Checklist for evaluating socially and environmentally responsible procurement and innovation in public procurement

(can be used as an annex to the public procurement plan)

|  |  |  |
| --- | --- | --- |
| **Aspects of socially responsible public procurement (SRPP) or innovation, that can be taken into account in public procurement.** | **Consideration of the possibility of taking into account SRPP and innovation (YES / NO / IRRELEVANT)** | **What measures will be taken?****Alternatively, why did the contracting authority not use the SRPP or innovation aspect?** |
| Can people at a disadvantage in the labour market get a job as part of a public procurement? |  |  |
| Can new employees, especially those at a disadvantage in the labour market, acquire or improve their qualifications as part of a public procurement? Is it possible to organize excursions for schools or the public as part of a public procurement? |  |  |
| Is there an increased risk that, during the implementation of public procurement, there will be violation of the legal standard of working conditions according to the Labour Code, employment legislation, and occupational health and safety? Alternatively, is it relevant in the context of a public procurement to assess better working conditions of the people involved in the implementation beyond the statutory standard of working conditions? |  |  |
| Is there an increased risk that the implementation of a public procurement may lead to a breach of international conventions on human, social or labour rights, in particular the conventions of the International Labour Organization (ILO) listed in Annex X to Directive 2014/24/EU? |  |  |
| Can social enterprises provide the implementation of public procurement (or its part) or participate in the implementation as subcontractors? |  |  |
| Can SME implement the public procurement or part of it (or participate in implementation as subcontractors)? Is it appropriate to take measures to improve their access to participation in the public procurement? |  |  |
| Is there an increased risk of problematic relationships in the supply chain, especially for SME, such as late payment of invoices, illegal employment, breaches of occupational health and safety, and non-compliance with environmental legislation? |  |  |
| Is there an economically acceptable solution that will make it possible to obtain more environmentally-friendly implementation, in particular which will lead to a reduction in the consumption of energy, water, raw materials, production of pollutants released into the air, water and soil, carbon footprint reduction, etc.? |  |  |
| Is there an economically acceptable solution that will allow the use of renewable resources, recycled raw materials, waste reduction, consideration of life-cycle costs, or the involvement of other circular economy aspects? |  |  |
| Is there an economically acceptable solution for innovation, i.e. for the implementation of a new or significantly improved product, service or procedure related to the subject of the public procurement? |  |  |
| For further consideration |  |  |
| Is it appropriate to inform suppliers about the use of SRPP in a public procurement, for example in the form of preliminary market consultations, presentation of a public procurement plan, meet the buyer meetings, and technical training of suppliers? |  |  |
| Are there other significant risks or opportunities in terms of social responsibility or sustainability? |  |  |