



DE&S SAFETY AND ENVIRONMENTAL BULLETIN (SEB)

Serial Number: SEB 061

Keeping our Safety and Environmental Practitioners informed

ASEMS Sustainable Procurement Content Update	
When it takes effect:	Immediately
Valid for:	Until rescinded
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Description

This SEB details updates within the Acquisition Safety and Environmental Systems (ASEMS), which have been undertaken to reflect the up-issued Sustainable Procurement Guide.

1. The updated [Sustainable Procurement Guide](#) was re-published in December 2023 to provide an updated introduction to sustainable procurement in Defence Acquisition. The guide outlines definitions and benefits of sustainable procurement, including roles for developing and implementing a sustainable procurement approach.
2. Further information on sustainable procurement approaches outside of the guide can be found within [Knowledge in Defence \(KiD\) portal](#).

Guidance updates

3. In reflection of the published guide and to remove links to the obsolete sustainable procurement toolkit, a small number of updates have been undertaken in ASEMS Part 2 within Project Oriented Environmental Management System (POEMS) and guidance manual. Furthermore, minor updates were made to supporting documentation page.
4. A full breakdown of the updates is detailed in Annex A – ASEMS Updates.

Actions to be taken

5. For cascading as appropriate.

Released under the Authority of

Michael Brown
DES EngSfty-QSEP-EP SA-TL

Annex A – ASEMS Updates

Section	Para #	Superseded Wording	Extant Wording
EMP01. Environmental Management Plan			
1.1. Overview	1.1.0.4.	<p>Where relevant and proportional, a Sustainable Procurement Plan (SPP) shall be developed. The development of a SPP will be of most benefit during the Concept, Assessment and Design phases but can also be usefully employed through life at strategic points such as a refit. The Sustainable Procurement Guide [2] and Toolkit [3]; provide guidance and support tools. The Sustainable Procurement Plan is detailed at <u>Step 1 of the Sustainable Procurement Toolkit</u>.</p>	<p>Where relevant and proportional, a Sustainable Procurement Plan (SPP) shall be developed. The development of a SPP will be of most benefit during the Concept, Assessment and Design phases but can also be usefully employed through life at strategic points such as a refit. The Sustainable Procurement Guide [2] and Toolkit [3]; provide guidance and support tools. The Sustainable Procurement Plan is detailed at <u>Step 1 of the Sustainable Procurement Toolkit</u>.</p> <p>The Environmental Management Plan should detail the Sustainable Procurement requirements and planned activities relevant to the project, which will be most relevant during the Concept, Assessment and Demonstration phases, but can also be usefully employed through life at strategic points such as a refit. The Sustainable Procurement Guide [2] and the Commercial Helpdesk provide guidance and support tools.</p>

Section	Para #	Superseded Wording	Extant Wording
1.2. General	1.2.1.2.	<p>The EMP shall contain (where relevant to lifecycle stage):</p> <ul style="list-style-type: none"> a. A Product, System or Service Description; b. Concept of use, operation and operating environment; c. A description of the Delivery Team and structure; d. Relationship with other systems; e. Summary of anticipated and/or actual legal compliance arguments, exemptions / derogations; f. Reference to the Environmental Policy to be met; g. Stakeholders; h. Anticipated and/or actual significant environmental aspects; i. Outline approach to anticipated aspects including objectives and targets and communications; j. Environmental responsibilities; k. Interface with other business systems/processes; l. Considerations to be embedded within the procurement process (link to significant environmental aspects); m. Key environmental management milestones; n. Assurance regimes; o. Resources required; p. Competence and SQEP; q. Other pertinent information. 	<p>The EMP shall contain (where relevant to lifecycle stage):</p> <ul style="list-style-type: none"> a. A Product, System or Service Description; b. Concept of use, operation and operating environment; c. A description of the Delivery Team and structure; d. Relationship with other systems; e. Summary of anticipated and/or actual legal compliance arguments, exemptions / derogations; f. Reference to the Environmental Policy to be met; g. Stakeholders; h. Anticipated and/or actual significant environmental aspects; i. Outline approach to anticipated aspects including objectives and targets and communications; j. Environmental responsibilities; k. Interface with other business systems/processes; l. Considerations to be embedded within the procurement process (link to significant environmental aspects and commercial activities, such as requirement setting and supplier selection criteria); m. Key environmental management milestones; n. Assurance regimes; o. Resources required; p. Competence and SQEP; q. Other pertinent information.

Section	Para #	Superseded Wording	Extant Wording
1.6. Required Outputs	1.6.0.1.	<p>Conformance should be demonstrated by completing one of the following outputs:</p> <ul style="list-style-type: none"> a. A standalone EMP; b. A combined Safety and Environmental Management Plan; c. A Sustainability Management Plan; d. Incorporation of EMP01 requirements into a strategic project plan. 	<p>Conformance should be demonstrated by completing one of the following outputs:</p> <ul style="list-style-type: none"> a. A standalone EMP; b. A combined Safety and Environmental Management Plan; c. A Sustainability Management Plan; dc. Incorporation of EMP01 requirements into a strategic project plan.
1.7. Sustainability and Sustainable Procurement	1.7.0.1.	<p>The POEMS performs a crucial role in ensuring that the MOD meets the environmental considerations of sustainable development and sustainable procurement. Equally, sustainable development and sustainable procurement activity will enhance the POEMS activities. For example, the outputs of a POEMS assessment undertaken during the “Concept” lifecycle stage can inform sustainable procurement activity and consequently eliminate or reduce anticipated environmental impacts within the procurement cycle (targeted contract management and enhanced design options etc.).</p>	<p>The POEMS performs a crucial role in ensuring that the MOD meets the environmental considerations of sustainable development and sustainable procurement. Equally, sustainable development and sustainable procurement activity will enhance the POEMS activities. For example, the outputs of a POEMS assessment undertaken during the “Concept” lifecycle stage can inform sustainable procurement activity and consequently eliminate or reduce anticipated environmental impacts within the procurement cycle (targeted contract management and enhanced design options etc.). The Sustainable Procurement Guide [2] and the Commercial Helpdesk provide guidance and support tools.</p>
1.7.1. Aligning Safety and Environment			1. 87.1. Aligning Safety and Environment
EMP02. Stakeholder Communications			
2.2.2. Step 2: Produce Communications Plan	2.2.2.3.	<p>Where the communications plan is expanded to include the procurement process, this should be reflected within the sustainable procurement plan.</p>	<p>Where the communications plan is expanded to include the procurement process, this should be reflected within the Environmental Management Plan (EMP01) sustainable procurement plan.</p>

Section	Para #	Superseded Wording	Extant Wording
	2.2.2.4.	The Process Maps [3] will assist and the Sustainable Procurement Guide [4] and Toolkit [5]; provide guidance and support tools.	<i>Deleted</i>
EMP03. Standards Identification and Demonstration of Compliance			
3.2.1. Step 1: Identify Environmental Standards and their Requirements	3.2.1.4.	<p>When identifying environmental compliance obligations consideration shall be given to future environmental legislation within the boundaries of the project. Operating Centres and Defence Regulators can be a useful source of information as can a number of external environmental legislation update services.</p> <p>The Sustainable Procurement Guide [4] and Toolkit [5]; can assist with identifying legislation related to wider sustainability matters that will be relevant to the PSS.</p>	<p>When identifying environmental compliance obligations consideration shall be given to future environmental legislation within the boundaries of the project. Operating Centres and Defence Regulators can be a useful source of information as can a number of external environmental legislation update services.</p> <p>The Sustainable Procurement Guide [4] and Toolkit [5]; can assist with identifying legislation related to wider sustainability matters that will be relevant to the PSS.</p>

Section	Para #	Superseded Wording	Extant Wording
EMP09. Continuous Review			
9.3 Procedure	9.3.0.11.	<p>If a change is identified as required to a procedure output which is also a controlled document then this must be completed and recorded by following GMP04 Document and Record Control [4]</p> <p>In addition to continual improvement of environmental management processes, EMP09 provides an opportunity for sustainable procurement learning from experience capture and sharing.</p> <p>It is the communication of this experience that will enable continual improvement for the project and inspire similar acquisition programmes to build upon known success and avoid pit falls.</p> <p>Learning from experience is Step 5 of the Sustainable Procurement Toolkit [5].</p>	<p>If a change is identified as required to a procedure output which is also a controlled document then this must be completed and recorded by following GMP04 Document and Record Control [4]</p> <p>In addition to continual improvement of environmental management processes, EMP09 provides an opportunity for sustainable procurement learning from experience capture and sharing.</p> <p>It is the communication of this experience that will enable continual improvement for the project and inspire similar acquisition programmes to build upon known success and avoid pit falls.</p> <p>Learning from experience is Step 5 of the Sustainable Procurement Toolkit [5].</p>

Section	Para #	Superseded Wording	Extant Wording
ASEMS Part 2 – Guidance Manual			
3. The Acquisition Lifecycle	3.0.3.1.	<p>The POEMS performs a crucial role in ensuring that the MOD meets its sustainable development and sustainable procurement goals. Equally, sustainable development and sustainable procurement activity will enhance the POEMS activities. For example, the outputs of a POEMS assessment undertaken during the “Concept” lifecycle stage can inform sustainable procurement activity and consequently eliminate or reduce anticipated environmental impacts within the procurement cycle (targeted contract management and enhanced design options etc.).</p> <p>For further information and tools relating to sustainable development and sustainable procurement please refer to the Green Book [1].</p>	<p>The POEMS performs a crucial role in ensuring that the MOD meets the environmental considerations of its sustainable development and sustainable procurement goals. Equally, sustainable development and sustainable procurement activity will enhance the POEMS activities. For example, the outputs of a POEMS assessment undertaken during the “Concept” lifecycle stage can inform sustainable procurement activity and consequently eliminate or reduce anticipated environmental impacts within the procurement cycle (targeted contract management and enhanced design options etc.).</p> <p>For further information and tools relating to sustainable development and sustainable procurement please refer to the Green Book [1] and the MOD Commercial Helpdesk. Guidance on the MOD commercial processes for sustainable procurement should be sought from the Commercial Toolkit and in particular the Sustainable Procurement Commercial Policy Statement on KiD.</p>

Section	Para #	Superseded Wording	Extant Wording
ASEMS Supporting Documentation			
<p>An Introduction to Sustainable Procurement in DE&S Acquisition</p>		<p>The Sustainable Procurement tool kit is for high level screening and is designed to make it easier to add sustainability content such as material security and resource efficiency into contract requirements and safety and environmental management plans under the ASEMS. The SP introductory booklet (part 1) and the SP tool kit (part 2) are intended to be read together to inform the new SP risk and opportunity assessment that has been incorporated into the supplementary section on the bottom of the Environmental Features Matrix.</p> <p>Part 1 - Sustainable Procurement (SP) Guide - An Introduction to Sustainable Procurement in Defence Acquisition [9]</p> <p>Part 2 - Sustainable Procurement Tool [10]</p>	<p>The Sustainable Procurement tool kit is for high level screening and is designed to make it easier to add sustainability content such as material security and resource efficiency into contract requirements and safety and environmental management plans under the ASEMS. The SP introductory booklet (part 1) and the SP tool kit (part 2) are intended to be read together to inform the new SP risk and opportunity assessment that has been incorporated into the supplementary section on the bottom of the Environmental Features Matrix.</p> <p>Further guidance and support can be found in the Part 1 - Sustainable Procurement (SP) Guide - An Introduction to Sustainable Procurement in Defence Acquisition [9]</p> <p>Part 2 - Sustainable Procurement Tool [10]</p>