ICT HARDWARE PROCUREMENT

1 Do you have a clear view of the organisational needs?
- Bring procurement in line with real ICT needs.

→ No

Identify the organisation's user profiles.
Definitions should be functional rather than technical.
- Functional: *Staff are able to communicate easily and have access to the Internet.*
- Technical: *20 smartphones with X GB internal storage capacity for 20 users.*

Yes ↓

2 Could circular use of devices already procured meet your needs?
- Focus on extension of lifespan & consider the circular options (share, reuse, repair, upgrade or refurbish).

→ Yes

E.g. laptop use for 3 more years = 28% reduction in costs (+3 years)



No ↓

3 Zero option: is procurement needed?
- The most responsible/greenest procurement = no procurement at all.

→ No

Yes ↓

4 Buy second hand or refurbished?
- This is also a financial gain.

→ Yes

Demand a guarantee period & proof of full-scale data wiping.

No ↓

5 Will you procure new fair and repairable ICT hardware?

→ Yes

Brands that produce fair & circular ICT: FairPhone / ShiftPhone / Nager IT.

Check the repairability of the devices using the iFixit Repairability Scores.

No ↓

6 Will you procure new hardware?
- Use your procurement policy to opt for sustainable products, circularity and a fair supply chain.

Yes ↓

1 Link your organization's strategic sustainability goals to procurement objectives for ICT hardware.

2 Try to integrate circular, environmental and social aspects in all specifications.

3 Discuss with (potential) suppliers the circularity, sustainability and violation of human rights throughout the chain.

4 Cluster the means for procurement and harmonise demand. E.g. through affiliation with Electronics Watch, use Type 1 ecolabels…

5 Learn by doing, participate in learning networks and exchange experiences.

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