

GREENERGUEST

TOP TIPS FOR PURCHASING/PROCUREMENT



Reducing Plastic Throughout The Supply Chain

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Did you know that up to 40% of a hotel's plastic waste can come from packaging?

Follow our Purchasing Checklist to see if you're employing some or all of these tactics to reduce the amount of packaging your business is consuming.

- Walk around the stores areas of the hotel (dry stores, refrigerated and frozen storage, housekeeping stores, technical services stores and offices). Make a note of everything you see that is delivered in plastic packaging.
- Cross-check what you have found with the relevant Heads of Departments to be sure you haven't missed anything.
- Ask relevant Heads of Department what could realistically be delivered without plastic packaging. Be sure that any changes won't create food spoilage/waste, breakages or other issues.
- Identify the suppliers that currently deliver goods in plastic packaging.
- Contact suppliers to inform them of your objectives to reduce plastic and ask if they're willing to help you to reduce or eliminate unnecessary packaging, for example:
 - Could they deliver in returnable packaging e.g. crates for fruit, vegetables and salads?
 - Will they take back containers so that they can clean, sanitise and re-use them e.g. cleaning and swimming pool chemicals?
 - Do they or your staff already know of plastic free alternatives that are available locally or internationally?

- Is stock purchased automatically when supplies run low? **Approximately 15% of plastic waste is due to ordering habits.** Next time a product runs low, question whether it is needed at all before re-ordering.
- What items, if any, could be changed from individual to bulk purchases e.g. miniature shampoo/conditioner is replaced with refillable alternatives, staff drinking water is provided by returnable carafes rather than individual bottles.
- Can any changes potentially create financial savings as well as reducing waste? What is the Return on Investment if initial outlay is required?



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