development of Integrated Products Policies (IPP); the development and application of assessment methodologies (for ex. *Life Cycle Assessment*); environmental labelling (*Ecolabel*, *Environmental Product Declarations*).

CES, the Center for Environmental Studies, was founded in 1993 as an independent non-profit organization. Its mission is to serve as a catalytic institution for the environmentally sustainable restructuring of Hungary. CES focuses on public policy research, education and advocacy related to environmental policy and sustainable development. It seeks to assist the national government, regional and local governments, the business sector, and non-governmental organizations. CES has executed research projects on for example GPP in Central Europe.

ANNEX 2: PRODUCT GROUPS

Product groups included in the analysis are given in the table below.

Tender documents with several CPV-codes are classified in the most relevant product group.

	CPV-code and product group	Short name
1.	0200 Forestry and logging products 2000 Wood, wood products, cork products, basketware and wickerwork	Forestry and wood products
2.	0100 Agricultural, horticultural, hunting and related products 1500 Food products and beverages 5500 Hotel and restaurant services	Food products and beverages, catering
3.	1700 Textiles and textile articles 1800 Clothing and accessories 1900 Leather, leather products and footwear	Clothing and textile
4.	2100 Various types of pulp, paper and paper products 2200 Various types of printed matter and articles for printing 7800 Printing, publishing and related services	Paper, printed matter, printing services
5.	2300 Petroleum products and fuels	Petroleum products and fuels
6.	3000 Office and computing machinery, equipment and supplies	Office machinery
7.	2900 Machinery, equipment, appliances, apparatus and associated products 3100 Electrical machinery, apparatus, equipment and consumables 3200 Radio, television, communication, telecommunication and related equipment and apparatus	(Electrical) machinery and communication equipment
8.	3300 Medical and laboratory devices, optical and precision devices, watches and clocks, pharmaceuticals and related medical consumables	Medical devices
9.	3400 Motor vehicles, trailers and vehicle parts 3500 Transport equipment	Transport equipment
10.	3600 Manufactured goods, furniture, handicrafts, special-purpose products and associated consumables	Furniture and other manufactured goods
11.	2800 Fabricated products and materials (Cable, wire and related products, construction materials)	Fabricated products and materials
12.	4000 Electricity, gas, nuclear energy and fuels, steam, hot water and other sources of energy	Energy
13.	4500 Construction work	Construction work
14.	6000 Land transport services and transport via pipeline services 6100 Water transport services 6200 Air transport services 6400 Postal and telecommunications services	Transport and communication services

	6300 Supporting and auxiliary transport services; travel agencies services	
15.	7000 Real estate services	Real estate services*
16.	7200 Computer and related services	Computer and related services
17.	7420 Architectural, engineering, construction and related technical consultancy services 5000 Repair, maintenance and installation services	Architectural, engineering, construction, installation and related technical consultancy services
18.	7470 Cleaning services	Cleaning services
19.	7730 Horticultural services	Horticultural services
20.	8000 Education services 8500 Health and social work services 9200 Recreational, cultural and sporting services	Education, health and recreational services*
21.	9010 Sewage- and refuse-disposal services, sanitation and environmental services 9020 Sewage and refuse collection and disposal services 9030 Cleaning and sanitation services in urban or rural areas, and related services Environmental and ecological services	Sewage- and refuse-disposal services, sanitation and environmental services*
22.	2400 Chemicals, chemical products and man-made fibres 2500 Rubber, plastic and film products	Chemical products, rubber, plastic*
23.	3700 Recovered secondary raw materials 2700 Basic metals and associated products	Raw materials, metals*
24.	6600 Financial intermediation services 6700 Services auxiliary to financial intermediation	Financial intermediation and related services*

* Not analysed in questionnaire.

Product groups excluded from the analysis:

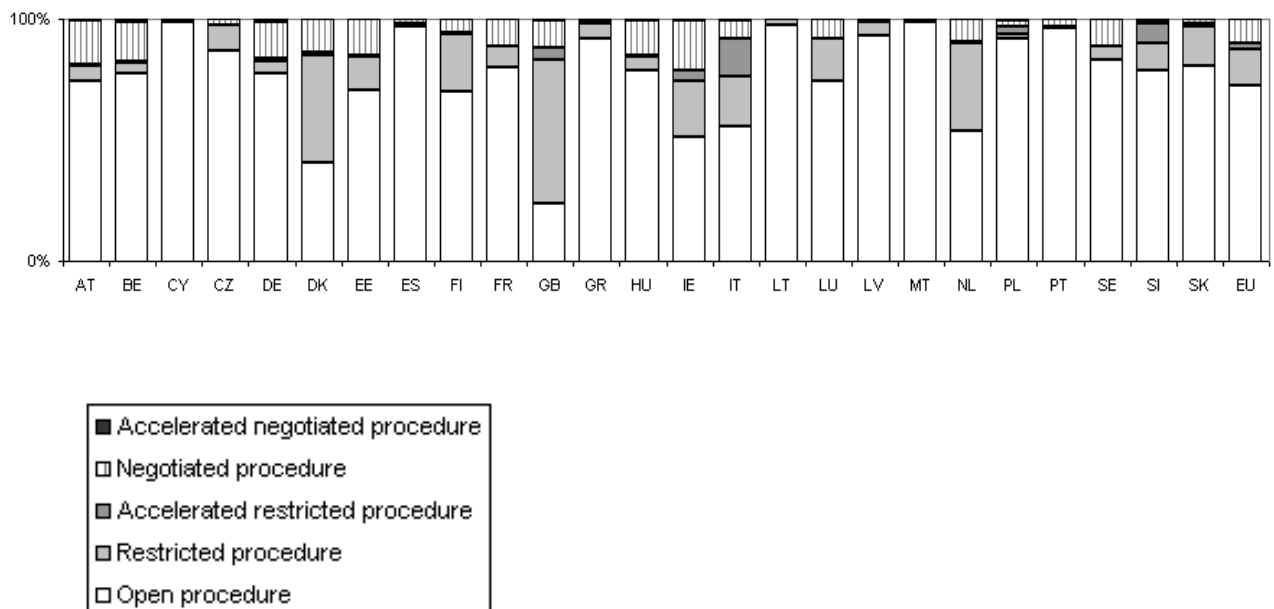
CPV	Product group
0500	Fish, fishing products and other by-products of the fishing industry
1000	Coal, lignite, peat and other coal-related products
1100	Petroleum, natural gas, oil and associated products
1200	Uranium and thorium ores
1300	Metal ores
1400	Mining, quarrying and other associated products
1600	Tobacco, tobacco goods and supplies
2600	Non-metallic mineral products
4100	Collected and purified water
5200	Retail trade services
6500	Public utilities

7300	Research and development services and related consultancy services
7500	Administration, defence and social security services
7600	Services related to the oil and gas industry
9100	Membership organisation services
9300	Miscellaneous services
9500	Private households with employed persons
9900	Services provided by extra-territorial organisations and bodies

ANNEX 3: PROCUREMENT PROCEDURES

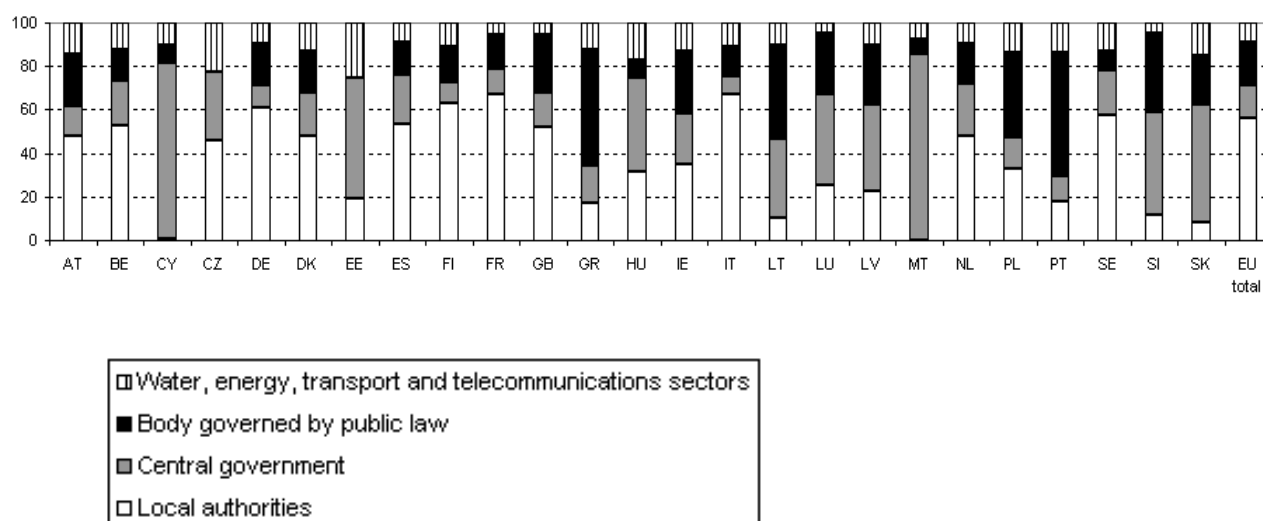
For the analysis of tender documents only tender documents issued in the framework of an open procedure have been analysed. Under such procedure, the tender documents including the technical specifications are directly available.

Under the restricted and negotiated procedures this is not the case: the technical specifications become available only after the selection of suppliers and because of the time schedule of this project this was not feasible. The figure below shows the relative use of procedures in each Member State in 2004.



ANNEX 4: TYPES OF ORGANISATIONS

One of the aims of the tender analysis and collection of tenders was to collect tenders from different types of organisations and therefore it was necessary to first identify the number of invitations to tender sent out per type of organisation in the EU. The figure below is based on the number of invitations to tender in 2004.



For the proposed analysis of 60 tenders per MS, per organisation, the following number of tenders was analysed (or proposed to be analysed):

Water, energy, transport and telecommunications sector	5
Bodies governed by public law	12
Central government	9
Local authorities	34
Total	60

Important notice: this division of organisations is not always the same in all Member States. Hospitals for instance may be called local authorities, central government or public bodies. In this project the type of organisation that is mentioned in the TED-database is used.

ANNEX 5: TEXT OF THE QUESTIONNAIRE

Green Public Procurement in Europe

This questionnaire aims to find out to what extent environmental considerations are taken into account when authorities in each of the Member States in Europe are buying goods, services or works. Green Public Procurement is: "the approach by which Public Bodies integrate environmental criteria and/or requirements into their procurement process, by seeking outcomes and solutions that have low impact on the environment considering their whole life-cycle, thus encouraging the development and spread of environmental technologies." The questionnaire comprises questions about your organisation, policy and performance and about the possible use of environmental criteria for some product groups in 2004 and this year. You have the possibility to fill in the questionnaire anonymous. If you want more information about this survey, please contact Virage (project coordinator) at +31 23 5267211 or info@gpp-europe.net

General information

In this section general data are collected on your location and position.

In which country are you located? (Compulsory)

Austria	Estonia	Hungary	Luxembourg	Slovakia
Cyprus	Finland	Ireland	Malta	Slovenia
Denmark	France	Italy	Netherlands	Spain
Belgium	Germany	Latvia	Poland	Sweden
Czech Republic	Greece	Lithuania	Portugal	United Kingdom

Which type of organisation are you working in? (Compulsory)

Local authority (e.g. municipality)

Regional government (e.g. county, region, province)

Central government

Other (semi-)public bodies governed by public law

Water, energy, transport and telecommunications sector

How many inhabitants does your municipality have? (Compulsory)

Less than 1000

1000-10.000

10.000-50.000

50.000-100.000

100.000-250.000

250.000-1.000.000

More than 1.000.000

How many inhabitants does your region/county/province have? (Compulsory)

Less than 100.000

100.000-500.000

500.000-1.000.000

1.000.000-2.500.000

More than 2.500.000

Please specify what kind of organisation you work in.

Primary school

Secondary school

Other school

University

Research institute

Hospital
Police station
Fire station
Tax office
Other, (please specify):

Please choose which government function your organisation falls under. (More than one answer possible)
(Compulsory)

General public services
Defence
Justice, public order and safety
Economic affairs
Environment
Housing and community amenities
Health
Recreation
Culture
Religion
Education and/or research
Social affairs/employment
Traffic/transport
Spatial planning
Agriculture
Watermanagement
Don't know
Other (please specify):

Which sector is your utility in?

Water sector
Energy sector
Transport sector
Telecommunications sector
Other (please specify):

Preferably you should answer this questionnaire for your whole organisation. If this is not possible, please indicate. (Compulsory)

Yes, my answers will be for my whole organisation
No, I can only answer for my department/unit

How many people are employed in your department? (Compulsory)

Less than 20
21-50
51-100
101-500
Over 500
Don't know

How many people are employed in your whole organisation? (Compulsory)

Less than 20
21-50
51-100
101-500
Over 500

Don't know

How centralised is purchasing in your organisation? (1 = not centralised at all, 5 = fully centralised) (Compulsory)

1 2 3 4 5 Don't know

Environmental criteria in purchases

Environmental criteria are, for example, criteria that promote reduced energy consumption, reduced packaging, extended life-time of products, reduced resource use and reduced environmental impact of resource use (connected to material choice and material amount in the products), recycling and re-use of products as well as waste reduction, less harmful chemicals in products and their production, less harmful emissions to air, waters and soil from products and their production, organic food production methods, etc.

When purchasing, are there environmental criteria taken into account in your organisation? (Compulsory)

Yes

No

When purchasing, how often/to which degree are environmental aspects included in procurement processes when seeking goods and services in your organisation? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

If environmental criteria are used in your organisation's procurement process, how often are products/services selected that actually meet these criteria result? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria are used in your organisation? (More than one answer possible)

The criteria set by an eco-label (e.g. EU-flower, Nordic Swan, Blaue Engel, etc.)

Increased use of renewable resources

Ecologically grown products

Reduced packaging

Environmentally friendlier transport options

Use of recycled material

Use of products with reduced energy use over life time

Reduced use of water

Reduced content of toxic/harmful chemicals

Decrease of polluting emissions

Design for re-use, dismantling and recycling

No hazardous waste over life time

Other (please specify):

Does your organisation use environmental requirements in the technical specifications (i.e. absolute/knock-out criteria)?

Nearly always (75-100%)

Often (50-75%)
Quite often (25-50%)
Sometimes (10-25%)
Very seldom or never (0-10%)
Don't know

When having environmental award criteria in purchasing, which weight will you most often give to them in the award decision? (Compulsory)

1-5%
5-10%
10-15%
15-25%
25-40%
Over 40%
Don't know

Which procurement techniques are used in the procurement process in your organisation? (More than one answer possible) (Compulsory)

Functional specifications (sometimes called: performance-based specifications): to ask for transport instead of a car. Or for 5.000 copies a day instead of a copy machine.

Life cycle cost assessments: to take into account other costs than the product itself, but also costs during its life-time, like energy use, etc.

Green contract variants: to ask suppliers to submit greener variants for the same product.

Other (please specify):

None of the above.

How often are performance based specifications or functional specifications used in the procurement process of your organisation? (Compulsory)

Nearly always (75-100%)
Often (50-75%)
Quite often (25-50%)
Sometimes (10-25%)
Very seldom or never (0-10%)
Don't know

How often are life cycle cost assessments used in the procurement process of your organisation? (Compulsory)

Nearly always (75-100%)
Often (50-75%)
Quite often (25-50%)
Sometimes (10-25%)
Very seldom or never (0-10%)
Don't know

How often are green contract variants used in the procurement process of your organisation? (Compulsory)

Nearly always (75-100%)
Often (50-75%)
Quite often (25-50%)
Sometimes (10-25%)
Very seldom or never (0-10%)
Don't know

Environmental criteria in specific product groups

Please estimate how often purchases in 2004 and 2005 contained environmental criteria and/or requirements in the following product groups:

Did your organisation purchase products or services concerning CATERING, FOOD PRODUCTS AND BEVERAGES (CPV-code 1500, 5500) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your purchase of products/services concerning CATERING, FOOD PRODUCTS AND BEVERAGES (CPV-code 1500, 5500)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which criteria were used when purchasing CATERING, FOOD PRODUCTS AND BEVERAGES in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning GMO (genetically modified organisms)

Criteria/requirements concerning fruit/vegetables from the season

Criteria/requirements concerning biological/organic agriculture

Criteria/requirements that the product meets criteria of an ecolabel such as European Ecolabel or other

Other (please specify):

Did your organisation purchase products or services concerning TEXTILES, CLOTHING AND FOOTWEAR (CPV-code 1700, 1800, 1900) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning TEXTILES, CLOTHING AND FOOTWEAR (CPV-code 1700, 1800, 1900)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing TEXTILES, CLOTHING AND FOOTWEAR in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning hazardous contents

Criteria/requirements concerning organic growth of cotton

Criteria/requirements concerning packaging

Criteria/requirements concerning recycling

Criteria/requirements that the product meets criteria of an ecolabel such as European Ecolabel or other

Other (please specify):

Did your organisation purchase products or services concerning WOOD OR WOOD PRODUCTS (CPV-code

2000) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning WOOD OR WOOD PRODUCTS (CPV-code 2000)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which criteria were used when purchasing WOOD OR WOOD PRODUCTS (CPV-code 2000)? (More than one answer possible)

Criteria concerning legally logged forests

Criteria concerning certified sustainable forests

Criteria concerning exclusion of certain origins

Other (please specify):

Did your organisation purchase products or services concerning PAPER, PRINTED MATTER, PRINTING, PUBLISHING AND RELATED SERVICES (CPV-code 2100, 2200, 7800) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning PAPER, PRINTED MATTER, PRINTING, PUBLISHING AND RELATED SERVICES (CPV-code 2100, 2200, 7800)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which criteria were used when purchasing products or services concerning PAPER, PRINTED MATTER, PRINTING, PUBLISHING AND RELATED SERVICES (CPV-code 2100, 2200, 7800) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning recycled content of paper

Criteria/requirements that paper is not bleached

Criteria/requirements concerning forest management, for example FSC certified

Criteria/requirements concerning production process (emission of harmful matter)

Criteria/requirements that paper meet requirements of an ecolabel such as Nordic Swan, European Ecolabel, Blaue Engel, etc.

Other (please specify):

Did your organisation purchase products or services concerning MOTOR VEHICLES, TRAILERS, VEHICLE PARTS, TRANSPORT EQUIPMENT, OR LAND, WATER AND AIR TRANSPORT SERVICES (CPV-code 3400, 3500, 6000, 6100, 6200) in 2004 or the first half of 2005? (Compulsory)

Yes
No
Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning MOTOR VEHICLES, TRAILERS, VEHICLE PARTS, TRANSPORT EQUIPMENT, OR LAND, WATER AND AIR TRANSPORT SERVICES (CPV-code 3400, 3500, 6000, 6100, 6200)? (Compulsory)

Nearly always (75-100%)
Often (50-75%)
Quite often (25-50%)
Sometimes (10-25%)
Very seldom or never (0-10%)
Don't know

Which environmental criteria were used when purchasing products or services concerning MOTOR VEHICLES, TRAILERS, VEHICLE PARTS, TRANSPORT EQUIPMENT, OR LAND, WATER AND AIR TRANSPORT SERVICES (CPV-code 3400, 3500, 6000, 6100, 6200) in 2004 or the first half of 2005? (More than one answer possible)

Vehicles run on natural gas (LPG, CNG)
Vehicles run on biodiesel
Vehicles run on fuel with ethanol/methanol
Vehicles meet the Euro V emission standard
Criteria/requirements concerning the energy efficiency of the vehicles
Other (please specify):

Did your organisation purchase products or services concerning FUELS OR PETROLEUM PRODUCTS (CPV-code 2300) in 2004 or the first half of 2005? (Compulsory)

Yes
No
Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning FUELS OR PETROLEUM PRODUCTS (CPV-code 2300)? (Compulsory)

Nearly always (75-100%)
Often (50-75%)
Quite often (25-50%)
Sometimes (10-25%)
Very seldom or never (0-10%)
Don't know

Which criteria were used when purchasing products or services concerning FUELS OR PETROLEUM PRODUCTS (CPV-code 2300) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning the contents of the fuel
Criteria/requirements concerning the use of renewable resources
Criteria/requirements regarding the use of biofuels.
Other (please specify):

Did your organisation purchase products or services concerning OFFICE MACHINERY, SUCH AS COMPUTERS, PRINTERS, COPIERS, ETC. AND SUPPLIES (TONER CARTRIDGES, ETC.) (CPV-code 3000) in 2004 or the first half of 2005? (Compulsory)

Yes
No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products or services concerning OFFICE MACHINERY, SUCH AS COMPUTERS, PRINTERS, COPIERS, ETC. AND SUPPLIES (TONER CARTRIDGES, ETC.) (CPV-code 3000)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning OFFICE MACHINERY, SUCH AS COMPUTERS, PRINTERS, COPIERS, ETC. AND SUPPLIES (TONER CARTRIDGES, ETC.) (CPV-code 3000) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning energy use and energy saving options

Criteria/requirements concerning environmental harmful matter

Criteria/requirements concerning packaging

Criteria/requirements concerning 'taking back', re-use and recycling

Criteria/requirements that these products fulfil requirements of an ecolabel such as Energy Star, GEEA energy label, TCO, Ecolabel, Blaue Engel, etc.

Other (please specify):

Did your organisation purchase products or services concerning RADIO, TELEVISION, COMMUNICATION, TELECOMMUNICATION AND RELATED EQUIPMENT AND APPARATUS OR POSTAL SERVICES (CPV-code 3200, 6400) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products or services concerning RADIO, TELEVISION, COMMUNICATION, TELECOMMUNICATION AND RELATED EQUIPMENT AND APPARATUS OR POSTAL SERVICES (CPV-code 3200, 6400)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning RADIO, TELEVISION, COMMUNICATION, TELECOMMUNICATION AND RELATED EQUIPMENT AND APPARATUS OR POSTAL SERVICES (CPV-code 3200, 6400) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning energy use and energy saving options

Criteria/requirements concerning packaging

Criteria/requirements concerning environmental harmful matter

Criteria/requirements concerning 'taking back', re-use and recycling

Other (please specify):

Did your organisation purchase products or services concerning (ELECTRICAL) MACHINERY, EQUIPMENT, APPLIANCES, APPARATUS AND ASSOCIATED PRODUCTS (E.G. COFFEE MACHINES, LIGHTING,

HEATING, AIRCONDITIONING) (CPV-code 2900, 3100) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase products or services concerning (ELECTRICAL) MACHINERY, EQUIPMENT, APPLIANCES, APPARATUS AND ASSOCIATED PRODUCTS (E.G. COFFEE MACHINES, LIGHTING, HEATING, AIRCONDITIONING) (CPV-code 2900, 3100)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning (ELECTRICAL) MACHINERY, EQUIPMENT, APPLIANCES, APPARATUS AND ASSOCIATED PRODUCTS (E.G. COFFEE MACHINES, LIGHTING, HEATING, AIRCONDITIONING) (CPV-code 2900, 3100) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning energy use and energy saving options

Criteria/requirements concerning packaging

Criteria/requirements concerning environmental harmful matter

Criteria/requirements concerning 'taking back', re-use and recycling

Other (please specify):

Did your organisation purchase products or services concerning MEDICAL AND LABORATORY DEVICES, OPTICAL AND PRECISION DEVICES, WATCHES AND CLOCKS, PHARMACEUTICALS AND RELATED MEDICAL CONSUMABLES (CPV-code 3300) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning MEDICAL AND LABORATORY DEVICES, OPTICAL AND PRECISION DEVICES, WATCHES AND CLOCKS, PHARMACEUTICALS AND RELATED MEDICAL CONSUMABLES (CPV-code 3300)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning MEDICAL AND LABORATORY DEVICES, OPTICAL AND PRECISION DEVICES, WATCHES AND CLOCKS, PHARMACEUTICALS AND RELATED MEDICAL CONSUMABLES (CPV-code 3300) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning energy use and energy saving options

Criteria/requirements concerning packaging

Criteria/requirements concerning environmental harmful matter

Criteria/requirements concerning 'taking back', re-use and recycling

Other (please specify):

Did your organisation purchase products or services concerning FURNITURE, MANUFACTURED GOODS, HANDICRAFTS, SPECIAL-PURPOSE PRODUCTS AND ASSOCIATED CONSUMABLES (CPV-code 3600) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products or services concerning FURNITURE, MANUFACTURED GOODS, HANDICRAFTS, SPECIAL-PURPOSE PRODUCTS AND ASSOCIATED CONSUMABLES (CPV-code 3600)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning FURNITURE, MANUFACTURED GOODS, HANDICRAFTS, SPECIAL-PURPOSE PRODUCTS AND ASSOCIATED CONSUMABLES (CPV-code 3600) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning environmental harmful matter

Criteria/requirements concerning the timber used

Criteria/requirements concerning repairability

Criteria/requirements concerning 'taking back', re-use and recycling

Criteria/requirements concerning packaging

Other (please specify):

Did your organisation purchase products or services concerning ELECTRICITY, GAS, NUCLEAR ENERGY AND FUELS, STEAM, HOT WATER AND OTHER SOURCES OF ENERGY (CPV-code 4000) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning ELECTRICITY, GAS, NUCLEAR ENERGY AND FUELS, STEAM, HOT WATER AND OTHER SOURCES OF ENERGY (CPV-code 4000)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning ELECTRICITY, GAS, NUCLEAR ENERGY AND FUELS, STEAM, HOT WATER AND OTHER SOURCES OF ENERGY (CPV-code 4000) in 2004 or the first half of 2005? (More than one answer possible)

A percentage of the energy is from renewable resources

Requirement that the electricity is produced without nuclear energy

Other (please specify):

Did your organisation purchase products or services concerning CONSTRUCTION WORK, INCLUDING BUILDING INSTALLATION WORK, REPAIR, MAINTENANCE, INSTALLATION SERVICES, ARCHITECTURAL, ENGINEERING, CONSTRUCTION AND RELATED TECHNICAL CONSULTANCY SERVICES (CPV-code 4500, 5000, 7420) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning CONSTRUCTION WORK, INCLUDING BUILDING INSTALLATION WORK, REPAIR, MAINTENANCE, INSTALLATION SERVICES, ARCHITECTURAL, ENGINEERING, CONSTRUCTION AND RELATED TECHNICAL CONSULTANCY SERVICES (CPV-code 4500, 5000, 7420)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning CONSTRUCTION WORK, INCLUDING BUILDING INSTALLATION WORK, REPAIR, MAINTENANCE, INSTALLATION SERVICES, ARCHITECTURAL, ENGINEERING, CONSTRUCTION AND RELATED TECHNICAL CONSULTANCY SERVICES (CPV-code 4500, 5000, 7420) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning energy use and energy saving options

Criteria/requirements concerning building materials from renewable resources

Criteria/requirements concerning building materials from recycled material

Criteria/requirements concerning water efficiency measures

Criteria/requirements concerning environmental product declaration or life cycle assessment

Criteria/requirements concerning the chemical contents of the materials

Criteria/requirements concerning products that fulfil ecolabel criteria

Criteria/requirements concerning environmental management measures/system

Other (please specify):

Did your organisation purchase products or services concerning CLEANING SERVICES (CPV-code 7470) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning CLEANING SERVICES (CPV-code 7470)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning CLEANING SERVICES (CPV-code 7470) in 2004 or the first half of 2005? (More than one answer possible)

Criteria concerning working methods (for example: the use of micro-fibre cloths)
Criteria/requirements concerning toxic substances in cleaning material
Other (please specify):

Did your organisation purchase products or services concerning GARDENING, HORTICULTURAL SERVICES (CPV-code 7730) in 2004 or the first half of 2005? (Compulsory)

Yes

No

Don't know

How often were environmental criteria mentioned in your organisation's purchase of products/services concerning GARDENING, HORTICULTURAL SERVICES (CPV-code 7730)? (Compulsory)

Nearly always (75-100%)

Often (50-75%)

Quite often (25-50%)

Sometimes (10-25%)

Very seldom or never (0-10%)

Don't know

Which environmental criteria were used when purchasing products or services concerning GARDENING, HORTICULTURAL SERVICES (CPV-code 7730) in 2004 or the first half of 2005? (More than one answer possible)

Criteria/requirements concerning the use of pesticides

Criteria/requirements concerning the use of vehicles

Other (please specify):

Questions on environmental policy, knowledge and information tools

These questions address the whole organisation and not just the unit/department. For example, not just the central purchasing office of a municipality, but all purchasing officers, the whole municipality.

If environmental aspects are included in purchasing, where do you get the necessary information needed to formulate the environmental criteria? (More than one answer possible) (Compulsory)

Ecolabelling schemes (i.e. EU Ecolabel, Nordic Swan, Blaue Engel, etc.)

Public information available through the internet

Own environmental department/internal environmental expertise

'Buy it Green' Handbook on Green Public Procurement (by EU Commission)

National guidelines

Own organisational guidelines

Producers/suppliers

External expertise (consultancy)

Cooperation with other organisations

Courses/seminars on environmental aspects of procurement

Other (please specify):

Which ecolabelling schemes do you use? (More than one answer possible) (Compulsory)

EU Ecolabel

Blaue Engel

Nordic Swan

National ecolabelling scheme

Other:

Does your organisation have a purchasing policy in which environmental criteria are included?

(Compulsory)

Yes

No

I don't know

Which environmental aspects are included in your purchasing policy? (More than one answer possible)
(Compulsory)

We have a purchasing policy that includes environmental aspects

We have environmental targets for the purchasing function

We report according to the targets

Our purchasing policy includes aims connected to buying less or finding alternative outcomes and solutions

I don't know

Other (please specify):

Obstacles and best practices

The following questions will be related to what obstacles there are in your organisation preventing you from more Green Procurement and also asking you for best practices, i.e. good examples from your organisations that might be of help/use to others.

Which of the following possibilities do you consider as the most important obstacles for your organisation undertaking more Green Procurement? Please tick the three most important options.

Lack of management support (including money and time), strategic focus and organisational policy strongly promoting GPP

Lack of general political support in the country, province or municipality

Lack of interest from procurement department/teams

Lack of knowledge about the environment and how to develop environmental criteria

Lack of training for public procurement officers

Lack of practical tools and information (e.g. handbooks, internet-tools)

Perception that environmentally friendlier products would be more expensive

Perception that environmentally friendlier products would not be readily available

Perception that European directives are not clear about taking into account environmental criteria

Concerns about legality of green public procurement

Do you have notable success stories/good experiences/best practices concerning Green Procurement in your organisation? (Compulsory)

If you have good examples of green procurement in your organisation, this might be of help to other procurement officers. This projects aims to spread as many best practices as possible. Please add your best practices to our database!

Yes

No

Please tell more about this good experience/best practice. What did you purchase, when, which criteria were set and what were the results?

Can we contact you on your success stories/good experiences? (Compulsory)

Yes

No

Please state your e-mail address and/or other contact details

Your personal information will solely be used for this project and will NOT be published or used for any other purpose.

Did you recently purchase any relatively new technologies, such as solar cells, hybrid cars, or other cars run on

non-fossil fuels, recycled building material, solar heat boiler, other innovative green products/services?
(Compulsory)

Yes

No

Don't know

Yes, (please elaborate):

We would like to hear more about your purchase of new technologies. If you allow us to contact you on this subject, please state your e-mail address and/or other contact details.

Additional questions

Some additional information will be useful for the project to have a complete overview of the respondent's situation.

Has (a part of) your organisation adopted an environmental management system?

Yes

No

Don't know

Which environmental management system does your organisation have?

Own developed system

ISO 14001

EMAS

Other (please specify):

Is green procurement part of your environmental management system?

Yes

No

Don't know

Contact details

We would like to know who you are and in which organisation you work. This will give us a better view on the given answers. Your contact details will only be used in this project, and for no other purpose. For more information, see the privacy statement.

Please state your name

Please state your position or job title

Please indicate what your position in your organisation is, or what the title is of the position you have.

Please state your organisation and section or department

Are you interested in the results of this study?

Yes

No

Please state your e-mail address and/or other contact details

SUBMIT

ANNEX 6: RESPONSES AND TENDERS PER COUNTRY

This annex contains details about the collection of questionnaires and tender documents.

For sending the questionnaires the TED database was used to identify addresses, together with some complementary sources. Several reminders have been sent as can be seen in the table.

MS	#	Number of addresses	Source	Failed mails	Date sent	Response
AT	1	324	TED, Austrian ministry	38	26-7, reminder: 24-8 + 15-9. Also attention in newsletter in September.	36
BE	1	278	TED	7	7-7, 19-7, reminder: 5-9	54
	2	97		10	8-8, reminder: 5-9	
	3	National eco-organisation sends out requests.		N/a	July	
	4	53		0	12-8, reminder: 5-9	
CY	1	27	TED	10	1-7 (English), 20-7 (GR)	11
	2	56			20-7	
CZ	1	112	TED, Database CES	13	22-7, 27-7, reminder: 7-9	19
	2	23		4	8-8, reminder: 7-9	
DE	1	268	TED, national procurement contact	11	26-7, reminder: 24-8 . Also attention in newsletter in September.	47
	2	114		1	9-8, reminder: 24-8	
DK	1	142	general addresses	13	20-7, reminder 9-8 + 5-9 + 19-9	42
EE	1	400	Estonian PP database	53	20-7, reminder 9-8 + 2-9 + 19-9	49
ES	1	170	TED	9	12-7, 19-7, reminder: 2-9	20
	2	136		7	8-8, reminder: 2-9	
FI	1	165	TED, database SYKE	11	15-7, reminder 9-8 + 5-9 + 20-9	53
FR	1	79	TED, ministry of environment	5	13-7, 19-7, reminder: 2-9	18
	2	77		14	19-7, reminder: 2-9	
	3	67		9	26-8	
	4	73		8	2-9	
GR	1	111	TED	17	20-7, reminder: 2-9	14
	2	105		13	29-7, reminder: 2-9	
HU	1	193	TED, database CES	15	18-7, reminder: 24-8	50
	2	36		1	22-7, reminder: 24-8	

MS	#	Number of addresses	Source	Failed mails	Date sent	Response
	3	26		2	8-8, reminder: 24-8	
IE	1	491	Ministry of Env. sends out	Unknown	13-7, reminder week 37	50
	2	80	TED	8	4-8, reminder: 15-9	
IT	1	198	TED, database	13	5-7, reminder: 29-7 + 29-8	48
	2	335	Macroscopio	27	3-8, reminder: 29-8	
LT	1	189	TED	22	8-7, reminder: 29-7	53
	2	1208	National procurement organisation	220	12-8, reminder: 21-9	
LU	1	34	TED	7	26-7, reminder: 12-8	3
LV	1	170	TED	9	11-7, reminder: 29-7 + 29-8	31
	2	91		7	12-8, reminder: 29-8	
	3	Attention in national procurement newsletter		N/a	26-8	
MT	1	Ministry of Env. sends out to about 60 addresses		Unknown	11-7, reminder 6-9	36
NL	1	266	TED, database	10	1-7, reminder: 27-7	64
	2	51	Virage	12	27-7, reminder: 24-8	
	3	Attention in e-mail newsletter from national procurement org.		N/a	27-7	
	4	109		13	9-8, reminder 16-9	
PL	1	108	TED	14	22-7, 29-7, reminder: 5-9	24
	2	44		4	8-8, reminder: 5-9	
PT	1	98	TED	10	14-7, reminder: 2-8 + 2-9	16
	2	198		35	22-7, reminder: 2-9	
SI	1	71	TED	7	27-7, reminder: 9-9	4
	2	25		4	8-8, reminder: 9-9	
SK	1	107	TED	7	26-7, reminder: 9-9	8
	2	31		5	8-8, reminder: 9-9	
SV	1	168	TED	59	12-7, reminder: 9-8 + 5-9 + 19-9	36
UK	1	955	Ministry of Env.,	124	5-7, reminder: 10-8	76
	2	568	other	121	22-7, reminder: 9-9	
		± 9000		± 900	25 MS	864

Tender documents were collected over a period of time, resulting in a random sample. Note should be taken of the fact that according to European procurement regulations, no barriers should be placed to receiving the full set of tender documents apart from a reasonable fee for administration. Yet, the consortium did not receive documents for each request. In Portugal for instance, the price of the tender documents has been a serious barrier to further investigation and in some other countries organisations were not prepared to send documents for research purposes.

Tender documents – collection and analysis

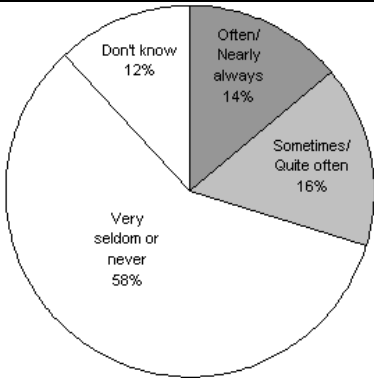
MS	Requested	Total received	Analysed	Local authorities (34)	Bodies governed by public law (12)	Central government (9)	Utilities (5)
AT	71	59	59	39	13	5	3
BE	72	53	53	27	6	20	0
CY	98	15	15	2	6	7	0
CZ	98	5	5	2	0	0	3
DE	85	65	60	32	13	10	5
DK	165	60	60	37	13	10	0
EE	49	22	22	0	6	12	0
ES	93	79	79	42	19	12	6
FI	131	104	60	34	12	9	5
FR	80	59	59	48	7	1	3
GR	164	25	25	7	12	4	2
HU	108	31	31	11	14	4	2
IE	75	55	55	14	22	19	0
IT	89	83	83	45	17	12	8
LT	90	50	50	4	22	22	2
LU	25	8	8	3	2	3	0
LV	78	42	42	2	5	33	2
MT	11	3	3	0	1	2	0
NL	76	60	60	34	13	9	4
PL	103	31	31	16	8	2	5
PT	112	5	5	1	1	3	0
SI	80	13	13	0	0	6	8
SK	88	8	8	2	5	1	0
SV	196	101	60	34	12	9	5
UK	91	63	63	27	13	10	0
	2328	1099	1009	429	230	216	58

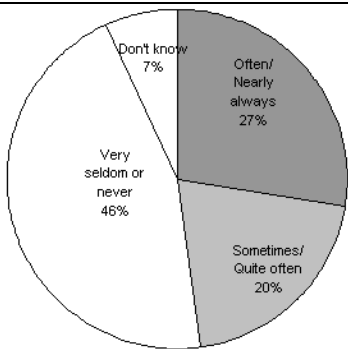
ANNEX 7: PRODUCT GROUP DETAILS

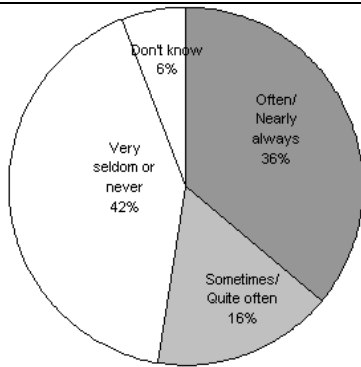
The analysis of product groups is based on responses to the questionnaire as well as on the tender documents. In the questionnaire questions were asked about recently purchased products and services and the use of environmental criteria. The results are shown on the following pages. Legenda:

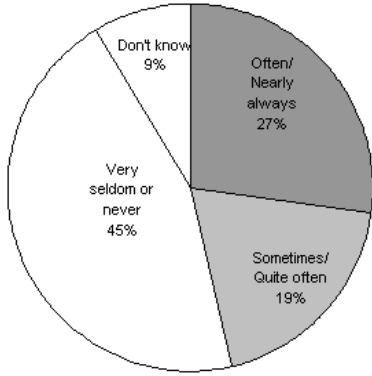
- Purchased: 'low' occurrence means that in most public organisations this product is purchased less than once every 4 years; 'medium' is once every 3 or 4 years; 'high' is every 1 or 2 years. This is an indication of how often purchasing officers are involved in this product and thus how often there is a chance to increase the green level of this product.
- Most used criteria are an indication for what is generally used in Europe: these criteria might well be used to define the 'light green' level for future GPP targets, to be applied in all Member States.
- The availability of eco-labels is an indication of the availability of green criteria that can be applied for the product groups.
- The application of green criteria is divided in 4 categories: 'Often and nearly always' = 50-100%; 'Sometimes and quite often' = 10-50%; 'Seldom and never' = 0-10% and 'Don't know'.

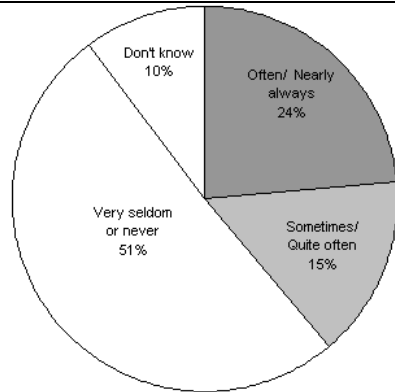
Products or services concerning CATERING, FOOD PRODUCTS AND BEVERAGES										
<u>Purchased:</u>	46% in 2004 or this year	<table><tr><td>Often/ Nearly always</td><td>25%</td></tr><tr><td>Sometimes/ Quite often</td><td>21%</td></tr><tr><td>Very seldom or never</td><td>45%</td></tr><tr><td>Don't know</td><td>9%</td></tr></table>	Often/ Nearly always	25%	Sometimes/ Quite often	21%	Very seldom or never	45%	Don't know	9%
Often/ Nearly always	25%									
Sometimes/ Quite often	21%									
Very seldom or never	45%									
Don't know	9%									
<u>Most used criteria:</u>	<ul style="list-style-type: none">- fruit/vegetables from the season- biological/organic agriculture- product meets criteria of an eco-label- other									
<u>Available eco-labels</u>	Different organic food labels in most Member States.									

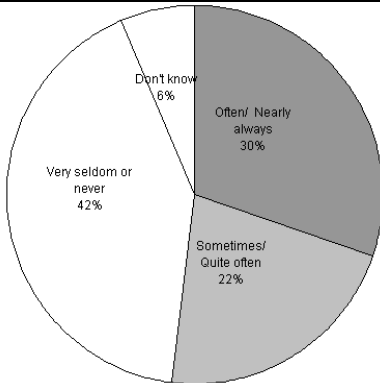
Products or services concerning TEXTILES, CLOTHING AND FOOTWEAR												
<u>Purchased:</u>	37% in 2004 or this year	 <table><caption>Purchase Frequency Data (Textiles, Clothing and Footwear)</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>58%</td></tr><tr><td>Sometimes/Quite often</td><td>16%</td></tr><tr><td>Often/Nearly always</td><td>14%</td></tr><tr><td>Don't know</td><td>12%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	58%	Sometimes/Quite often	16%	Often/Nearly always	14%	Don't know	12%
Frequency	Percentage											
Very seldom or never	58%											
Sometimes/Quite often	16%											
Often/Nearly always	14%											
Don't know	12%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- hazardous contents- product meets criteria of an ecolabel such as European Ecolabel or other- packaging											
<u>Available eco-labels</u>	Several: Blaue Engel, Ökotex, Nordic Swan, EU Ecolabel											

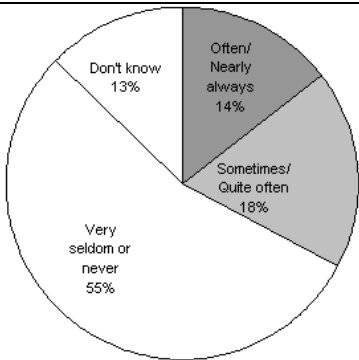
Products or services concerning WOOD OR WOOD PRODUCTS												
<u>Purchased:</u>	30% in 2004 or this year	 <table><caption>Purchase Frequency Data (Wood or Wood Products)</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>46%</td></tr><tr><td>Often/Nearly always</td><td>27%</td></tr><tr><td>Sometimes/Quite often</td><td>20%</td></tr><tr><td>Don't know</td><td>7%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	46%	Often/Nearly always	27%	Sometimes/Quite often	20%	Don't know	7%
Frequency	Percentage											
Very seldom or never	46%											
Often/Nearly always	27%											
Sometimes/Quite often	20%											
Don't know	7%											
<u>Most used criteria:</u>	- certified sustainable forests											
<u>Available eco-labels</u>	Forest Stewardship Council PEFC National ecolabels											

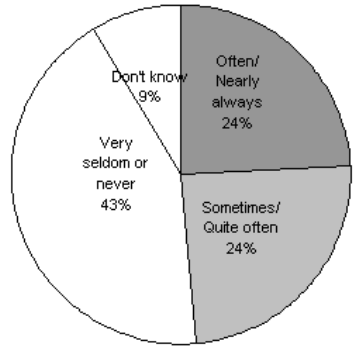
Products or services concerning PAPER, PRINTED MATTER, PRINTING, PUBLISHING AND RELATED SERVICES												
<u>Purchased:</u>	81% in 2004 or this year	 <table><caption>Purchase Frequency Data (Paper, Printed Matter, Printing, Publishing and Related Services)</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>42%</td></tr><tr><td>Often/Nearly always</td><td>36%</td></tr><tr><td>Sometimes/Quite often</td><td>16%</td></tr><tr><td>Don't know</td><td>6%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	42%	Often/Nearly always	36%	Sometimes/Quite often	16%	Don't know	6%
Frequency	Percentage											
Very seldom or never	42%											
Often/Nearly always	36%											
Sometimes/Quite often	16%											
Don't know	6%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- recycled content of paper- not bleached paper- requirements of ecolabels											
<u>Available eco-labels</u>	Several: Nordic Swan, European Ecolabel, Blaue Engel, FSC											

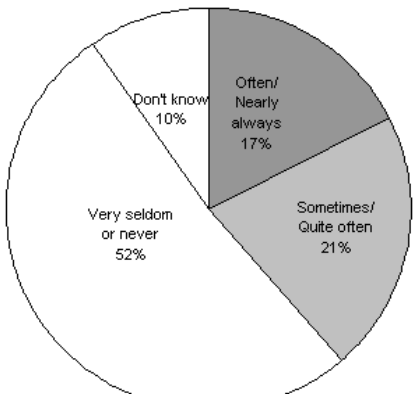
Products or services concerning MOTOR VEHICLES, TRAILERS, VEHICLE PARTS, TRANSPORT EQUIPMENT, OR TRANSPORT SERVICES												
<u>Purchased:</u>	55% in 2004 or this year	 <table><caption>Purchase Frequency Data</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Often/ Nearly always</td><td>27%</td></tr><tr><td>Sometimes/ Quite often</td><td>19%</td></tr><tr><td>Very seldom or never</td><td>45%</td></tr><tr><td>Don't know</td><td>9%</td></tr></tbody></table>	Frequency	Percentage	Often/ Nearly always	27%	Sometimes/ Quite often	19%	Very seldom or never	45%	Don't know	9%
Frequency	Percentage											
Often/ Nearly always	27%											
Sometimes/ Quite often	19%											
Very seldom or never	45%											
Don't know	9%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- energy efficiency of the vehicles- Euro V emission standard											
<u>Available eco-labels</u>	No eco-labels, but European emission standards											

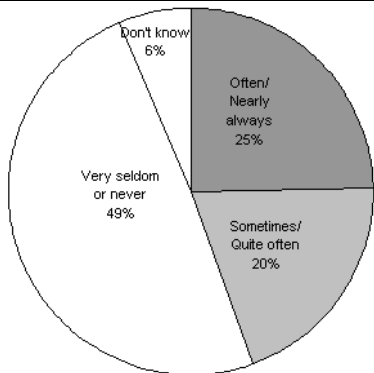
Products or services concerning FUELS OR PETROLEUM PRODUCTS												
<u>Purchased:</u>	48% in 2004 or this year	 <table><caption>Purchase Frequency Data</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Often/ Nearly always</td><td>24%</td></tr><tr><td>Sometimes/ Quite often</td><td>15%</td></tr><tr><td>Very seldom or never</td><td>51%</td></tr><tr><td>Don't know</td><td>10%</td></tr></tbody></table>	Frequency	Percentage	Often/ Nearly always	24%	Sometimes/ Quite often	15%	Very seldom or never	51%	Don't know	10%
Frequency	Percentage											
Often/ Nearly always	24%											
Sometimes/ Quite often	15%											
Very seldom or never	51%											
Don't know	10%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- concerning the contents of the fuel- use of renewable resources											
<u>Available eco-labels</u>	No eco-labels. % of bio/non fossil fuels											

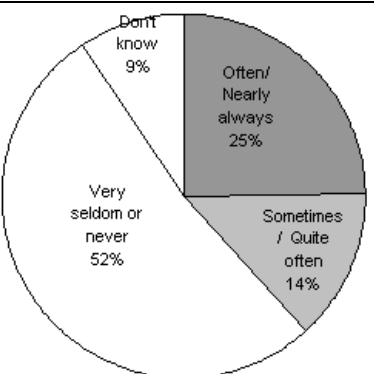
Products or services concerning OFFICE MACHINERY, SUCH AS COMPUTERS, PRINTERS, COPIERS, ETC. AND SUPPLIES (TONER CARTRIDGES, ETC.)												
<u>Purchased:</u>	83% in 2004 or this year	 <table><caption>Purchase Frequency Data</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Often/ Nearly always</td><td>30%</td></tr><tr><td>Sometimes/ Quite often</td><td>22%</td></tr><tr><td>Very seldom or never</td><td>42%</td></tr><tr><td>Don't know</td><td>6%</td></tr></tbody></table>	Frequency	Percentage	Often/ Nearly always	30%	Sometimes/ Quite often	22%	Very seldom or never	42%	Don't know	6%
Frequency	Percentage											
Often/ Nearly always	30%											
Sometimes/ Quite often	22%											
Very seldom or never	42%											
Don't know	6%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- energy use and energy saving options- ‘taking back’, re-use and recycling- environmental harmful matter- products fulfil requirements of an eco-label- Criteria/requirements concerning packaging											
<u>Available eco-labels</u>	Energy Star, GEEA energy label, TCO, Ecolabel, Blaue Engel, etc.											

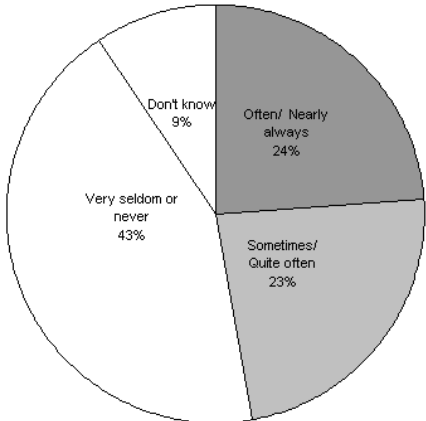
Products or services concerning RADIO, TELEVISION, COMMUNICATION, TELECOMMUNICATION AND RELATED EQUIPMENT AND APPARATUS OR POSTAL SERVICES												
<u>Purchased:</u>	41% in 2004 or this year	 <table><caption>Purchase Frequency Data</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>55%</td></tr><tr><td>Sometimes/ Quite often</td><td>18%</td></tr><tr><td>Often/ Nearly always</td><td>14%</td></tr><tr><td>Don't know</td><td>13%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	55%	Sometimes/ Quite often	18%	Often/ Nearly always	14%	Don't know	13%
Frequency	Percentage											
Very seldom or never	55%											
Sometimes/ Quite often	18%											
Often/ Nearly always	14%											
Don't know	13%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- energy use and energy saving options- ‘taking back’, re-use and recycling											
<u>Available eco-labels</u>	European eco-label for televisions. Also: Blaue Engel, Nordic Swan											

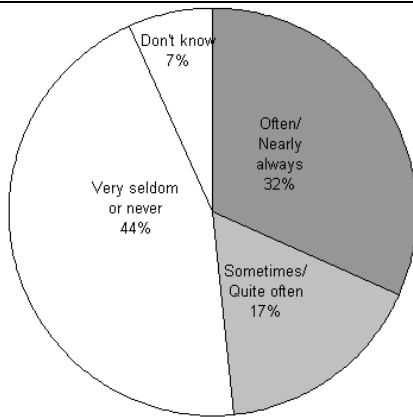
Products or services concerning (ELECTRICAL) MACHINERY, EQUIPMENT, APPLIANCES, APPARATUS AND ASSOCIATED PRODUCTS (E.G. COFFEE MACHINES, LIGHTING, HEATING, AIRCONDITIONING)												
<u>Purchased:</u>	51% in 2004 or this year	 <table><caption>Purchase Frequency Data</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>43%</td></tr><tr><td>Sometimes/ Quite often</td><td>24%</td></tr><tr><td>Often/ Nearly always</td><td>24%</td></tr><tr><td>Don't know</td><td>9%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	43%	Sometimes/ Quite often	24%	Often/ Nearly always	24%	Don't know	9%
Frequency	Percentage											
Very seldom or never	43%											
Sometimes/ Quite often	24%											
Often/ Nearly always	24%											
Don't know	9%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- energy use and energy saving options- environmental harmful matter- ‘taking back’, re-use and recycling											
<u>Available eco-labels</u>	Blaue Engel, Nordic Swan for some product groups											

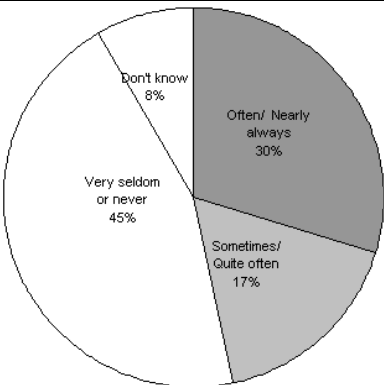
Products or services concerning MEDICAL AND LABORATORY DEVICES, OPTICAL AND PRECISION DEVICES, WATCHES AND CLOCKS, PHARMACEUTICALS AND RELATED MEDICAL CONSUMABLES												
<u>Purchased:</u>	20% in 2004 or this year	 <table><caption>Purchase Frequency Data</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>52%</td></tr><tr><td>Sometimes/ Quite often</td><td>21%</td></tr><tr><td>Often/ Nearly always</td><td>17%</td></tr><tr><td>Don't know</td><td>10%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	52%	Sometimes/ Quite often	21%	Often/ Nearly always	17%	Don't know	10%
Frequency	Percentage											
Very seldom or never	52%											
Sometimes/ Quite often	21%											
Often/ Nearly always	17%											
Don't know	10%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- environmental harmful matter- energy use and energy saving options											
<u>Available eco-labels</u>	No eco-labels.											

Products or services concerning FURNITURE, MANUFACTURED GOODS, HANDICRAFTS, SPECIAL-PURPOSE PRODUCTS AND ASSOCIATED CONSUMABLES												
<u>Purchased:</u>	54% in 2004 or this year	 <table><caption>Purchase Frequency Data (Furniture/Manufactured Goods)</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>49%</td></tr><tr><td>Sometimes/Quite often</td><td>20%</td></tr><tr><td>Often/Nearly always</td><td>25%</td></tr><tr><td>Don't know</td><td>6%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	49%	Sometimes/Quite often	20%	Often/Nearly always	25%	Don't know	6%
Frequency	Percentage											
Very seldom or never	49%											
Sometimes/Quite often	20%											
Often/Nearly always	25%											
Don't know	6%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- environmental harmful matter- timber used- concerning packaging- repairability- 'taking back', re-use and recycling											
<u>Available eco-labels</u>	For wood: Forest Stewardship Council (FSC). For other products EU Eco-label and national labels.											

Products or services concerning ELECTRICITY, GAS, NUCLEAR ENERGY AND FUELS, STEAM, HOT WATER AND OTHER SOURCES OF ENERGY												
<u>Purchased:</u>	48% in 2004 or this year	 <table><caption>Purchase Frequency Data (Electricity/Gas/Nuclear Energy/Fuels)</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>52%</td></tr><tr><td>Sometimes / Quite often</td><td>14%</td></tr><tr><td>Often/ Nearly always</td><td>25%</td></tr><tr><td>Don't know</td><td>9%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	52%	Sometimes / Quite often	14%	Often/ Nearly always	25%	Don't know	9%
Frequency	Percentage											
Very seldom or never	52%											
Sometimes / Quite often	14%											
Often/ Nearly always	25%											
Don't know	9%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- a percentage of the energy is from renewable resources- the electricity is produced without nuclear energy											
<u>Available eco-labels</u>	National/European guidelines on green energy											

Products or services concerning CONSTRUCTION WORK, INCLUDING BUILDING INSTALLATION WORK, REPAIR, MAINTENANCE, ARCHITECTURAL AND RELATED SERVICES												
<u>Purchased:</u>	61% in 2004 or this year	 <table><caption>Frequency of Use for Construction Services</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Often/ Nearly always</td><td>24%</td></tr><tr><td>Sometimes/ Quite often</td><td>23%</td></tr><tr><td>Very seldom or never</td><td>43%</td></tr><tr><td>Don't know</td><td>9%</td></tr></tbody></table>	Frequency	Percentage	Often/ Nearly always	24%	Sometimes/ Quite often	23%	Very seldom or never	43%	Don't know	9%
Frequency	Percentage											
Often/ Nearly always	24%											
Sometimes/ Quite often	23%											
Very seldom or never	43%											
Don't know	9%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- energy use and energy saving options- water efficiency measures- chemical contents of the materials- building materials from renewable resources- environmental management measures/system- building materials from recycled material- environmental product declaration or life cycle assessment											
<u>Available eco-labels</u>	For wood: FSC. For other materials different labels.											

Products or services concerning CLEANING SERVICES												
<u>Purchased:</u>	60% in 2004 or this year	 <table><caption>Frequency of Use for Cleaning Services</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Often/ Nearly always</td><td>32%</td></tr><tr><td>Sometimes/ Quite often</td><td>17%</td></tr><tr><td>Very seldom or never</td><td>44%</td></tr><tr><td>Don't know</td><td>7%</td></tr></tbody></table>	Frequency	Percentage	Often/ Nearly always	32%	Sometimes/ Quite often	17%	Very seldom or never	44%	Don't know	7%
Frequency	Percentage											
Often/ Nearly always	32%											
Sometimes/ Quite often	17%											
Very seldom or never	44%											
Don't know	7%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- Criteria/requirements concerning toxic substances in cleaning material- Criteria concerning working methods (for example: the use of micro-fibre cloths)											
<u>Available eco-labels</u>	Several for cleaning products											

Products or services concerning GARDENING, HORTICULTURAL SERVICES												
<u>Purchased:</u>	23% in 2004 or this year	 <table><caption>Pie Chart Data</caption><thead><tr><th>Frequency</th><th>Percentage</th></tr></thead><tbody><tr><td>Very seldom or never</td><td>45%</td></tr><tr><td>Often/ Nearly always</td><td>30%</td></tr><tr><td>Sometimes/ Quite often</td><td>17%</td></tr><tr><td>Don't know</td><td>8%</td></tr></tbody></table>	Frequency	Percentage	Very seldom or never	45%	Often/ Nearly always	30%	Sometimes/ Quite often	17%	Don't know	8%
Frequency	Percentage											
Very seldom or never	45%											
Often/ Nearly always	30%											
Sometimes/ Quite often	17%											
Don't know	8%											
<u>Most used criteria:</u>	<ul style="list-style-type: none">- Criteria/requirements concerning the use of pesticides- Criteria/requirements concerning the use of vehicles											
<u>Available eco-labels</u>	For specific products concerning gardening.											

ANNEX 8: RESULTS OF TENDERS

Due to the collection methodology of tenders a low occurrence (less than 3%) of a certain product group in the overall figure of 1009 tenders, also means that the statistical sample is small and that the statistical validity of these results is low. Nevertheless such a product group may be very important for the environment.

	% of total tenders	Not green	Grey	Light green	Solid green	Solid green in Green-7
Office machinery	9%	44%	6%	40%	10%	20%
Medical devices	9%	59%	11%	27%	3%	7%
(Electrical) machinery and communication equipment	9%	67%	4%	21%	8%	7%
Transport equipment	8%	47%	9%	35%	10%	13%
Architectural, engineering, construction and related technical consultancy services	7%	51%	14%	27%	8%	13%
Construction work	5%	38%	13%	36%	13%	23%
Paper, printed matter, printing services	5%	62%	2%	19%	17%	40%
Transport and communication services	5%	55%	13%	21%	11%	16%
Furniture and other manufactured goods	4%	39%	11%	34%	16%	21%
Food products and beverages, Restaurant services	4%	55%	3%	38%	5%	0%
Education, health and recreational services	4%	82%	3%	15%	0%	0%
Computer and related services	4%	89%	3%	8%	0%	0%
Professional services	4%	84%	0%	13%	3%	0%
Chemical products, rubber, plastic	4%	46%	16%	24%	14%	31%
Sewage- and refuse-disposal services, sanitation and environmental services	3%	18%	3%	50%	29%	17%
Cleaning services	3%	55%	10%	35%	0%	0%
Financial intermediation and related services	3%	96%	4%	0%	0%	0%
Clothing and textile	2%	40%	12%	44%	4%	8%
Fabricated products and materials	2%	57%	4%	39%	0%	0%
Energy	1%	46%	0%	38%	15%	18%
Petroleum products and fuels	1%	64%	9%	18%	9%	33%
Agricultural and horticultural services	1%	13%	25%	38%	25%	20%
Real estate services	1%	63%	38%	0%	0%	0%
Forestry and wood products (3 tenders)	0%	33%	33%	33%	0%	0%
Public utilities (3 tenders)	0%	100%	0%	0%	0%	0%
Mining, quarrying and other associated products (1 tender)	0%	100%	0%	0%	0%	N/a

ANNEX 9: POSSIBLE NETWORKS

Buy It Green network

(<http://www.iclei-europe.org/index.php?id=677>)

Eurocities

(<http://www.eurocities.org/>)

"Energie-Cités: Promoting sustainable energy policy through local action"

(<http://www.energie-cites.org/>)

Civitas Initiative

(<http://www.civitas-initiative.org/civitas/home.cfm>)

Environmental Impacts of Production and Consumption: Topic (OECD initiatives)

(http://www.oecd.org/topic/0,2686,en_2649_34289_1_1_1_1_37465,00.html)

GPPnet Cremona

(<http://www.provincia.cremona.it/servizi/ambiente/gppnet/en/index.html>)

EUROPA - Enterprise - Policy Areas - Promoting Entrepreneurship and SMEs –
Business Support Networks - Euro Info Centres - Products for SMEs

(http://europa.eu.int/comm/enterprise/networks/eic/eic-products_en.html)

Danish public procurement network

(<http://www.ks.dk/english/procurement/network/>)

ANNEX 10: REPORT OF LONDON EVENT

EU Green Public Procurement: UK Presidency Event, Thursday 27th and Friday 28th October 2005

DAY 1

14.00 Opening by the Chair of the day, Sir Neville Simms, Chair of the UK Sustainable Procurement Task Force

14.10 Keynote speech by Secretary of State for Environment, Food & Rural Affairs, The Rt Hon Margaret Beckett MP

Ms. Beckett opened the conference and emphasised the possibilities that public procurement offer for the environment:

1. Tackling climate change,
2. Wiser use of natural resources,
3. Stimulating sustainable consumption and production.

She stated that it is necessary to channel creativity and to realise that we can influence behaviour. Furthermore, we must make sure that the most promising environmental innovations reach the market.

The UK with its sustainable development strategy “Securing the future” wants to be leading on sustainable procurement by 2009. The strategy details short, medium and long term goals. The driving force behind the strategy should be real improvements, international benchmarking and the share of best practises.

In 2010 all Member States should perform as the highest performing states of today. An important issue for the future is to decouple prosperity from social deprivation and environmental impacts. Environmental technologies can help to challenge environmental problems, and success will depend on innovation. To achieve this Member States should work together, discuss, share ideas and learn from each other.

Ms Beckett: “I firmly believe that economic growth and environmental and social improvements can all go hand-in-hand”

14.25 Perspectives on GPP: the EU Commission, by Timo Mäkelä, director DG Environment, EU Commission

Mr. Mäkelä stated that if all governments of the European Union would shift to low energy lamps, we would save a yearly amount of 50.000.000 barrels of oil. In developing countries the shift to low energy lamps is happening much faster, but in Europe this will not be possible for 30 years due to the length of investment cycles.

The decisions made by government employees in the EU have a huge impact on the environment. Public procurement accounts for 14-16% of the EU GDP.

In some Member States, national strategies for GPP have been developed. In the Netherlands the goal for local authorities is a level of 50% green purchasing in 2010. In Belgium a working group including all levels of administration is working on the establishment of a national action plan, as is Sweden.

In the EU the Commission works together with representatives in the framework of different working groups and committees (IPP, ETAP and the Advisory Committee on Public Procurement) to push for the adoption of national action plans, raise political support and enhance the exchange of information.

He stated that the commitments of the EC include:

- Awareness raising and training campaigns;
- The creation of a European knowledge database gathering all relevant information on GPP (including environmental criteria);
- Dissemination of EU based information (handbook on GPP, leaflets and guidelines concerning the use of Eco-label criteria);
- Linking with other policies and practical instruments.

14.40 Perspectives on GPP: a view from the Netherlands, by Peter Leyenaar, director of the Dutch Professional Public Procurement Project Team, Netherlands Governmental Agency for Professional Purchasing and Tendering

Mr. Leyenaar emphasised strongly that the first and most important step is to professionalize the purchasing process, not only to comply with the EU directives, but also to raise efficiency. If member states introduce value-for-money targets, this will enable public organisations to choose greener products from a professional point of view.

In the Netherlands there are several examples of professional green purchasing. A new tool recently introduced is the 'menu card for sustainable procurement'. This helps governments to purchase products, services and work in a sustainable way by providing them with 13 product groups and their specific environmental and social criteria on three different levels (active, front runner and innovative). It can also be used as an input for determining policy; for supporting the procurement process in a sustainable way and as a monitoring tool.

In the end the experience of the Netherlands is that green purchasing can be cost neutral and that the EU directives are not necessarily a barrier to GPP.

14.55 Perspectives on GPP: view from Catalunya, Spain, by Salvador Samitier i Martí, Head of Environmental Standards Department, Regional Ministry for Environment & Habitat

In Spain, GPP is mainly applied at regional and local level. Catalonia is at the moment at the very beginning. It started by identifying organisations which take into consideration environmental aspects. A study was conducted to evaluate the number of organisations with a certified Environmental Management System, the number of organisations that have obtained an Ecolabel, and the number of organic farms. These organisations require a positive signal that what they are doing is worthwhile and it is felt that GPP is a way of doing this.

However the application of GPP has some difficulties due to the large number of procurement offices in public organisations. The next steps are to try and guarantee that single initiatives can be coordinated in an overall strategy. The Catalan Government intends to focus on three strategies:

1. Central government

The Catalan Government set up an Agreement with representatives of different Ministries and the Catalan Procurement Advisory Body with the scope of developing an Environmental Procurement Management System, aimed at the identification of technical specifications for tenders for different products and services.

2. By way of examples

There is some experience in developing environmental criteria. For example eco-label criteria for specific product categories such as personal and portable computers, paper, vehicles and cleaning services.

In addition work is underway on the introduction of the purchase of services instead of products. For example transport services (including maintenance during the use phase) requiring also an environmental technical management profile for which an EMS could be the proof.

3. Political support

The Catalan government intends to support public administrations at a local level and help them to develop a GPP system. The government is already supporting the development of EMS in public bodies (numerous projects such as the Green Schools or the EMAS in Hospitals). It is also working on the realisation of supporting tools, such as:

- Development of a GPP Guide
- Organisation of seminars and workshops mainly addressed to public purchasers.

15.40 Perspectives on GPP: a view from Sweden, by Hans Wendschlag, Hewlett Packard

Hewlett Packard has a 'tracking tool' for environmental criteria. Since the early 90's when GPP started to develop they have recorded any environmental criteria in tender documents, e.g. in the USA and in Sweden. In the beginning the number of different specifications in tenders was high and due to this the business impact was low. Over time, the number of different criteria has decreased and coordination has grown, due to this the business impact is now higher.

However, the signal of GPP is still not clear to the market. The number of different eco-labels is high (around 20 for IT products) and many of them are national eco-labels. For a company updating products it is difficult to follow so many eco-labels plus applying for an eco-label is a long, difficult and often costly process compared with the changes in the IT products.

This has prompted the IT industry to devise their own eco-label: the IT Eco Declaration. It was established in 1996 and works as a system of self declared product-specific environmental information. The IT Eco Declaration requires the company to complete product specific data about a large number of environmental parameters, many of them being identical with the criteria in eco-labels. Criteria in tender documents and FAQ's from customers have been used when formulating the parameters in the declarations. There are now around 5000 Eco Declarations for different IT products.

In Sweden, a guiding system for developing greener public purchasing criteria (EKU) has been developed, in which all stakeholders participate, including industry and environmental administration. The decision process is clear and more importantly consensus based. Both legal and environmental concerns have been taken into account in preparing the product-specific criteria, and the criteria include requirements that differentiate products in the market regarding environment (energy use, acoustic noise).

Communication between buyers and sellers is **very** important. Otherwise GPP won't work. After all, procurement is all about supply meeting demand. Some problems that can occur:

- Too many labels in the market.
- Too little consistency of specifications
- Too much trouble for the supplier

15.55 Questions and answers session

A remark on the presentations from the Netherlands and Sweden is that although GPP is supported by the EU there may still be uncertainties as trade barriers may be created through GPP. The Netherlands and Sweden responded by stating that they do not see this as a barrier. A comment was that the procurement rules allow the use of environmental criteria but they may never be an obstacle. There are two reactions possible for the industry: avoid GPP or see it as an opportunity. One should combine environmental and legal knowledge to practice GPP.

It was remarked that the Netherlands seem to be one step ahead according to Peter Leyenaar's presentation. Does sustainable procurement also contain social criteria? The answer was that unfortunately this is not the case yet, but there are new and promising developments underway.

The final comment asked how the criteria of the self-declaration in the IT industry are viewed by public purchasers? There is a random checking of 10 companies per year to verify that their products do actually meet the standards to which they claim compliance.

16.10 Presentation of EU Green Public Procurement Study results by Maarten Bouwer from Virage, the Netherlands leader of the consortium TAKE-5

The study is based on the analysis of tender documents and replies to an on-line questionnaire. Seven Member States have made a good start with GPP. These are: Austria, Denmark, Finland, Germany, the Netherlands, Sweden and the UK. In the

remaining 18 countries the level of GPP was substantially lower. The two groups of countries were compared on different factors and the following are important for the successful implementation of GPP:

- political support for GPP and national GPP programmes;
- availability of specific information sources (e.g. websites with product-related specifications);
- the use of performance-based requirements instead of standards for the goods or services, giving bidders more flexibility to offer environment-friendly products and services;
- the consideration of the costs of a product throughout its life-cycle as an award criterion; inviting bidders to submit both conventional and environment-friendly bids, so that the contracting authorities can choose a green bid if it proves to offer the best value for money on the basis of the award criteria;
- availability of training programmes; and
- implementation of environmental management systems by the procuring organisations.

16.45 Preliminary discussion of the study results

Focus of the study

There were some questions about the focus of the study.

- The EU itself has not been the subject of the study, although this organisation also buys many things. The reason for this is when referring to the EU budget most of it is transferred to the MS in the framework of different policies and funds (regional fund for example). As far as the money spent by the EU in the form of studies and works contracts, it should be noted that the Commission is running a pilot-project to become registered under EMAS. GPP is obviously an important element of the environmental policy of the Commission.
- The study has only focussed on the environmental criteria used in public purchasing, not the social and economic aspects of sustainability.
- Also, no research was conducted about the state of the markets to meet environmental criteria plus there was no time to study the actual purchasing decisions.
- In the next stage of the study the quality and level of the clearly defined specifications that were found in the tenders will be analysed.

Obstacles

Legal barriers for GPP are not seen as the most important obstacle. In fact lack of knowledge and lack of training were seen as more important barriers. A question asked about “how this is possible with so much information available on the internet?”. From the study it appeared that there was a difference of opinion on obstacles between the Green-7 and the other 18 countries. In the other countries this obstacle seems bigger as perhaps there is also less information and websites available. But it is still surprising that in the Green-7 this is also one of the most important obstacles.

17.15 Round-up by the Chair, Sir Neville Simms

Sir Neville noted that there was still a long way for the EU to go in developing GPP, but that there was clearly progress. There are many issues that require further development and clarification, and continued dialogue and knowledge sharing can help achieve this. Furthermore, the integration of social aspects into public purchasing will be vital to achieve the broader aim of sustainable procurement, and some Member States are already making steps in that direction.

DAY 2

9.15 Introduction by the chair of the day, Dr. Helen Marquard, Head of Europe Environment Division, UK Department for Environment, Food & Rural affairs

The Chair encouraged delegates to reflect on what the EU wanted to achieve with regard to GPP, and what actions were needed to make that vision a reality.

9.25 Presentation of the study’s conclusions and recommendations by Maarten Bouwer / Take-5

The consortium recommends Member States to promote the implementation of green purchasing policies per type of organisations (ministries, schools, etc.) as well as per product group, starting with a few and gradually expanding. Further, Member States were recommended to initialise GPP through

- the definition of national political ambition;
- setting up a GPP knowledge base in national language, containing best practices and criteria and linking it to the EU knowledge base;

- exploiting all possible networks;
- enabling communication with the market and between public purchasers;
- strengthening political and managerial support for GPP; and
- the tender analysis tool is recommended for future benchmarking.

In the seven best-scoring Member States, experience with these tools has been successful.

9.55 Questions and answers session

Standards

This report will encourage a huge number of people. Is it not important to set standards now for 2008? Environmental standards can be used for products like paper, light bulbs, etc. and therefore products that do not meet these standards must be excluded from the market. For example, why not order that public procurers can buy only passenger cars that emit less than 140 g CO₂/km?

The response to this was that the EU is (over)full of product standards and it is a slow process. This is one reason why also other instruments are needed. GPP is one such instrument. The low hanging fruit approach is very good.

Another comment was that regulation is needed for the most polluting producers and products. It is difficult to stimulate the front runners by regulation in addition it would require the standards to be changed all the time. The objective of regulation is not to stimulate the front runners, but to regulate the poor performers.

Harmonizing environmental criteria

Why is harmonizing environmental criteria so far down the road? Although this is a difficult task, it is necessary to start harmonizing today.

In the Nordic countries a project is underway to develop common environmental criteria for use in the Nordic countries. This is a pilot project, in which a common format for presenting the criteria and the product-specific environmental criteria for five product groups will be developed for passenger cars, PC's, textiles, transport services and cleaning services.

Impacts of the criteria

In the study the number of environmental criteria is recorded and used as the basis for the score of each tender document. But it is not always a good solution to just present a high number of criteria. Where are the priorities, and should we also benchmark the impacts of the criteria sets in each tender call?

There is no good tool to measure the outcomes, i.e. the environmental aspects of the purchased products/services and the gains acquired by the green criteria. At this stage it was the quality of the definition of the criteria that was used as a measurable indicator of the possible environmental gains. There are disadvantages to the tools that were used in the study, but other tools have greater disadvantages.

In connection with this discussion about impacts, the Joint Research Center was mentioned, which is making a study about the environmental impacts of around 200 different product groups and their significance for the environment. The study goes on another year. When we know the most important products and services, we can also define target products and services in GPP.

Response rate

A comment was that the response rate of 47% for receiving tender documents does not look very high. The answer was that the goal was to receive 60 tender documents per country. Sometimes a follow-up/reminder was sent, sometimes simply the next tender was requested. For the majority of the requests the consortium did not tell that it was for research purposes. So the procurement officers could not know that the documents were not requested by real suppliers. There were difference responses on the tender requests per country. A lot has to do with cultural differences between Member States.

For the questionnaire one remark was that it seems that purchasers are not very willing to answer this kind of questionnaire for an EU study. Maybe it would be better to organize an assessment like this at national levels. The answer was that the idea of the study is that the results of this study can be used as a baseline for further research for each country.

Next stage of the study

Outside the national initiatives and programs there are also things happening at regional and local levels. ICLEI for instance, is running Procura⁺, in which common criteria are used for 6 product groups. The participants have best practices for the purchase of these products already. These should be taken into account in the next stage of the study.

Another remark was that in monitoring, cost effectiveness is indeed very important, and in planning monitoring we should take into account what has been purchased, i.e. what are the products and services with large purchase volumes.

It is important to focus also on prioritisation and not just count the number of criteria. How can GPP complement standards and regulations, using a mixture of instruments.

What about different purchasing techniques that are important for promoting green products, e.g. functional specifications, what examples do you have of these?

There are no examples at hand here. These examples will be reported at the next stage of the project, dealing with best practices.

10.25 Discussion groups

For a summary of the results of the discussion groups see chapter 7.

12.45 Next steps in 2006: A view from Austria by Martin Büchele, Austrian Environment Ministry

Mr. Büchele first summarised the actions and programs which have already been and are now implemented in Austria to promote and encourage GPP:

- Criteria catalogue 'Check it!'. This is a knowledge base that can be used for European wide general criteria.
- Procurement Service Austria. Organises workshops, helpdesk, newsletter, etc.
- Government decision of guidelines is currently updated.
- Several activities on regional and local level
- Greening events (green organisation of EU presidency events in 2006)

Next GPP event in Graz 3 & 4 April 2006

- Presentation of the Take-5 final report
- Start work on harmonized environmental specifications for 2-3 sectors on the basis of the examples reported by Take-5
- Finding links to eco-labelling and performance targets
- Objective: harmonized environmental specification sheets

Another Austrian event:

- European conference on greening events 16-17 January 2006 in Vienna. A booklet is available on this already, providing guidelines.

13.00 Next steps: a European Commission view by Herbert Aichinger

Herbert Aichinger presented past, present and future activities of the Commission to promote GPP. The way forward will among others consist of taking away obstacles by:

- Reducing legal uncertainties (through training). Since last year there are more possibilities for GPP under new directives.
- Improving environmental knowledge (through training)

- Increasing political support. GPP is now higher on the agenda.
- Reducing the impact of budget constraints by encouraging LCC and asking for innovative variants.

The following activities are of importance:

- Further dissemination of the GPP handbook in different languages: ready to use, best practices, follows order of procurement process
- Training
- Awareness-raising events
- Creation of an EU wide knowledge base for readily usable GPP specifications
- Regular contact with MS representatives in different frameworks to guide them towards to the adoption of national action plans for GPP.
- Public private partnerships to share costs of investment

13.15 Chair's concluding remarks: Dr. Helen Marquard

Dr. Helen Marquard of Defra concluded with the main findings of the conference. She acknowledged the need for improvement in all Member States and underlined the importance of:

- Good national and EU websites
- Legal clarity
- Networking (locally, nationally and internationally, also including suppliers) and exchange of good practices
- Gathering evidence on environmental and economic benefits of GPP
- Regular benchmarking on the basis of tender analysis

For these points she saw a particular role for the EU.

The report is extremely helpful, it gives a clear message why going for green is good and gives a good basis for future actions in the Member States. The differences between Member States are a strength and there is still a lot of work to be done: the Green-7 are not that good!

All presentations are available on the website:

<http://europa.eu.int/comm/environment/gpp/media.htm>