GPN Guidelines and Database

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GPN Green Purchasing Network
グリーン購入ネットワーク ®

15 Purchasing Guideline Categories

~ 14 Databases (except Printing Service)

Printing/Copying Papers   Motorcars

Stationery/Office supplies   Lighting Apparatus

Office Furniture   Uniforms/Work

wear

Personal Computers   Printing Service

Refrigerators   Hotels/Inns

Air Conditioners

TV Sets

Washing Machines

Toilet/Tissue Paper

Copiers, Printers and Facsimile Machines

Characteristics of GPN Guidelines

- **Purchasing Guidelines for Key Categories to be covered by Green Purchasing**
- **Focus on important aspects (Max 10 aspects) after various environmental aspects within lifecycle considered**
- **Not Standards, but Guidelines showing directions/view points for consideration**
- **Provide information together with GPN Database**
- **Revised in response to changes of social conditions or current knowledge (Within 5 years)**
- **Covered aspects that are not covered by Eco-labels**
- **Used both by Purchasers (as purchasing guidelines) and Manufacturers (as guidelines for R&D or Sales**

Two kinds of Aspects Covered by the GPN Guidelines

Guidelines

For substance for which any action has been or is to be made because its harmful effect has been recognized by laws or international agreements.

Information Requirements

For substance which does not meet the above criteria but is covered by eco-labels or PRTR or attracts so broad interest that manufacturers are making efforts for substitution or reduction.

? Provide information on usage/emission and let the purchaser make a judgment

e.g.）Usage of PVCs? Sources of raw material for pulp (for papers)

Consensus Building Procedure for Developing Each GPN Guideline

User-side Companies

Governmental Organizations

Consumer Groups/ Environmental NGOs

Manufacturers Distributors
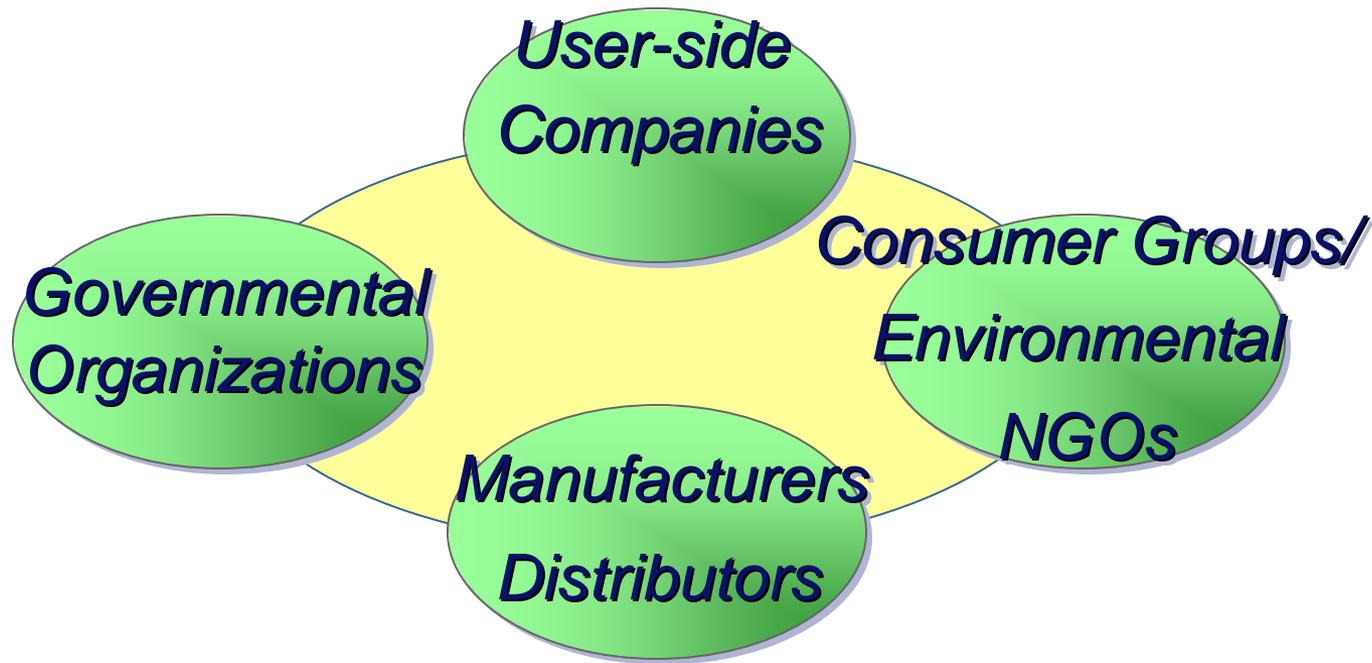
Roundtable Meeting with Various Stakeholders

- ・ Share the latest information（ fill in the information gaps）
- ・ Compare Purchasers' Needs and Manufacturers' Efforts

Guideline Making Process

Technical Information Committee (TIC) selects category

Proposal by Secretariat

Discussed by Task Group(TG)

（ openly recruited among GPN members; manufacturers, consumers, local governments, purchasing companies,etc. ）

6~ 8 meetings Make TG Draft

Publish the First Draft authorized by TIC

Accepts Public Comments

Publicized for about one month incl. media

The Final Draft approved by TIC

Reflect Comments

Guideline approved by Council

Drawing-up/Revision of Guidelines

Internal Procedure for Revision established

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Drawing-up	OA Papers, Copiers	Toilet/ tissue Papers, PCs	Refrigerators, Stationery, Washing mach. Lighting	Motorcars, Air-conditioners, Furniture	TV, Uniform	Printing service	Hotels			Toilet, Parcel Delivery, Food	
Revision			PCs		Copiers		OA papers, Stationery	Toilet/ Tissue Papers	Copiers, PCs Refrigerators. Air-conditioners. TV, Furniture	Lighting, Motercar, Papers, Hotel, Copying Papers, Uniform	Printing service

Considerations for Selecting GL Categories

When selecting categories for new purchasing guidelines, the following issues are taken into account.

(1) Whether the product/service is widely used

(2) Whether environmental burdens of the product/service are large, and significant reduction can be expected by drawing up the guideline

(3) Whether users (organizations or individuals) request guidelines or information provision

Other considerations;

- Appropriately limited number of kinds of products/services to be covered by one guideline

- Products/services that are not common currently but expected to be widely used in the future

Discussion Points in Drafting Guidelines

- **Harmonization with existing law, regulation, standards, eco-label criteria**
- **Environmental Impact**
- **Potential for reducing environmental burden**
- **"Trade-off" relations among environmental burdens**
- **Selectivity among current market**
- **Possibility for technical development**
- **Balance with cost, safety, quality, etc.**
- **Social Interest**

Intend to make feasible guidelines in advance of the time

TG Members

(1) TG consists of GPN members and advisors

(2) 5~ 20 entities in total

(3) At least one entity from each of the three kinds, i.e. NGOs/other private organizations, governments, corporations

(4) Manufacturers or retailers of the product/services shouldn't hold majority of the TG members.

(5) At least one GPN council body participates in the TG.

(6) The TG Leader should be selected from GPN council bodies.

(7) In principle. Members are fixed from beginning to end. When necessary, the TG Leader can ask additional organization to join afterward.

Forming Process and Roles of TGs

Forming Process of TGs

(1)   Inform all the members of GPN to recruit TG members

(2)   TG members agrees to (a) share workloads needed to make guidelines

(b) bear any necessary cost (e.g. transportation cost)

(3)   Technical Information Committee considers conditions set for TG membership structure and determines TG members

Roles of TGs

(1)   Draw-up the Guideline

Prepare a draft guideline to propose to the Technical Information Committee

(2)   Prepare background notes for the Guideline

(3)   Prepare a Draft Format for Database

TG Process/Schedule

(1) Meeting schedule – flexible, but normally once a month

(2) If appropriate, conduct interviews, surveys, site visits, etc.

(3) Prepare a TG draft in 6-8 months (after 6-8 meetings)

(4) Try to reach an unanimous consensus. If it is not possible, the Technical Information Committee will makes a final decision.

Suggested Schedule

1st meeting	Confirm tasks and review existing documents
2nd~ 3rd meeting	List up issues and get a picture of current status
	(Conduct surveys on manufactures if necessary)
3rd~ 7th meeting	Work on a draft guideline/ conduct surveys
7th~ 8th meeting	Finalize the TG draft

Disclosure of Information from TG

•Meeting materials, minutes, and list of members are to be disclosed upon request from the GPN member.

•If any GPN member is to provide above information to general public via media etc, the member should inform the GPN secretariat in advance.

•In case that disclosing some of the information submitted for TG may cause any problems, the TG leader can decide such information has to be available only for the

Revision of Guidelines

Guidelines are revised in response to changes of social conditions etc., based on the following rules and considerations.

1. Revision rule

    The Technical Information Committee (TIC) examines necessity of revision for every Guideline every year.

2. Considerations for revision

    TIC considers the following issues.

   (1) Changes in the market

   (2) Needs for revision

   (3) Compatibility with other guidelines

   (4) Timeframe –whether a certain time(5 years) has passed since the drawing-up or the last revision of the guideline

3. Procedures for revision

    Basically follow the process of drawing up a new guideline.

    TIC examines each revision and the Council approves it.

For broad acceptance of Guidelines

(1)   Press releases must be sent to relevant industry media as well as general media so that the new or revised guideline can be well-known in relevant industry.

(2)   Seminars are held for GPN members to encourage them as product users to utilize the guideline with sufficient understanding of key issues.

Seminars held so far

May 2005   Motorcar/Lighting
March 2004   Home electronics/Office furniture/PCs
September   Printing papers/Printing services/Stationery

? In addition to above, key issues of the guidelines are explained at the Green Purchasing Training Course (Basic).

Product/Service Info. Offered by GPN Web

500,000 PV Per month

Database: More than 10,000 prod. Info. for 16 categories

Plaza: 400 info for various prods/svcs

Provides Info on 20,000 product items conforming to the GP law   (on behalf of MOE)

Ecochallenge: Info.on 280 Hotels/Inns

GPN
グリーン購

グリーン購入ネットワーク - Microsoft Internet Explorer

ファイル(F)　編集(E)　表

アドレス(D) http://www

戻る　　　進む

G P N Database
To compare Environmental Performance of Products
- Redesigned in July 2004-

グリーン購入のための
GPNデータベース
Green Purchasing Network Database System

商品登録について　　購入ガイドラインについて　　問合せ

最終更新日 : 04/06/30

掲載製品分野一覧

印刷・情報用紙
Printing / Copying Papers

コピー機
Copiers

プリンタ・ファクシミリ
Printers, Facsimile Machines

トイレットペーパ
Toilet Paper

ティッシュペーパー
Tissue Paper

電子計算機（パソコン等）
Personal Computers

冷蔵庫
Refrigerators

文具・事務用品
Stationary and Office Supplies

洗濯機
Washing Machines

照明器具
Lighting Apparatus

ランプ・蛍光管
Lamps

トピックス

▶ 04/06/30　GPNデータベースをプレオープン
※サイトの操作性に関するご意見・ご要望を
GPN事務局までお寄せください。

▶ 04/06/30　【紙原料の森林の保護・活用】セミナー（GPN）
を開催（07/12）

▶ 04/06/30　商品情報を更新

▶ 04/06/09　グリーン購入法特定調達品目に関する提案募
集を開始（～07/09）

▶ 04/05/20　低排出ガス認定自動車情報を更新（国交省）

▶ 04/05/14　低公害車普及促進対策費補助制度のページを
更新（国交省）

▶ 04/05/01　省エネラベリング制度（省エネセンター）の対
象にパソコンを追加

このサイトの使い方

ご覧になりたい製品分野、分類を選択することで、該当するカテゴリに

お役立ちメモ

■低排出ガス車認定制度
国土交通省では、自動車排出ガス規制値（環境省）
を元に00年4月から「低排出ガス車認定制度」を実施
しています。03年10月からガソリン・LPG車の新たな
排ガス規制値（H17年規制値）に対応した低排出ガ
ス車の認定制度を導入しています。認定車の情報
はGPNデータベースで情報提供しているほか、国交
省のホームページでも公開されています。

サイトの特徴

▶ 本データベースは、グリーン購入の推進に資する
ため、GPNのグリーン購入ガイドラインに則した項目
に関する製品の環境情報、グリーン購入法の判断
基準への適合、価格、基本性能などについて、製品
の画像とともに詳細な情報を提供するものです。

▶ 本データベースに掲載している製品は、製造事業

▶ グリーン購入ネットワーク(GPN)
グリーン購入の取り組みを促進するために 96 年 2

Data for 11,000 products from over 700 companies
Easy to compare the data of similar products

インターネット

ファイル(F)　編集(E)　表示(V)　お気に入り(A)　ツール(T)　ヘルプ(H)

アドレス(D)　http://www.gpn.jp/

Product List
Can be searched for
Product (Vertical axis)
Aspect(Horizontal axis)

項目説明

▼ 画像もしくは製品名をクリックすると詳細情報が表示されます。

絞込再表示	画像	機種名	事業者名 ▲▼	定格内容積(l)	グリーン購入法判断基準適合	年間消費電力量(kWh/年)	省エネ基準達成率(%)	二酸化炭素排出量	省エネ関連特記事項	冷媒 物質名	冷媒 オゾン層破壊影響	冷媒 地球温暖化影響	断熱材発泡剤 物質名	断熱材発泡剤 オゾン層破壊影響	断熱材発泡剤 地球温暖化影響	再生プラスチック 使用の有無	再生プラスチック 使用箇所	ビの使用箇所	の環境配慮特記事項	幅×奥行き×高さ	格電力(W)	品質量(kg)	能面での特記事項	希望小売価格(円)
□		ノンフロン クールカーテンジェット SR-HS46G	三洋電機	455	○	230	190	86.9	有	R600a	なし	なし	シクロペンタン	なし	なし	y	運搬用把手、蒸発皿レール	あり	有	650×698×1793	130	90	有	オープン
□		SJ-PV43H	シャープ	425	○	190	221	71.8	有	R600a	なし	なし	シクロペンタン	なし	なし	y	エバカバー ギョウシュクキカバー	あり	有	635×682×1827	115/115	83	有	オープン
□		SJ-PV50H	シャープ	495	○	380	162	143.6	有	R600a	なし	なし	シクロペンタン	なし	なし	y	エバカバー ギョウシュクキカバー	あり	有	800×634×1830	115/120	98	有	オープン
□		NR-D471N	松下電器産業	465	○	220	197	83.2	有	R600a	なし	なし	シクロペンタン	なし	なし	y	冷蔵庫の底面部放熱器取付部品	あり	有	685×671×1798	125	95	有	オープン
□		NR-E462U	松下産																					
□		NR-F462U	松下産																					
□		三菱冷蔵庫 MR-F46NE	三菱																					
□		三菱冷蔵庫 MR-G50NE	三菱電機	495	○	240	195	90.7	有	R600a	なし	なし	ペンタン	あり	あり	y	ケース。蒸発皿、底面ガード	あり	有	745×699×1798	137/167	99	有	オープン

Most products available in Japan are covered
Helpful to get a whole picture of each market
？ Appropriate Purchasing Standard can be set

Functions of ＧＰＮ Database

- **can be used by each user for standard setting or better selection of products**

Screen out products by user-set criteria

Arrange listings in order of user-selected criterion

Make a new table of user-selected products
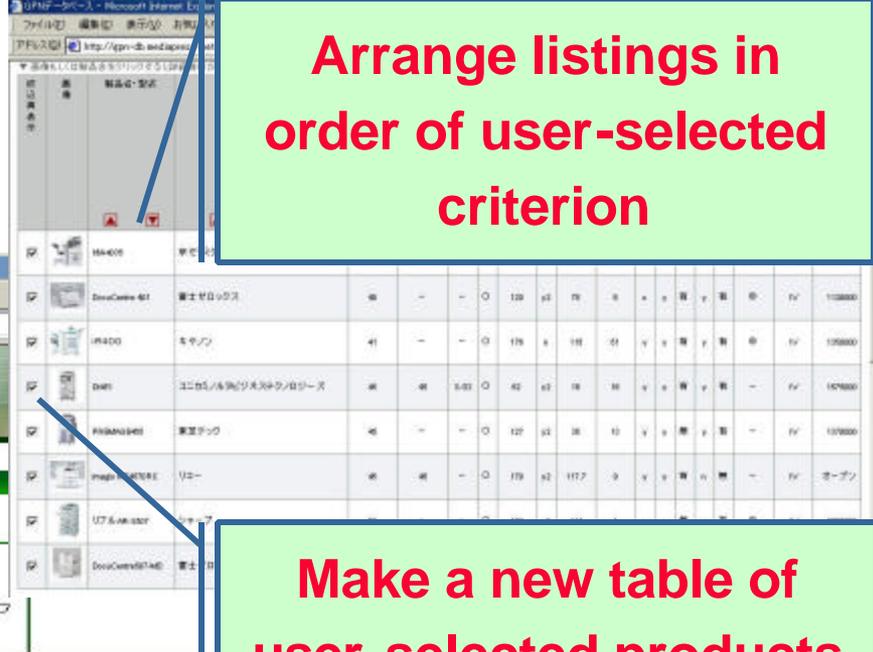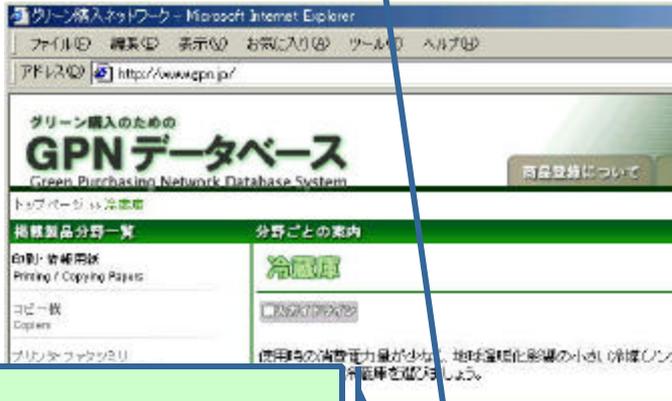
Restrict displayed data to info items selected by user
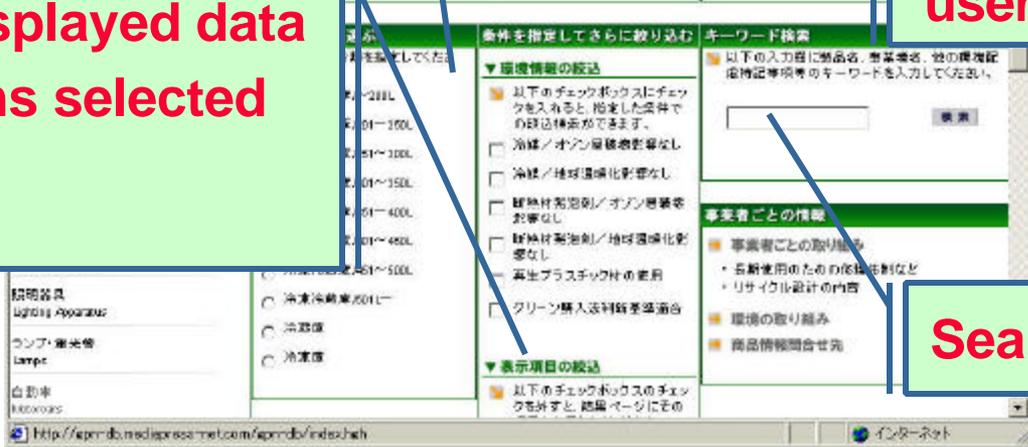
Search by Keyword

Items Included in GPN Database

Number of
Products

3438	4,730	7,440	9,143	10,730	11,250
1999	2000	2001	2002	2003	2004

year
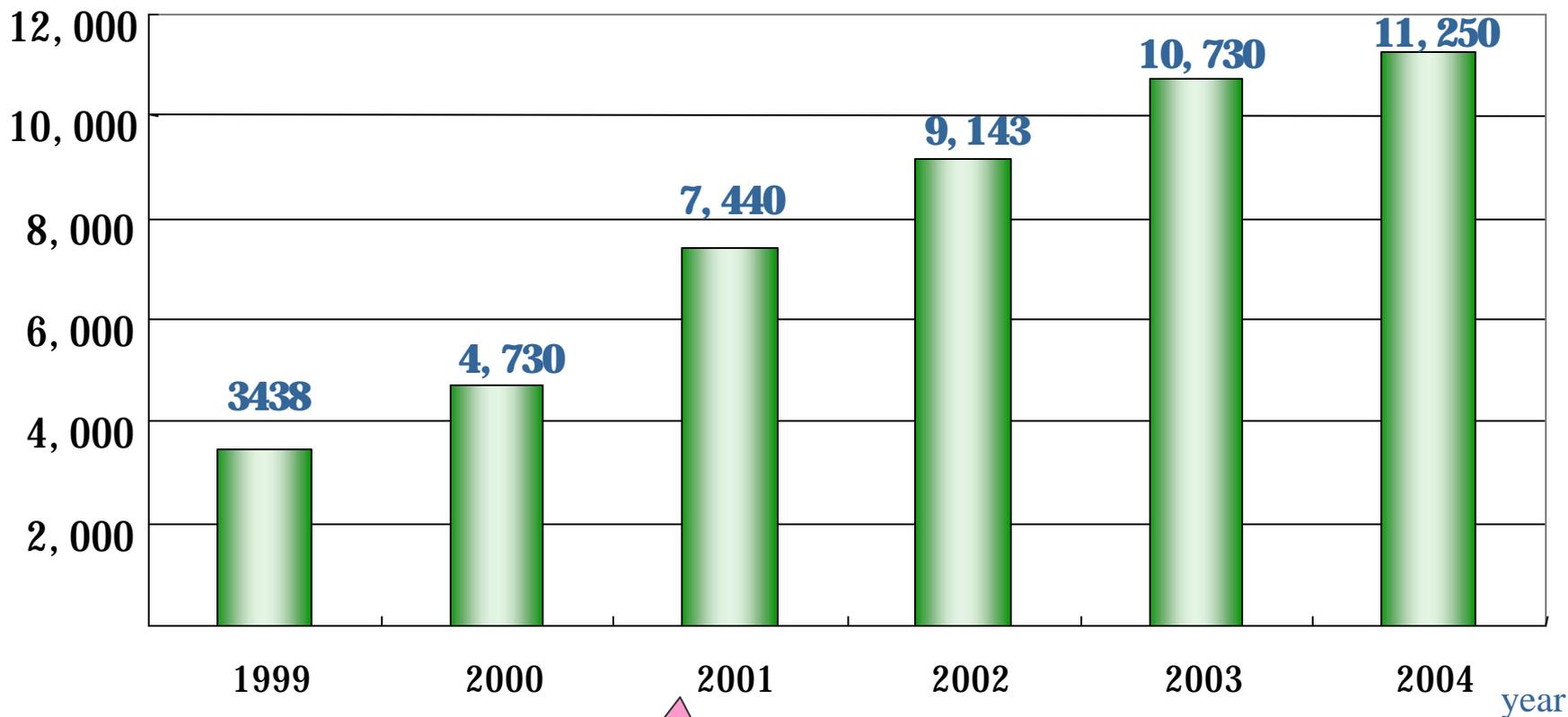
ＧＰ Law
Enforcement

Characteristics of GPN Database

1. Provide helpful information for practitioners, e.g. detailed environmental information, conformity with Green Purchasing law, price, major functions

2. Based on the format developed with the GP Guideline

3. Easy to compare products of various manufacturers

4. Provide almost all the major products of all the major manufacturers

5. Not recommend any specific product(s).

6. Let users make a decision on which product is superior as a whole after considering various aspects.

7. Contain 11,000 products of 700 companies in 16 (15?) categories

8. Latest information - Data are updated 4 times a year

Information Used To Select Products

Eco Mark（ ISO Type? Label)		**88%**
GPN Guidelines/Database	グリーン購入のための **GPN データベース** Green Purchasing Network Database System	**48%**
Symbols from Third parties		**43%**
Criteria of Green Purchasing Law		**33%**
Self Declaration Label		**23%**
ISO Type？ Label（ e.g Eco-Leaf)		**7%**
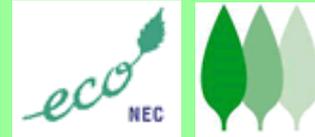
Source: ＧＰＮ "Green Purchasing Questionnaire Survey"(２００

Usage/Expectation for GPN Database
～ the GP Questionnaire Survey 2004

Usages of GPN Database

1. Use as one of reference materials when I select products
2. Confirm general level or variation of environmentally friendly products for specific product category
3. Use as a reference material when I draft my own GP standard
4. Check my competitor's products
5. Confirm information on specific product

Expectations for Information provided by GPN

1. **Expansion of Guideline categories**
   - More GPN guidelines on services
   - Include categories with limited number of environmentally friendly products

2. **Clearer Presentation**
   - Easily recognized as environmentally friendly products

Operation of GPN Database

•Open to the public as well as GPN Members

•200,000~300,000 page view per month

•Most of the accesses occurred on weekdays
 ?   mainly used by institutional purchasers

•More than 11,000 products for 16 areas as of April 2005

Registration for GPN Database

(1)Eligible Areas

Areas for which GPN guideline is available

? In case of false information or other fraud observed, the product should be removed from the database, and other appropriate actions (e.g. disclosure of the fact) may be taken.

(2)Eligible Products

Products in accordance with the Guideline

? Some products (e.g. stationery, office furniture) must satisfy additional conditions specified for the product area

(3)Eligible companies

Manufacturers/distributors of the products

（ Companies holding a right over the product name o brand name）

(4) Information to be registered

Detailed information including environmental information on aspects specified by the GPN guideline, information on conformity with criteria set by the national government, price, basic functions of the product as well as photo of the product

(5)Charge

1500 yen per year for one product

Points of Concern for Registration

(1)Registering companies must assume their responsibility to confirm that the product meets all the requirements specified for each product category.
(2)Registeration can be made by manufacturers/distributors of the product, who hold a right over the brand name.
(3)Any responsibility for the registered product and information must be born by the registering company. If requested by GPN Secretariat or any purchaser, the registering company has to submit supporting documents.
(4)If there is any lack/inadequacy of information, the product cannot be included in the database.
(5) In case of false information or other fraud observed, the product should be removed from the database, and other appropriate actions (e.g. disclosure of the fact) may be taken.

Note）　Expenses for development/operation of the database (fiscal 2004)
・　for development:　7.14 mil yen・　for operation:　5.25 mil yen

Procedures to Collect and Provide Product Information

Updated quarterly, (March, June, September, December)
Example of Procedures for March Update is as follows;

	GPN Secretariat	Product Manufacturers
Mon. January 31	Inform the existing registered manufacturers of registration period	
Mon.February21		Registration period (~ Tue. March 8)
Fri. March 11	Check information registered by the manufacturers (~ Fri. March 18)	
Tue. March 22~	Preparation for update	
Thurs. March 31	Complete update	

How the Product Information Checked

• Manufacturers do not submit any supporting documents.
  ？ GPN accepts the registered information as collect.

• GPN secretariat checks consistency, sufficiency, clearness of the registered information as well as typographical errors.

• If any correction seems necessary, GPN secretariat asks the manufacturer to review the information and make corrections if appropriate.

Thank you for your kind attention.

GPN Website : http://www.gpn.jp