****

**Joining the One Planet programme on Sustainable Public Procurement**

**Partner Application Form**

Thank you for your interest in joining the Sustainable Public Procurement programme of the One Planet network on Sustainable Consumption and Production (One Planet SPP programme).

The One Planet SPP programme is open to all organizations and experts that are interested in joining a collaborative platform to support the implementation of SPP policies, initiatives and activities. In order for the Multi-stakeholder Advisory Committee (MAC) of this programme to approve your application, we kindly ask you to fill in and sign this form, as well as the partner declaration included in Annex 1. The Coordination Desk of the programme, which is staffed by UN Environment, the Korea Environmental Industry & Technology Institute (KEITI) and ICLEI-Local Governments for Sustainability, may request additional information from applicants if necessary.

Partners are required to provide reporting on their SPP-related activities **once a year** and are encouraged to participate in the activities of one or more of the programme’s working groups.

For questions, please contact Mr. Farid Yaker, UN Environment Programme Officer at farid.yaker@unep.org

|  |
| --- |
| **GENERAL INFORMATION ABOUT THE ORGANIZATION/EXPERT** |
| Name of the organization/expert |       |
| Type of organization (if applicable) |       |
| Website |       |
| Description of your organization/expertise |       |
| Type of stakeholder (If you tick more than one box, please make sure they correspond to types of stakeholders that are compatible) | [ ]  Government – public institution [ ]  Government – state/regional/local[ ]  United Nations / Specialized Agency[ ]  Multilateral Development Bank[ ]  Other intergovernmental organization[ ]  Private sector – large company[ ]  Private sector – small company[ ]  Expert Consultancies[ ]  NGO[ ]  Foundation | [ ]  Academic institution / research center[ ]  Other not-for-profit entities[ ]  Individual Expert[ ]  Media[ ]  Partnership / network / consortium[ ]  Information/tool provider[ ]  Industry Association[ ]  Certification/Labelling/Standards organization [ ]  Other: …………………………………………………… |
| **MAIN CONTACTS OF YOUR ORGANIZATION** |
| **Principal representative** |
| Title      | First name      | Last name       |
| Position      | Expertise/Bio | [ ]  Procurement[ ]  Policy[ ]  Economics[ ]  Fundraising | [ ]  Project Management[ ]  Business Management[ ]  Networks |
| Email      | Mailing address      |
| Telephone      | Fax      | Country      |
| **Alternate** **representative** (or other relevant contacts, if applicable) |
| Title      | First name      | Last name       |
| Position      | Expertise  | [ ]  Procurement[ ]  Policy[ ]  Economics[ ]  Fundraising | [ ]  Project Management[ ]  Business Management[ ]  Networks |
| Email      | Mailing address      |  |
| What is your main motivation to participate in the programme? | [ ]  Adapt, replicate or scale-up projects from other participants[ ]  Share knowledge on successful initiatives[ ]  Showcase mature projects that can be replicated elsewhere[ ]  Find guidance and information on SPP policy development | [ ]  Participate in international meetings[ ]  Obtain funds for projects[ ]  Provide funding for the programme or projects[ ]  Other, please describe: |
| In which world regions do you mainly operate? (please check all that apply) | [ ]  Global |  |
| [ ]  Europe | [ ]  Western Europe [ ]  Eastern Europe | [ ]  Africa | [ ]  North Africa[ ]  West Africa[ ]  East Africa[ ]  Central Africa [ ]  South Africa | [ ]  Americas | [ ]  North America[ ]  Central America[ ]  South America[ ]  Caribbean |
|  | [ ]  Asia | [ ]  East Asia[ ]  Middle Asia [ ]  South Asia [ ]  South-East Asia | [ ]  Oceania | [ ]  Australia[ ]  New Zealand[ ]  Melanesia[ ]  Micronesia[ ]  Polynesia |
| Please provide a brief description of your efforts in the field of sustainable public procurement and what kind of contributions and commitments you intend to deliver within the framework of the 10YFP SPP programme.      |
| **DESCRIPTION OF ONGOING SPP/GPP PROJECTS/ACTIVITIES****(Feel free to insert additional boxes if you have more than 2 ongoing projects)** |
| **Project 1**Name of the Project/Activity     Objectives     Target beneficiaries     Geographical Scope     Main Activities     Main Results      |
| **Project 2**Name of the Project/Activity     Objectives     Target beneficiaries     Geographical Scope     Main Activities     Main Results      |
| **TOOLS AND RESOURCES** |
| Please list your portfolio of capacity building material, policy-related activities, communication resources, guides, manuals, etc. (include links if possible).       |

|  |
| --- |
| **STATEMENT OF COMMITMENT** |
| We confirm that [name of organization / entity] supports the vision, goal and objectives of the Sustainable Public Procurement programme of the 10 Year Framework of Programmes on Sustainable Consumption and Production Patterns (10YFP). We hereby agree and commit to:* Participating in and supporting the 10YFP SPP programme implementation as indicated above;
* Sharing overall knowledge and experiences with the community and partners of the 10YFP SPP programme including through the Global SCP Clearinghouse (www.scpclearinghouse.org);
* Working in a collaborative spirit within the 10YFP SPP programme networks;
* Following the 10YFP Secretariat’s instruction with regards to the use of the 10YFP logo, as well as any requirements of the Lead and Co-Leads on the use of 10YFP SPP programme or the Lead and Co-Leads logos, and to sharing with the 10YFP SPP programme Coordination Desk, for approval, any publication that references the 10YFP SPP programme prior to disclosure; and
* Indicating our willingness to continue supporting and contributing to the 10YFP SPP programme annually, through renewal of this commitment.

**For non-governmental entities (i.e. international organizations, NGOs and NPOs, academia, private sector, business associations, experts, partnerships, media, others):**[ ]  As the authorised representative of the [name of organization / entity], or as the individual expert, I confirm our/my commitment to the mission and objectives of the 10YFP Sustainable Public Procurement programme and hereby enclose our/my signed and dated declaration form.**For national, regional or local governments / government agencies and/or authorities (including public-private entities):**[ ]  As the authorised representative of the government of […..] and/or the [name of the institutions / office], I confirm our commitment to the mission and objectives of the 10YFP Sustainable Public Procurement programme, declare that the information provided above is true and correct. |
| SignatureName, position and date (please include official stamp)       |
| Please return this application, along with other requested documents as relevant (please note that for entities OTHER than national, regional or local governments, government agencies and/or authorities the declaration form shall be attached), filled and signed to: farid.yaker@unep.org with a copy to the 10YFP SPP Programme Coordination Desk at coordination\_desk@10yfp-spp-programme.org and 10YFP Secretariat at 10yfp@unep.org.  |

**ANNEX I**

**FROM: [NAME OF ORGANIZATION]**

TO: The 10YFP Sustainable Public Procurement programme

**DECLARATION FOR ENTITIES OTHER THAN GOVERNMENTS AND INDIVIDUAL EXPERTS**

|  |
| --- |
| Part A: Exclusionary criteria |
| Part A: Organizational Details  | Yes/No | Supporting links or documentation, if available (related documentation shall be made available to the 10YFP SPP programme upon request)  |
| 1. Legal status: Has the entity been duly registered (certificate local/regional registration &/or incorporation)?
 |  |  |
| 1. The organization does not have any legal encumbrances and respects the laws of the country/ies in which it operates
 |  |  |
| 1. Financial and administrative capacity[[1]](#footnote-1): The organization’s financial statements are periodically audited and available
 |  |  |
| 1. The organization has a track record in activities related to SPP
 |  |  |
|  |
| Part B: Caution  |
| Part B: UN Values and Conventions | Yes/No | Supporting links or documentation, if available  |
| 1. Our organization does not violate sanctions established by the UN Security Council
 |  |  |
| 1. Our organization does not fail to meet relevant obligations or responsibilities required by the United Nations
 |  |  |
| 1. Our organization will support the core values and goals of the UN, as per its mandate, as well as the achievement of the Millennium Development Goals (MDGs) and the Sustainable Development Goals (SDGs).
 |  |  |
|  |
| I, the undersigned, as the authorized signatory for the [Name of your entity] hereby declare that all statements made above are certified true and correct and that our organization commits fully to supporting the goals and objectives of the Sustainable Public Procurement programme of the 10-Year Framework of Programmes on Sustainable Consumption and Production.[NAME][POSITION/TITLE]SIGNATUREDATE |

1. In the event that an organization has not been publicly registered it will not be able to receive finance from 10YFP Trust Fund or other UN Environment-administered sources, but may still be able to be a partner in a 10YFP programme. In this case please provide a brief explanation as to why the entity has not been registered. [↑](#footnote-ref-1)