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Guideline on "IT" (Supplier)

(valid from 01.01.2017)

1. Introduction

The product-specific guideline on "IT" supplements Swiss Olympic's "Sustainable Procurement" strategy and is compulsory for the purchase of the relevant products. It defines the aims and terms of reference of Swiss Olympic for the procurement of IT (computers, notebooks, screens / monitors and printers). The guideline is, as a rule, updated annually and can be consulted by the public. For a better overview, the customary abbreviations are used for standards and certificates. Explanations of the standards and certificates can be found on the Websites of "Labelinfo Schweiz" (label info Switzerland) and "Kompass Nachhaltigkeit" (sustainability compass)¹. In principle, IT products are ordered exclusively through the IT Department. If, by way of exception, an order is placed through another department, the IT Department must always be informed.

2. Aims

For the procurement of IT products, Swiss Olympic observes the social welfare and ecological conditions along the whole production chain according to the stipulations of the "Sustainable Procurement" strategy. In doing so, Swiss Olympic is guided by independent labels, certificates and initiatives regarding standards, which enjoy a high degree of credibility among State, industry and civil society stakeholders.

3. Terms of reference

When choosing equipment, the purchaser of IT for Swiss Olympic must ensure that the conditions listed here are met. **A necessary condition of acceptance of a bid is that all criteria marked with an "M" ('must' or mandatory) are fulfilled.** It is not essential for criteria marked "S" ('should' or ideal/target) to be fulfilled. However, this would be desirable from an ethical point of view.

Swiss Olympic may accept alternatives to the required criteria if they can be shown to be of equal value to these criteria.

4. Products concerned

The IT Guideline applies exclusively to computers, servers, notebooks, screens and printers/multifunctional devices²:

Firm	
Products	

Part A: Social welfare standards		Met?	M/S ³
A1: ILO Core Labour Standards / Multi-Stakeholder Initiative	<p>The supplier</p> <p><input type="checkbox"/> is a member of the Electronic Industry Citizenship Coalition (EICC)⁴</p> <p>Or <input type="checkbox"/> is a member of a Multi-Stakeholder Initiative (Fair Labor Association (FLA) or Ethical Trade Initiative (ETI))⁵</p> <p>Or <input type="checkbox"/> undertakes to comply with the 8 ILO Core Labour Standards⁶ and with ILO 1 (Hours of Work) and ILO 155 (Occupational Safety and Health) (written confirmation necessary) along with the whole supply chain.</p> <p>Or <input type="checkbox"/> The product is TCO certified</p>	<input type="checkbox"/>	M
A2: Conflict raw materials	<p>Membership of an initiative⁷ that deals with the subject (e.g. Public Private Alliance for Responsible Minerals Trade (PPA), Solutions for Hope (SfH), Conflict Free Tin Initiative (CFTI), Electronics Watch)</p>	<input type="checkbox"/>	S

Part B: Ecological standards			
B1: Energy efficiency	<p>The product bears the "Energy Star" label. Ideally, this is the latest Energy Star label.</p>	<input type="checkbox"/>	M
B2: Equipment guarantee	<p>The equipment is expected to last at least 3 years or has a guarantee of at least 3 years.</p>	<input type="checkbox"/>	M
B3: Energy efficiency	<p>The follow-up model is, in at least two criteria (idle mode, standby mode, sleep mode, ETEC), more energy efficient than its predecessor or, in all criteria, at least as energy efficient as the latter.</p>	<input type="checkbox"/>	S
B4: Environmental criteria	<p>The equipment is certified with the following label⁸:</p> <p><input type="checkbox"/> Blauer Engel (Blue Angel)</p> <p><input type="checkbox"/> Nordic Ecolabel</p> <p><input type="checkbox"/> TCO</p> <p><input type="checkbox"/> EPEAT</p> <p><input type="checkbox"/> EU Ecolabel</p> <p><input type="checkbox"/> Listed on topten.ch</p>	<input type="checkbox"/>	S
B5: Total cost calculation	<p>For the assessment of offers for electronic equipment, a total cost calculation⁹ for prices is used. This contains the acquisition price including the energy costs during an average life cycle of five years.</p>	<input type="checkbox"/>	S

Confirmation

I hereby confirm that all the details provided herein are complete and truthful.

Date:

Name:

Signature (purchaser)

5. End notes

¹ Information in German/French: <http://labelinfo.ch> and in English: <http://www.kompass-nachhaltigkeit.ch>.

² The products are based on the "Energy Star" data bank (www.energystar.ch). If this data bank is added to, Swiss Olympic reserves the right to add other products to its list.

³M='must' or mandatory, S='should' or ideal / target

⁴ List of members at: http://www.eicc.info/about_us05.shtml.

⁵ Action according to *Best practice*.

⁶ Can be accessed at: http://www.ilo.org/global/about-the-ilo/newsroom/news/WCMS_180253/lang--en/index.htm

⁷List of members at: <http://www.resolv.org/site-ppa/participation/>, <http://solutions-network.org/> and <http://electronicswatch.org>

⁸ Labels for IT-Produkte

Label	Energy Star	Blauer Engel	TCO-certified	EPEAT
General tips	Energy Star data bank	In each case, please click on RAL-UZxx for more information about the standard. You will also find suppliers there.	TCO data bank	EPEAT data bank (Gold, Silver, Bronze)
Desktop Computers	Numerous suppliers	RAL-UZ 78a 3 suppliers (5.9.2014)	TCO-certified Desktops 4 Alternative: TCO-certified Desktops 3	Numerous suppliers
Notebooks	Numerous suppliers	RAL-UZ 78d 0 licences, 0 suppliers (5.9.2014)	TCO-certified Notebooks 4 Alternative: TCO-certified Edge Notebooks TCO-certified Notebooks 3	Numerous suppliers
Notebooks / Tablets	Numerous suppliers	RAL-UZ 135 0 licences, 0 suppliers (5.9.2014)	TCO-certified Tablets 1	Numerous suppliers
Monitors	Numerous suppliers	RAL-UZ 78c 0 licences, 1 suppliers (5.9.2014)	TCO-certified Displays 4 / 5 / 6 TCO-certified Edge Displays	Numerous suppliers
Printers and printing equipment	Numerous suppliers	RAL-UZ 171 1083 licences, 23 suppliers (5.9.2014)	-	-

⁹ www.epa.gov/sites/production/files/fec/resources/tco_tool.xlsx