



# Two States Services, LLC

SHOPPING BAGS AND MORE

## Environmentally Preferable Purchasing (EPP) Plan

*Two States Services, LLC* - Environmentally Preferable Purchasing (EPP) plan is a strategic approach to select products and services that have a minimal negative impact on the environment. Here's our developmental framework:

### 1. Establish an EPP Team

- **Form a cross-functional team:** Involve representatives from procurement, sustainability, and other relevant departments.
- **Define roles and responsibilities:** Clearly outline the duties of each team member.
- **Set goals and objectives:** Establish clear, measurable goals for the EPP program.

### 2. Develop EPP Criteria

- **Identify key environmental factors:** Consider factors like energy efficiency, water conservation, reduced waste, and sustainable materials.
- **Establish evaluation criteria:** Develop a scoring system to evaluate products based on environmental performance.
- **Consider certifications and labels:** Prioritize products with recognized eco-labels like Energy Star, Green Seal, or Forest Stewardship Council (FSC).

### 3. Create a Product Catalog

- **Identify environmentally preferable products:** Research and identify products that meet the EPP criteria.
- **Create a centralized database:** Develop a database or catalog of approved environmentally preferable products.
- **Maintain the catalog:** Regularly update the catalog to reflect changes in product availability and environmental standards.

#### **4. Implement EPP Policies and Procedures**

- **Develop purchasing guidelines:** Create clear guidelines for purchasing agents to follow.
- **Train employees:** Educate employees about EPP and its benefits.
- **Monitor and evaluate:** Track the progress of the EPP program and make necessary adjustments.

#### **5. Engage with Suppliers**

- **Communicate EPP goals:** Share your organization's EPP goals with suppliers.
- **Encourage sustainable practices:** Work with suppliers to reduce their environmental impact.
- **Establish partnerships:** Collaborate with suppliers to develop innovative, environmentally friendly products.