

# THE ADDRESS

## Green Purchasing Policy

The goal of this policy is to ensure that products and services purchased or contracted for will conform with the goals of our The Address Collective Environmental Policy.

We will strive, where feasible, to purchase environmentally preferable products and services that meet the company's needs.

Where possible, purchasing decisions shall favour:

- Products that reduce greenhouse gas emissions or are made with renewable energy.
- Products that reduce the use of chemicals that are hazardous to the environment and employee and public health.
- Products that contain the highest possible percentage of postconsumer recycled content
- Products that reduce air and water pollution
- Products that reduce waste
- Suppliers who strive to improve their environmental performance and provide environmentally preferable products, and who can document the supply-chain impacts of their efforts
- Reusable products
- Products that serve several functions (e.g., copier/printers, multipurpose cleaners) and reduce the overall number of products purchased
- Products that are recyclable or compostable
- Food purchasing will seek to use locally produced items with a commitment to declare the provenance of all main foodstuffs to the customer at point of sale.
- Products/Services that are available locally, regionally or nationally in preference for overseas products/services. Cost alone should not be the deciding factor.

Environmentally preferable products and services comparable to their standard counterparts in quality and price should receive purchasing preference.

In situations where environmentally preferable products are unavailable or impractical, secondary considerations should include the environmental management practices of suppliers and producers.

The purchase of environmentally preferable products is part of our long-term commitment to the environment. By sending a clear signal to producers and suppliers about this commitment, we hope to support wider adoption of environmentally preferable products and practices.

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Position: Commercial Manager

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