ECONOMY · D2 PROCUREMENT · ATTRIBUTE ECO-04

Ethical & sustainable procurement

Whether the hotel checks how its suppliers treat people and the environment, and whether it prefers responsible ones.

HOW OFTEN	EVIDENCE	ENTERED BY	TYPE
Annually	Code of conduct / screening records	The property	Measured (%)

Why it matters

Much of a hotel's impact happens before goods arrive: on the farm, in the factory, in the laundry. By asking suppliers a few questions and favouring the better ones, a hotel spreads good practice well beyond its own walls.

How to do better

- Write a short statement of what you prefer to buy: local, certified, with less packaging.
- Ask your main suppliers a few simple questions about labour and environmental practice.
- Follow up with those who do not answer.
- Let suppliers know their answers affect who you buy from.

How to record it in Canoprise

1. Write a short purchasing policy and supplier code.
2. Send main suppliers a questionnaire or the code to sign.
3. Record the share screened and attach the responses.

What you enter

Ref	What to enter	How it is entered
ECO-04.1	**Suppliers screened for sustainability**	Percentage
ECO-04.2	Sustainable procurement policy	Document
ECO-04.3	Supplier code of conduct	Document
ECO-04.4	Suppliers eco-certified (n of N)	Count

Items marked “calculated for you” need no entry.

How it is scored

Measured. With the default settings it scores 100 at 80% and 0 at 0%, on a straight line between. Your group can set its own target and floor.

COMMON MISTAKE

Sending the questionnaire and never following up.

WHAT GOOD LOOKS LIKE

Most main suppliers screened, with responses on file and gaps followed up.

IF YOU ARE WORKING TOWARDS A CERTIFICATE

Certification schemes commonly ask for a written purchasing policy. Requirements differ between schemes and change over time, so check the one you are applying to.

Where it counts

Certification

- GSTC Hotel v4 A13: Procurement
- Green Key 6.1: Sustainable procurement policy
- Green Key 6.6: Half of suppliers eco-certified
- EarthCheck 1.2.5: Policy covers products and services (in part)

Reporting frameworks (referenced, not scored)

- GRI 308-1: Suppliers screened on environmental criteria (in part)
- GRI 414-1: Suppliers screened on social criteria (in part)
- CSRD S2: Workers in the value chain (in part)
- CSRD G1: Business conduct (in part)

Part of topic guide D2 Procurement, which covers the whole topic and lists the certification criteria it supports.