

## PROPONENT SUSTAINABILITY ASSESSMENT

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

### **About the Sustainability Assessment**

The following sustainability assessment should 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.

### **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.**

## Environment

Does your business have a written policy, commitment or vision stating that it will operate in a sustainable manner? Is this statement publicly available?  
*If yes, provide a link or an electronic copy.*

Yes:

No:

*If yes, provide a description:*

Do you apply environmental or sustainability criteria when making your own purchasing decisions, recommending purchasing decisions and when selecting project partners and subcontractors?

Yes:

No:

*If yes, provide a description:*

## Economic

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 wherever possible?

Yes:

No:

*If yes, provide a description:*

<p>Does your business take steps to provide training, mentorship, or apprenticeship opportunities and/or to develop partnerships with local educational and or vocational institutions?</p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
---	--

*If yes, provide a description:*

**Social Equity**

<p>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?</p> <p><i>There are legislated occupational health and safety requirements that apply to businesses of all 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://novascotia.ca/lae/healthandsafety/">http://novascotia.ca/lae/healthandsafety/</a></i></p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
--	--

*If yes, provide a description:*

<p>Does your business participate in or contribute to community development programs in the markets that you operate in and/or source from?</p> <p><i>Examples might include donations, grants, employee volunteer hours, public education activities, advice clinics, event sponsorships, mentorship programs etc.</i></p>	<p>Yes: <input type="checkbox"/></p> <p>No: <input type="checkbox"/></p>
---	--

*If yes, provide a description:*

Does your business support diversity, inclusiveness and fair wage?

*Examples might include corporate diversity strategies or programs, working with vendors and subcontractors from the diversity community, directly employing or working with organizations that create employment for adults with mental and physical challenges*

Yes:

No:

*If yes, provide a description:*

### **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:

*If yes, provide a description:*

### **Project / Contract Specific**

In the space below, identify any sustainability practices (such as those noted above) and/or green products and technologies that you will use while carrying out the activities associated with this contract.

--