

## PROPONENT SUSTAINABILITY ASSESSMENT

Proponent Name: \_\_\_\_\_ Date Completed: \_\_\_\_\_

### About the Sustainability Assessment

The following sustainability assessment must be completed and returned with your proposal.

This assessment has been developed for the purposes of gathering information and evaluating the sustainability of potential vendors. Completion of the assessment is required.

The proponent sustainability assessment is a new initiative for the government of Nova Scotia and is part of the overall implementation of the provincial Sustainable Procurement Policy (available at [www.gov.ns.ca/tenders](http://www.gov.ns.ca/tenders)). We appreciate any feedback on the assessment that you wish to provide. Please email any questions or comments related to the assessment to [standingoffer@gov.ns.ca](mailto:standingoffer@gov.ns.ca)

### Considering Your Responses

Sustainable procurement is gaining prominence in many jurisdictions across Canada and beyond. Completing this assessment and considering your responses may also enable you to better meet the sustainability requirements in other jurisdictions and/or markets. Additional guidance information is included with some assessment questions. This guidance may include further clarification of the statement, references to provincial regulations, and/or sources of additional information.

**Note: The proponent, upon request, shall deliver copies of all written policies, codes, standards, corporate statements and other supporting documents related to sustainability that are established or observed by the proponent in their business practices. Proponents will have (2) two business days to provide this information when requested.**

<b>Environment</b>	
Does your business have a written policy, commitment or vision stating that it will operate in a sustainable manner?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is this statement publically available? If yes, provide an <input type="checkbox"/> electronic copy or a <input type="checkbox"/> link _____	Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>For a sample environmental policy see <a href="http://www.gov.ns.ca/nse/pollutionprevention/business.asp">www.gov.ns.ca/nse/pollutionprevention/business.asp</a></i>	
Do you apply environmental or sustainability criteria when making your own purchasing decisions, recommending purchasing decisions and when selecting project partners and subcontractors?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Economic</b>	
Does your business take steps to support the Nova Scotia economy by seeking to form partnerships with local businesses and by working with local suppliers, contractors and sub-contractors where ever possible?  <i>The BALLE Nova Scotia website <a href="http://www.ballens.ca">www.ballens.ca</a> is one example of a website listing locally owned sustainable businesses.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does your business take steps to provide training, mentorship, or apprenticeship opportunities and/or to develop partnerships with local educational and or vocational institutions?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Social Equity</b>	
Does your business have a documented program to ensure workplace health and safety, including requirements for job-appropriate safety training and/or certification for all workers and sub-contractors?  <i>There are legislated occupational health and safety requirements that apply to businesses of <u>all</u> sizes (e.g., first aid certification requirements, requirements to carry first aid kits, WHMIS requirements, job specific requirements etc.). For more information on workplace health and safety see <a href="http://www.gov.ns.ca/lwd/healthandsafety/docs">www.gov.ns.ca/lwd/healthandsafety/docs</a></i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does your business participate in or contribute to community development programs in the markets that you operate in and/or source from?  <i>Examples might include donations, grants, employee volunteer hours, public education activities, advice clinics, event sponsorships, mentorship programs etc.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>

## Working With Sustainability - Staff Experience, Training and Development

Does your business take steps to raise environmental awareness and skills among employees, contractors and subcontractors?

Yes  No

In the space below, describe what steps you have taken to make your operations and/or your projects more sustainable. Your description should reference the issues listed in the questions above. You may also wish to address environmental or sustainability assessments, energy or greenhouse gas management plans, waste audits and reduction targets, and toxic chemical reduction targets.

*For additional information on sustainable business practices see [www.eco-efficiency.management.dal.ca](http://www.eco-efficiency.management.dal.ca).*