



Espace québécois de concertation sur les
pratiques d'approvisionnement responsable

2019-2020 PROGRAM

Contribute to your organization's socio-economic development objectives.

Reducing the carbon footprint of your supply chain

Stimulate markets towards UN sustainable development goals


THROUGH SUSTAINABLE PROCUREMENT!


Objectives of the ECPAR network this year:

1. Increase purchases from social economy enterprises
2. Moving towards the actual calculation of total cost of ownership
3. Integrate Quebec and Canadian networks that aim at material circularity
4. Reduce GHG emissions for waste collection, snow removal and landscape maintenance services
5. Measuring progress and rewarding leaders through the **2020 SUSTAINABLE PROCUREMENT BAROMETER**

The 2019-20 program is part of the standard approach recommended by ECPAR for the implementation of sustainable procurement:



<p>Coaching</p>  <p>Get an analysis</p> <p>Choose one of these 4 options included with membership. Registration before December 31, 2019; coaching must take place before June 2020.</p>	<p>1. Diagnosis and recommendations for your sustainable procurement approach (2 hours)</p> <ul style="list-style-type: none"> • Answer to the questionnaire • Supplement to the questionnaire via ECPAR questions • Presentation of findings and recommendations to the teams to ensure progression
	<p>2. Monitoring of actions implemented and results, one year (minimum) after the coaching meeting (2 hours)</p>
	<p>3. Presentation of the sustainable procurement file to senior management or elected officials of your organization (1 hour)</p>
	<p>4. Animation of interdepartmental brainstorming sessions for the achievement of socioeconomic objectives or the calculation of total costs</p>

<p>Collaborative workshop</p>  <p>Acquire the right tools</p> <p>Registrations before October 20; first meeting week of the October 28, 2019</p> <p>The participation of 5 organizations is required to start a workcamp.</p> <p>Included with membership</p> <p>Projects: the members of the workshop define structuring projects with concrete objectives and targets, specify the dates of budget approvals in their organization in order to present the projects for counterpart - contribution to requests for funds.</p>	<p>1. Reduce at source and ensure the material circularity</p> <ul style="list-style-type: none"> • Validation and diffusion of the sustainable procurement criteria grid contributing to circularity - by products and services • Collaboration with the Recycling Council of Ontario (RCO) to harmonize the concepts of circular/sustainable procurement and identify common projects.
	<p>2. Increase purchases from social economy enterprises (SEEs)</p> <ul style="list-style-type: none"> • Presentation - promotion of the operational purchasing guide to SEEs • Training • Targets by category • Project: Adaptation of the guide for Canada
	<p>3. Ensuring the calculation of the total cost of ownership</p> <ul style="list-style-type: none"> • Formalization and diffusion of 4 new case studies • Training • Project: SME Cohort
	<p>4. Reduce GHG emissions</p> <ul style="list-style-type: none"> • Project: Strengthening the GHG emission reduction capacities of purchaser / SMEs that purchase/offer rolling stock or services involving the use of rolling stock • Ensuring market access for companies that propose an offering that reduces GHG emissions
	<p>5. Monitor and document progress and impacts</p> <ul style="list-style-type: none"> • Establishment of a pan-Canadian advisory committee of experienced practitioners for the implementation of Barometer 2020



Implement



Make Progress

Calendar of events and trainings 2019-2020

Events and Trainings

Annual general assembly

October 16, 2019, 9h30 am to 1 h30 pm

Location: Energir, 1717 du Havre Street in Montreal

ECPAR 2018-2019 Review and 2019-2020 Program, followed by:

Presentation of our Canadian partners for the realization/administration of the 2020 Barometer: Municipal Collaboration for Sustainable Procurement (MCSP), Ontario Public Buyers Association (OPBA), Canadian Business for Social Responsibility (CBSR) and Recycling Council of Ontario (RCO).

Lunch will be served

Sustainable Procurement Know-How

May 6, 2020 from 9:00 am to 4:00 pm

As part of the final year of its 2015-2020 strategic plan, ECPAR is inviting 10 of its members to present their approaches, progress and lessons learned. Participants will be invited to identify the 3 most inspiring practices.

One of these will be selected as a case study and illustrated in the 2020 edition of the Sustainable Procurement Barometer.

Manager's lunch conference (MLC)

Location: ECPAR's Offices or you assist online from your workstation.
Accessible by videoconference

- **November 28, 2019** Basing the purchase decision on price alone may cost more than you expect. The members of the Total Cost of Ownership (TCO) Workshop share their experience.
- **February 11, 2020** Status report on residual material management in Quebec, By RECYC-QUÉBEC
- **5 March 2020** Finally a guide to facilitate procurement from social economy enterprises. By ECPAR and Hydro-Québec

Supplier's lunch conference (SLC)

Location: Location: ECPAR's Offices or you assist online from your workstation

- **April 16, 2020** supply of social economy enterprises in 5 regions of Quebec, by economic sector. Presentation of 5 enterprises in 5 regions and 5 sectors

Happy Hours

Location: ECPAR's Offices (La Halte 24-7)

- **December 12, 2019: Happy Hours of the holiday seasons**
- **June 11, 2020: Sustainable Procurement Rally**

Trainings

10 inscriptions require to offer the training.

Consult our [website](#) for details of other training courses that are also available.

Total cost of ownership (TCO)

Quebec : to be confirmed
Montreal : to be confirmed

Demystifying sustainable procurement (Recommended for new members)

Montreal : January 30, 2020
Quebec: February 26, 2020

Use the new Operational Guide for Buying from Social Economy Enterprises to put your commitments into practice.

Montreal: April 16, 2020
Quebec: April 17, 2020

2019-2020 Price list

Activities	Description	Member rates (Taxes not included)	Non-Member rates (Taxes not included)	ECPAR Membership
RP Diagnosis	Fact sheet outlining your organization's level of maturity in sustainable procurement	Included with membership (once every 4 years)	49,95\$	500 \$ to 7500 \$ (See rates on the next page)
1. Coaching 2. Follow-up 3. Sustainable procurement - senior management or elected officials 4. Animation of interdepartmental brainstorming sessions	1. Presentation of the findings and recommendations following the RP Diagnosis (2-hour meeting) 2. Follow-up meeting on recommendations (after 6 months) (1 hour) 3. Sustainable procurement presentation to senior management or elected officials (standard presentation identical for all) (1 hour) 4. Promote exchanges between the acquisition teams and those of other departments to help achieve socio-economic objectives through purchasing or the calculation of total cost of ownership.	1 meeting of your choice. To be reserved before December 31, 2019	1 595 \$	
Standard courses (3 hours) (see details on the site)	Trainings - In the company (10 to 20 people) - At the ECPAR's offices	995 \$ 295 \$/person	1 395 \$ 395 \$/person	
Conference on standard training topics (1.5 h) (see details on the site)	Conference in companies or at public events	695\$	995\$	
Customized training	Depending on the needs	150\$/hour + preparation	200\$/hour + preparation	
Coaching ECPAR or expert consultant	Specialized support in sustainable procurement	150\$ to 200\$/hour	200\$ to 250\$/hour	
Lunch Conference	Sharing management expertise	Included with membership	45\$/person	
	Sustainable development information shared by purchasers with contractors	A minimum of 20 registrations is required to confirm one of these events		
Happy Hours	Social activities to get to know our members' facilities better	Included with membership	35\$/person	

Collaborative workshop	Participation in the worksite(s) and access to annual achievements	Included with membership	To be confirmed on a case-by-case basis	
Member area of the website	Access to tools, models, directories, contents of ECPAR workshops since 2008	Included with membership	5 000\$	
Annual general assembly (AGA)	Launching of the programming 18-19	Included with membership	On invitation	
Sustainable Procurement Know-How	One-day event showcasing Canadian know-how	<ul style="list-style-type: none"> - Included with the membership for the members of the workcamps - Others: registration before 30/03/19: 295\$ /person. 395\$ thereafter. 	<ul style="list-style-type: none"> - Registrations before 30/03/19: 395\$/person - 495\$ thereafter 	

ECPAR
Membership Fees
2019-2020

	Partner Members	
Number of employees	One-year membership	Rights
0 – 50	500\$	2 website access
51 – 100	1 000\$	
101 – 250	2 000\$	
251 – 500	3 000\$	5 website access Hour bank: 2 hours
501 – 1 000	4 000\$	
1 000 – 2 000	5 000\$	
2 001- 3 500	6 000\$	10 website access Hour bank: 4 hours
3 501– 5 000	7 000\$	
5 001 and +	7 500\$	
health and education institution	2 650\$	2 website access
	Stakeholder member	
Rights	Amount	
Access to the member section of the website depending on the number of employees	Depending on the number of employees according to the tariff above	
	Individual member	
Rights	Amount	
1 website access Access to workshop	200\$	
	Reduced tariff for events: 500\$ per person; 15\$ for 5 to 7	

Please confirm your registration for the 2019-20 program by completing the form at the following link