

**Table – Departmental Sustainable Development Strategy**

<b>1. Overview of the Federal Government's Approach to Sustainable Development</b>
<p>The <a href="#">Federal Sustainable Development Strategy (FSDS) 2013–16</a>, tabled on November 4, 2013, guides the Government of Canada’s sustainable development activities, as required by the <i>Federal Sustainable Development Act</i> (FSDA). In keeping with the objectives of the <i>FSDA</i>, to make environmental decision–making more transparent and accountable to Parliament, the PMPRB supports the implementation of the FSDS through the activities found in this departmental strategy.</p> <p>Accordingly, this Departmental Sustainable Development Strategy (DSDS) presents the results for commitments for Theme IV – Shrinking the Environmental Footprint – Beginning with Government based on the 2010–13 FSDS.</p>
<p><b><i>Green Procurement Reporting for Departments and Agencies bound by the Policy on Green Procurement (PGP) but not the Federal Sustainable Development Act (FSDA)</i></b></p>
<p><b><i>Strategies and/or Comments</i></b></p> <p>i. <i>Approach:</i> The Patented Medicine Prices Review Board (PMPRB)'s approach to implementing green procurement is targeted to the use of Public Works and Government Services (PWGSC) procurement instruments, ensuring key procurement personnel are trained and including green procurement objective in the performance agreements of key decision makers.</p> <p>ii. <i>Management Processes and Controls:</i> The PMPRB uses PWGSC procurement instruments as its primary procurement mechanism and leverages the environmental considerations incorporated into these standing offers by PWGSC. Furthermore:</p> <ul style="list-style-type: none"><li>• Since 2010-11, the PMPRB has been following the Federal Electronic Waste Strategy for surplus electronic and electrical equipment ; and</li><li>• Since 2011-12, all contracting documents include a clause addressing environmental considerations in the performance of the work required.</li></ul> <p>iii. <i>Specific Targets:</i> In addition to commitments identified in ii., v., and vi, the PMPRB will continue to ensure that 95% of all purchases are made through PWGSC green consolidation procurement instruments.</p> <p>iv. <i>Green Procurement Training:</i> The PMPRB required that 50% of the staff that have procurement and material management responsibilities take the Canada School of Public Services (CSPS) course C215 by March 31, 2013. The PMPRB also required that 50% of acquisition card holders complete the CSPS course C215 by the end of fiscal year 2012-13. See Part A below.</p> <p>v. <i>Performance Evaluations:</i> The PMPRB required that the performance management agreement of each Chief or Unit Head in the Corporate Services Branch with responsibility for procurement include an objective to ensure environmental considerations are taken into account in all procurement activities.</p> <p>vi. <i>Progress Status:</i> See Part A, B and C below.</p>

<b>Green Procurement Targets</b>	
<b>Part A – Green Procurement Capacity Building</b>	
<i>1. Training for Procurement and Materiel Management Staff</i>	
Performance Measure	Performance Status
Target 2010-11 – 25%	<i>Target has been exceeded</i>
Target was revised in 2012-13 to 50%	<i>Target has been achieved</i>
Strategies and/or Comments As a micro-organization, the PMPRB does not have full FTEs dedicated to Procurement and/or Materiel Management. As at March 31, 2015, 100% of the staff that have procurement and materiel management responsibilities have taken the CSPS course C215.	
<i>2. Training for Acquisition Cardholders</i>	
Performance Measure	Performance Status
Target 2010-11 – 50%	<i>Target has been exceeded</i>
Strategies and/or Comments As at March 31, 2015, 100% of staff with acquisition cards have completed the CSPS course C215	
<i>3. Performance evaluations</i>	
Performance Measure	Performance Status
Target 2010-11 – 100 %	<i>Target has been achieved</i>
<b>Part B – Use of Green Consolidated Procurement Instruments</b>	
<i>1. Use of Green Consolidated Procurement Instruments for IT Hardware</i>	
Performance Measure	Performance Status
Target 2010-11 – 25%	<i>Target has been exceeded</i>
Strategies and/or Comments The PMPRB uses PWGSC IT procurement tools for purchases of all IT related equipment. All PWGSC tools have incorporated green instruments. The following factors are always taking into consideration when making purchases: <ul style="list-style-type: none"> <li>- Reduce Use – we purchase only what is necessary and reuse as much as possible</li> <li>- Use of Standing Offers – PWGSC is continually renewing standing offers for the most commonly procured goods and services and additionally increasing the integration of environmental considerations.</li> <li>- Look for Environmental Certifications – there are now reliable environmental labels and standards widely adopted by the industry, including EcoLogo, Green Seal, ENERGY STAR and Electronic Product Environmental Assessment Tool (EPEAT), which make it easy to identify environmentally preferable goods.</li> <li>- Include environmental considerations in solicitation documents.</li> </ul>	

<i>2. Use of recycled paper</i>	
Performance Measure	Performance Status
Target 2010-11 – 80%	<i>Target has been exceeded</i>
Strategies and/or Comments 100% of the paper ordered and used in 2014-15 was recycled white paper.	
<i>3. Purchase remanufactured toner cartridges and recycle empty toner cartridges</i>	
Performance Measure	Performance Status
Target 2010-11 – 50% remanufactured	<i>Needs attention</i>
Strategies and/or Comments In 2014-15 the PMPRB purchased 84 toner cartridges of those, 87% were new and 13% were recycled cartridges. The PMPRB has recently had to replace a number of its printers so recycled cartridges are not yet available for these printers. When recycled cartridges are available, the PMPRB will transition to using them.	
<b>Part C – Theme IV: Implementation Strategies</b>	
<b>Surplus Electronic and Electrical Equipment Target</b>	
By March 31, 2014, each department will reuse or recycle all surplus electronic and electrical equipment (EEE) in an environmentally sound and secure manner. (Target 8.6 from 2010–13 FSDS)	
Performance Measure	Performance Status
Target status	<i>Target has been achieved</i>
Existence of an implementation plan for the disposal of all departmentally generated EEE.	All old computers are disposed of through the Computer for Schools program, when possible. All surplus electronic and electrical equipment is disposed of in accordance with the <i>Federal Electronic Waste Strategy</i> .
Total number of departmental locations with an EEE implementation plan fully implemented, expressed as a percentage of all locations, by the end of the given fiscal year.	The PMPRB has one office which is located in the NCR. The disposal of surplus electronic and electrical equipment is centralized and the responsibility of the Chief, Administrative Services.
Strategies and/or Comments The PMPRB has been following the <i>Federal Electronic Waste Strategy</i> since 2010-11. Since 2011-12, all contracting documents include a clause addressing environmental considerations in the performance of the work required.	

<b>Printing Unit Reduction Target</b>	
By March 31, 2013, each department will achieve an 8:1 average ratio of office employees to printing units. Departments will apply the target where building occupancy levels, security considerations, and space configuration allow. ( <b>Target 8.7</b> from 2010–13 FSDS)	
Performance Measure	Performance Status
Target status	<i>Target has opportunity for improvement</i>
Ratio of office employees to printing units in fiscal year 2010–11, where building occupancy levels, security considerations and space configuration allow.	3:1
Ratio of departmental office employees to printing units at the end of the given fiscal year, where building occupancy levels, security considerations and space configuration allow.	5:1
<p>Strategies and/or Comments</p> <p>The PMPRB is a micro-agency and an independent quasi-judicial organization. As such it is important that the Board members not be privy to the day-to-day regulatory work of the PMPRB, for this reason a separate printer is designated to each of the following groups: the Board Members and their support staff; the office of the Executive Director; and, the Legal Services Branch. In addition, for privacy reasons the Human Resource unit has a dedicated printer.</p> <p>When printers no longer function, they will be decommissioned, wherever possible.</p>	
<b>Paper Consumption Target</b>	
By March 31, 2014, each department will reduce internal paper consumption per office employee by 20%. Each department will establish a baseline between 2005–06 and 2011–12, and an applicable scope. ( <b>Target 8.8</b> from 2010–13 FSDS)	
Performance Measure	Performance Status
Target status	<i>Target has been achieved</i>
Number of sheets of internal office paper purchased or consumed per office employee in the selected baseline year, according to the departmental scope.	Baseline – 2011-12 internal paper consumption per office employee = 10,317.5 sheets
Cumulative reduction (or increase) in paper consumption per office employee in the given fiscal year, expressed as a percentage, relative to the selected baseline year.	30% reduction in internal paper consumption per office employee
<p>Strategies and/or Comments</p> <p>All of the paper ordered since 2012-13 has been recycled paper.</p> <p>By establishing two-sided printing as the default setting, the PMPRB has achieved a 38% reduction in the total number of pages used in 2014-15 as compared to the baseline of 650,000 sheets established in 2011-12.</p>	

<b>Green Meetings Target</b>	
By March 31, 2012, each department will adopt a guide for greening meetings. ( <b>Target 8.9</b> from 2010–13 FSDS)	
Performance Measure	Performance Status
Target status	<i>Needs attention</i>
The production of a guide for greening meetings is scheduled for completion by April 1, 2016.	<i>Needs attention</i>
<b>Strategies and/or Comments</b> Whenever possible, the PMPRB uses teleconference services for meetings with participants outside the NCR. PMPRB Staff is encouraged to attend meetings and seminars within or outside the NCR via teleconference or webinar when these are available to reduce travel. Documents for discussion at meetings are sent electronically to reduce paper consumption.	