



ICT managers' and procurers' guide for sustainable ICT

Suvi Sippola, Motiva Services Oy



ICT managers' and procurers' guide for sustainable ICT

Circular and Climate Friendly Public Procurements
– A Nordic Vision Project

INSIGHT FOR THE GUIDE HAVE GIVEN

Frederik Beyer, KOMBIT
William Bjørnstad, SKI
Marte Otterdal Drageset, DFØ
Johanna Brusquini,
Upphandlingsmyndigheten
Alice Dalsjø, Oslo Kommune
Adam Goslett, SKI
Kathleen McCaughey, Kammarkollegiet
Kerstin Roberts, Københavns kommune
Antti Sipilä, TIEKE
Suvi Sippola, Motiva
Gabriella Sydorw, Kammarkollegiet
Christian Tangene, DFØ
Joakim Thornéus,
Upphandlingsmyndigheten



KOMBIT



The Norwegian Agency
for Public and Financial Management



How was the ICT guide developed?



We organized discussions and workshops with Nordic public buyers (cities, centralized procuring organizations and procurement experts)

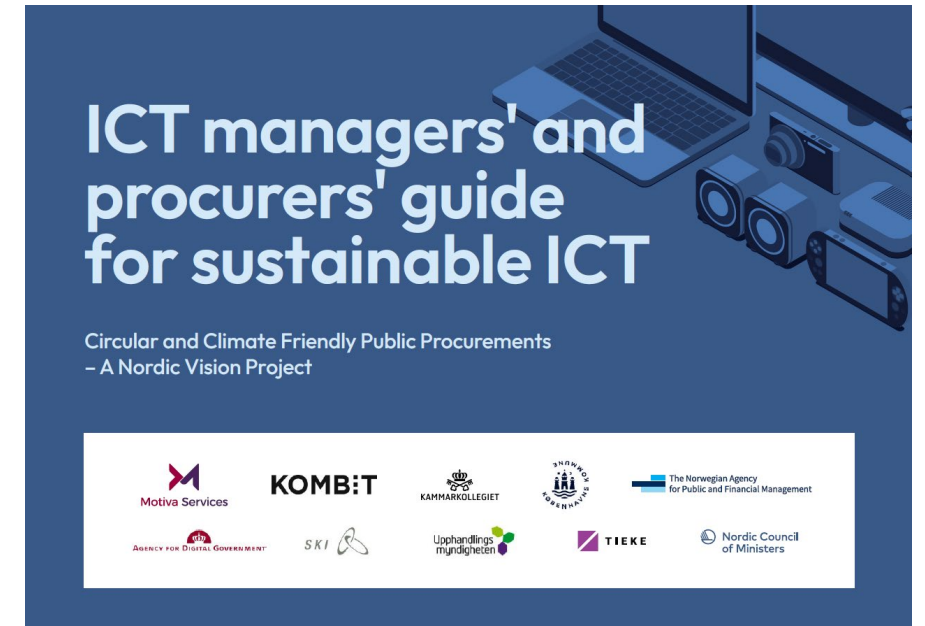
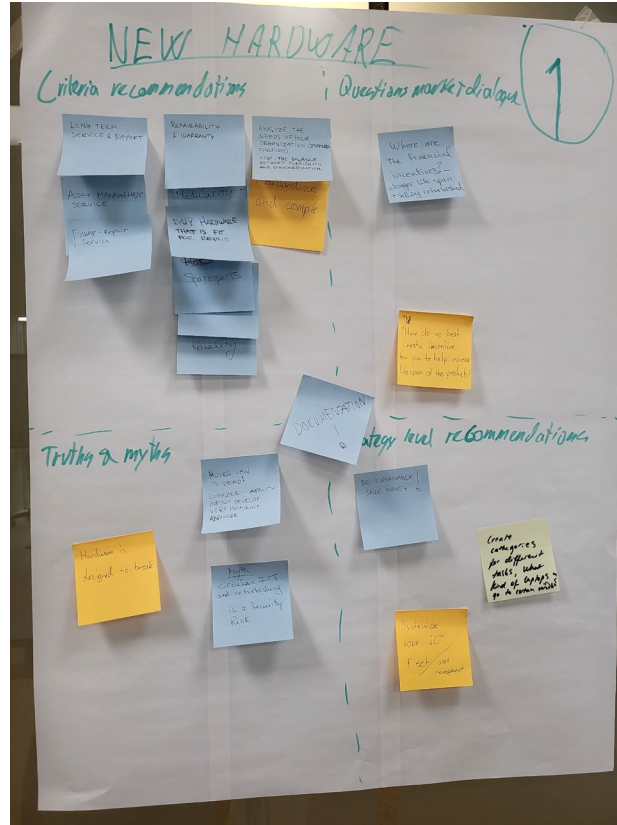


We met suppliers to understand more about the markets of used and refurbished hardware.

Foxway, 3StepIT and Inrego were interviewed at Copenhagen in June 2024.

How was the ICT guide developed?

“Wouldn't it be great to have everything we have learned in a useful format?”



Contents

Background of the guide	3
Why should we aim for a longer lifespan for ICT devices?	4
A more sustainable ICT fleet	5
How to create ICT strategies that work in practice?	6
Recommendations for creating and mobilizing a sustainable ICT strategy	7
ICT policy recommendations	8
Do it together with your personnel	9
TIPS for sustainable ICT procurements	10
Use criteria that enable a longer lifespan	11
Criteria tips for new hardware	12
Questions for market dialogue	13
Benefits of buying used or refurbished laptops and phones	14
Criteria tips when you procure refurbished and used laptops	15
Questions for market dialogue when procuring new or refurbished hardware	16
Data security of refurbished devices	17
Don't fall for these myths about used and refurbished ICT	18
When renting or leasing	19
Questions for market dialogue when renting or leasing	20

Two sections



- How to create ICT strategies that work in practice?
- Recommendations for creating and mobilizing a sustainable ICT strategy
- ICT policy recommendations



Tips and recommendations when you procure **new hardware, used or refurbished hardware or rent or lease**

- Criteria tips
- Questions for market dialogue
- Benefits of buying used or refurbished laptops and phones
- Data security of refurbished devices
- Myths and truths about used and refurbished ICT

Recommendations for creating and mobilizing a sustainable ICT strategy



Prepare

- Map and analyse your organization's ICT governance structure and ICT life cycles.
- Analyse the needs of your organization (different functions and tasks where hardware is being used).
- Find the balance between flexibility and standardization of devices.
- Set a goal for used/refurbished products' % share. emissions occur during their use.

Execute

- Identify key performance indicators for your ICT fleet's sustainability.
- Create an asset management system.
- Make it mandatory to ask for used goods from ICT suppliers first. New products can be a second option.
- Aim to facilitate a lifespan of six years for new laptops.
- Make sure that used devices are being returned and reused
- Make sure that used devices are repaired or refurbished for a second life or materials are being recycled.

Evaluate

- Measure and evaluate! If you don't measure your ICT fleet's sustainability performance, it's difficult to manage it.
- Keep track of the devices you buy, who uses them, how long they are being used
- Keep track of your KPI's and communicate how your organization is doing.

Why should we aim for a longer lifespan for ICT devices?

1

To decrease CO₂ emissions

Approximately 70-90%* of the carbon dioxide emissions from ICT devices are generated during their production and transportation, while only 30-10%* of emissions occur during their use.



2

To act in a socially and environmentally responsible manner

The manufacturing of ICT devices requires non-renewable mining minerals, which are increasingly needed to facilitate the green transition, especially to produce necessary batteries. The mining of these minerals involves significant environmental issues and human rights concerns.



3

To produce less e-waste

Electronic waste (e-waste) is the fastest-growing waste stream globally. E-waste recyclability is currently not optimally supported and utilized.



4

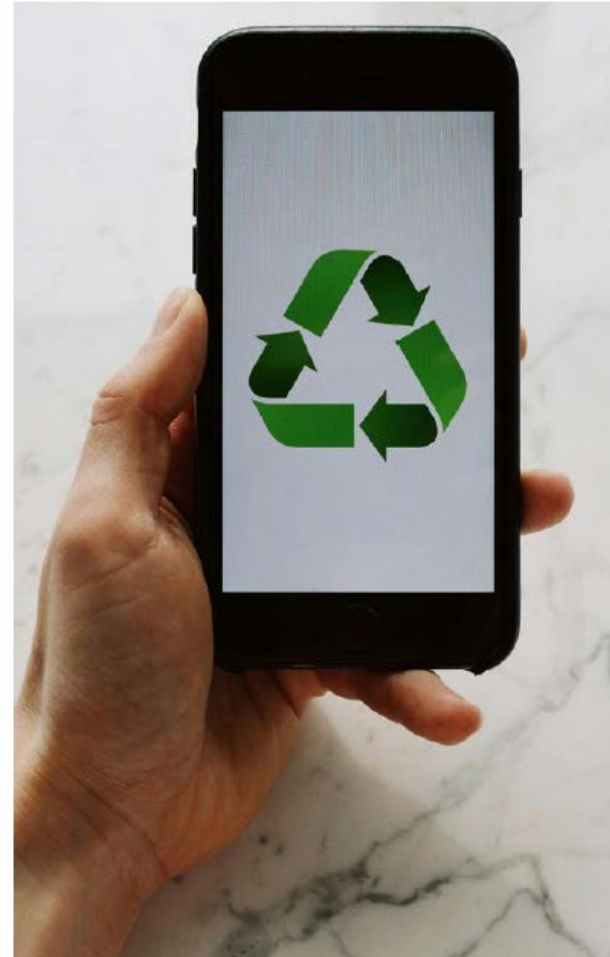
To save money



Benefits of buying used or refurbished laptops and phones

- It saves money.
- It reduces CO₂ emissions.
- It reduces the need to mine depleting minerals that also entail human rights risks.
- It reduces e-waste.
- In many cases you could even get better quality per spent euro compared to procuring new devices.

- Define a target for the portion of used or refurbished devices that will be bought.
- Refurbished devices are cleaned , data wiped and often look like new devices.
- Many user groups might even prefer used devices, if they know about their environmental benefits. Communicate the environmental advantages.



Criteria tips for new hardware

When procuring new hardware, longer lifespan for the products can be enabled by prioritizing:

1 Quality

- Battery longevity
- Robustness and quality

2 Warranties

3 Ability to replace and update products/parts

- Long term support and service
- Swap-repair service
- Repairability
- Modularity
- Availability of spare parts

4 Other sustainability aspects

- LCA Life Cycle assessment based on ISO 14040/14044 - > This information can be used to report sustainability of your ICT fleet, but not to compare products in the procurement phase.
- Code of conduct and due diligence.
- Certificates such as TCO Certified, EPEAT, Blue Angel, Energy Star, etc.
- Requiring reasonable lead times for the delivery of your hardware will help you to reduce CO₂ emissions from transportation, as well as reduce risks of excessive overtime in the supply chains.

More specific sustainability criteria for ICT procurements can be found

- Finland: www.kriteeripankki.fi
- Norway: <https://kriterieveiviseren.anskaffelser.no/>
- Sweden: www.upphandlingsmyndigheten.se/kriterier/

Questions for market dialogue when renting or leasing



- In which ways do the suppliers promote long lifespan for the products?
- Do they offer refurbished hardware?
- What kind of processes do the suppliers have for recycling parts and materials of used hardware?
- Are the raw materials for the equipment sourced in a fair and ethical manner? If so, how? Are there routines and processes to abide by OECD guidelines?
- Do the suppliers offer ICT equipment that include recycled parts or recycled materials? How much?

Where can I find it?

Project site on DFØ's website:

<https://anskaffelser.no/en/english/ccfpp/circular-ict>

Motiva's website:

<https://www.motiva.fi/ajankohtaista/julkaisut/hankinnat>

Kriteeripankki.fi - > Choose product category computers and screens, or use direct link: <https://kriteeripankki.fi/fi/node/531>

We will send the guide for all registered participants of this webinar!

Thank You!
Suvi Sippola, Motiva Oy

 @MotivaOy



www.motiva.fi