

UNIVERSITY CORPORATION AT MONTEREY BAY BOARD POLICY

Policy 211

Environmentally Preferable Purchasing Policy

Section: 200- Financial

Issue Date: 11/20/19

Last Reviewed: 11/20/19

Previous Versions: 1/2013

Previous #: 321-002

1) PURPOSE

Environmentally preferable purchasing (“EPP”) is the purchase of products and services that have a lesser effect on human health and the environment in their manufacture, use, and disposal when compared to other goods and services that serve the same purpose. Environmentally preferable purchasing protects the environment. EPP can also protect human health, save money, and improve the overall quality of purchases.

2) POLICY

The Corporation is committed to minimizing the adverse environmental impacts of its purchases. The Corporation will consider the cost, performance, and availability of environmentally preferable products and services compared to other products and services when making purchasing decisions.

- a) This policy is not intended to limit or restrict purchasing flexibility. A variety of factors may be considered to determine the rigor of environmental screening. These factors include but are not limited to:
 - i) The type and complexity of the product or service being purchased,
 - ii) The commercial availability of the product or service,
 - iii) The type of purchasing method – for example, whether it is a small credit card purchase, a negotiated contract, an RFP, or a bid,
 - iv) The timeframe of the purchase, and
 - v) The dollar amount.
- b) The Corporation will use the EPA’s guiding principles for EPP in implementing this policy.
 - i) Include environmental considerations, such as durable versus disposable, as part of the normal purchasing process, such as:
 - ii) Emphasize pollution prevention early in the purchasing process.
 - iii) Examine multiple environmental attributes throughout a product’s or service’s life cycle.
 - iv) Compare relevant environmental impacts when selecting products and services.
 - v) Collect and base purchasing decisions on accurate and meaningful information about environmental performance.

3) RELATED DOCUMENTS

- a) **203 Procurement** Policy
- b) Final Guidance on Environmentally Preferable Purchasing from the Environmental Protection Agency