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Last Reviewed 05/2021

Effective 05/2021

Last Revised 05/2021

Next Review 05/2026

Owner David Walker:
SVP Chief
Resources Ofcr
Reh

Policy Area REHG-Resource,
Engineering and
Hospitality Group

Applicability Providence
Systemwide +
PGC

PSJH-REH-1008 Environmentally Preferable Purchasing (EPP)

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| Executive Sponsor: | Gregory Hoffman, Providence Chief Financial Officer |
| Policy Co-Owners: | David Walker, SVP, Chief Resources Officer Ali Santore, Chief Advocacy Officer |
| Contact Person: | Jennie Kim, Director Contract & Supplier Management |

Scope:

This policy applies to the not-for-profit, non-profit entities of Providence and its Affiliates ^[1] (collectively known as "Providence") and their workforce members (caregivers, volunteers, trainees, interns, apprentices, students), independent contractors, vendors and all other individuals working at the ministry, whether they are paid by or under the direct control of the facility; employees of affiliated organizations (collectively, "workforce members"). Where an organization is not wholly or majority owned, exceptions may apply. This policy applies to all affected and interested persons, as defined below, in positions that have influence over the affairs of Providence and who have a direct or indirect financial interest in Providence.

☒ Yes ☐ No Is this policy applicable to Providence Global Center (PGC) caregivers?

This is a management level policy reviewed and recommended by the Policy Advisory Committee (PAC) to consider for approval by senior leadership which includes vetting by Executive Council with final approval by the President, Chief Executive Officer, or appropriate delegate.

Purpose:

Providence's Mission and values compel us to be good stewards of resources and a model of stewardship. Our core value of Justice requires, "We strive to care wisely for our people, our resources, our earth." In keeping with our Mission and Values, in 2020, Providence announced a goal to become carbon negative by 2030. Achieving this goal will require reducing greenhouse gas emissions in all aspects of our organizational operations. Providence has a secondary goal to keep at least 50% of all waste out of landfill or incineration by 2030.

Providence seeks to reduce emissions and waste generated through our supply chain by making purchasing decisions that support Providence's Mission and Values. Specifically, Providence seeks to address emissions caused by manufacturing, distribution, transportation, and disposal, as well as decrease the use of packaging and disposable items. It is the policy of Providence to make purchasing decisions that align with Providence's goals of reducing greenhouse gas emissions, waste, and seeking opportunities to minimize chemicals of concern.

Definitions:

1. *Chemicals of Concern*. Chemicals identified by the EPA as harmful to human health. Details on each listed below can be found in the California Proposition 65: <https://oehha.ca.gov/proposition-65/proposition-65-list>
2. *Energy-Efficient Product* means a product that is in the upper 25% of energy efficiency for all similar products, or that is at least 10% more efficient than the minimum level that meets federal standards.
3. *Greenhouse Gas (GHG)* any of the gases whose [absorption](#) of [solar radiation](#) is responsible for the greenhouse effect, including carbon dioxide, [methane](#), [nitrous](#) oxide, and fluorinated gases.
4. *Recycled Content* means the percentage of recovered material, including pre-consumer and post-consumer materials, in a product.
5. *Source Reduction* refers to products that result in a net reduction in the generation of waste compared to their previous or alternate version and includes durable, reusable, and remanufactured products; products with no, or reduced, toxic constituents; and products marketed with no, or reduced, packaging.





Policy:


This policy establishes guidelines to align sourcing, purchasing, and contracting functions with Providence's commitment to environmental stewardship.

The policy applies to all divisions that make sourcing, contracting, and purchasing decisions, and all end-users and buyers who select items, contracts, or services.

ENVIRONMENTAL STEWARDSHIP

PROCUREMENT GENERAL GUIDELINES:

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|  | WASTE REDUCTION <ul style="list-style-type: none"> • Seek opportunities for source reduction: purchase products that are durable and long-lasting, low maintenance, reusable, and/or re-processable. • Aim to purchase products that are recyclable, that have reduced and/or recycled content packaging, and that include recycled content in materials. • Include waste minimization as a criterion for awarding contracts, justified by performance data. • Include contract language with suppliers to include information about the types and weight of any/all component materials in the products we purchase. • Include contract language with waste suppliers to provide weight and volume of waste on invoices. |
|  | ENERGY AND WATER EFFICIENCY <ul style="list-style-type: none"> • Purchase energy and water efficient products and equipment, and secure contracts that prioritize energy and water efficiency. • Seek third-party verified efficiency ratings for equipment. |
|  | AGRICULTURE/FOOD <ul style="list-style-type: none"> • These guidelines apply to all food and beverage purchase and service (cafeterias, patient meal services, catering, unit-based food and beverage purchasing, food delivery, etc.): <ul style="list-style-type: none"> ◦ Purchase items with lower greenhouse gas emissions (meats with lower GHG emissions, local foods, and sustainable foods) ◦ Avoid excessive packaging and disposable service ware. If disposable is required, choose compostable ◦ Prioritize healthy, low-chemical food and beverages ◦ Source from local suppliers where available |
|  | CHEMICALS OF CONCERN REDUCTION <ul style="list-style-type: none"> • Avoid or minimize procurement of products with chemicals of concern used in supplies, equipment, food, cleaning products, building materials, etc. These include, but are not limited to: <ul style="list-style-type: none"> ◦ Heavy metals (including cadmium, mercury, lead hexavalent chromium) ◦ PBBs (polybrominated biphenyls and PBDEs (polybrominated diphenyl ethers) ◦ Bisphenol A, Bisphenol S ◦ Polyvinyl chloride |

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| | <p>Flame retardants (non-electronic and electronic) Ortho-phthalates (including DEHP) California Proposition 65 chemicals Antimicrobials (use only where necessary) Persistent, bio-accumulative, and toxic chemicals (PBTs)</p> <ul style="list-style-type: none"> Do not purchase products containing mercury without justification, documentation, and review and approval by division leader. |
|  | <p>TRANSPORTATION EFFICIENCY</p> <ul style="list-style-type: none"> Supply distributors: prioritize contracts to distributors who minimize fuel and energy use and provide data on mileage and GHG emissions. Business Travel - Prioritize contracts and vendors that reduce GHG emissions associated with business travel (airlines, rental car companies, hotels). Employee Commuting – Select commuting incentives that reduce GHG emissions. Fleet vehicles - Purchase or lease electric (preferred) or fuel-efficient fleet vehicles |
| | <p>ADDITIONAL CONSIDERATIONS</p> <ul style="list-style-type: none"> In all procurement decisions: <ul style="list-style-type: none"> Along with quality, safety, user preference, and price, consider environmental impacts of product/service as element of discernment Prioritize decisions that minimize fossil fuel use and maximize use of renewable energy sources Whenever possible, select suppliers/contractors with sound environmental practices, including GHG reduction, energy management, and waste management Metrics and Data Tracking: Request reporting from participating suppliers to include but not limited to: <ul style="list-style-type: none"> Waste production Material transparency – identification and quantification of materials in products Presence of chemicals of concern Greenhouse gas emissions Validation of “green” claims |

Providence supports the established guidelines and recommendations provided by the [Environmental Protection Agency \(EPA\)](#), [Practice Greenhealth](#) and [Healthcare Without Harm](#) organizations.

This policy is intended to guide Providence caregivers involved in the procurement process at any level in including environmentally preferential options in contract specifications. This policy should not be

construed to require the purchase of products that do not perform adequately for their intended use, are not available at a reasonable price or timeframe, nor that otherwise conflict with local, state, or federal legal or regulatory requirements.

PROGRAM EVALUATION

Policy owners and contact persons will facilitate annual reviews with cross functional divisions to define, align, educate, and implement strategic initiatives that will support the growth and development of environmentally preferable purchasing.

Applicability:

^[1] For purposes of this policy, “Affiliates” is defined as any not-for-profit or non-profit entity that is wholly owned or controlled by Providence St. Joseph Health (PSJH), Providence Health & Services, St. Joseph Health System, Western HealthConnect, Kadlec, Covenant Health Network, Grace Health System, Providence Global Center*, NorCal HealthConnect, or is a not-for-profit or non-profit entity majority owned or controlled by PSJH or its Affiliates and bears the Providence, Swedish Health Services, St. Joseph Health, Covenant Health, Grace Health System, Kadlec, or Pacific Medical Centers names (includes Medical Groups, Home and Community Care, etc.). *Policies and/or procedures may vary for our international affiliates due to regulatory differences.

Approval Signatures

| Step Description | Approver | Date |
|--------------------------------|--|---------|
| PSJH President/CEO | Cynthia Johnston: Compliance Spec PSJH | 05/2021 |
| PSJH Executive Council | Cynthia Johnston: Compliance Spec PSJH | 05/2021 |
| PSJH Policy Advisory Committee | Cynthia Johnston: Compliance Spec PSJH | 05/2021 |

Standards

No standards are associated with this document