

Green Procurement Checklist



	☰ Do's	☰ Dont's
1	Integrate environmental/climate considerations from the start	Don't treat sustainability as a tick-box
2	Engage small and medium enterprises (SMEs)	Don't exclude bidders with overly narrow criteria
3	Engage the market early to signal your green approach	Don't use labels without allowing equivalence
4	Encourage innovation via functional requirements	Don't use Life-Cycle Coasting without justification
5	Evaluate bids properly: Use Life-Cycle Coasting and base award criteria on environmental performance (MEAT)	Don't assume the market can deliver everything in a green way
6	Use recognized labels when appropriate	Don't ignore internal coordination
7	Include green contract performance clauses, remember review clauses	Don't overlook the contract phase including contract amendments