

The NETpositive Supplier Engagement Tool (HE): Contract Management

How to have meaningful conversations with your suppliers about sustainability

Using the NETpositive Supplier Engagement Tool (HE) brings many benefits. Embedding the tool as part of your procurement process and practice will ensure you get the best possible value.

We have created a [series of practical guides](#) to make this as easy as possible.

This document ***outlines practical ways the tool can support sustainable procurement excellence in relation to contract management.***

What makes conversations about sustainability with suppliers challenging?

- Lack of confidence
- Lack of focus
- Lack of time

Most of the procurement professionals we work with will admit they feel a little out of their comfort zone when asked to discuss sustainability with suppliers.

Without a firm focus, conversations will inevitably wander off course. In order to lead discussions and really challenge suppliers about their performance having a clear focus is crucial.

How using the tool helps

Suppliers who have accessed the NETpositive Supplier Engagement Tool (HE) will already have engaged with the sustainability issues that are relevant to their business.

The fact that you have provided them with access to the tool demonstrates to your suppliers that these issues are also important to your organisation. The next step is to help them understand that progress is expected!

Suppliers will have created an action plan that is relevant to their business size and type and will have had the opportunity to evidence any progress they have made already.

Knowing all of this, you can be much better prepared for the discussions!

A suggested approach to getting the most from discussions with suppliers

Before the contract management meeting:

- Ensure they (the supplier) have had access to the tool
- Include: 'Review of NETpositive Sustainability action plan' on the agenda
- Look up the supplier on your data dashboard to view their plan

At the Contract Management Meeting:

- Reiterate the importance of sustainability, updating the supplier on any new developments
- We suggest a focus on 3 areas:
 1. Modern Slavery
 - Did they include any Modern Slavery actions in their plan?
 - How do they ensure Modern Slavery is not an issue in their value chain?
 2. An action you feel is especially pertinent to the subject matter of the contract (The purpose of this is to ensure you discuss materially important issues)
 3. An action they are particularly proud of or where they have made good progress (The purpose of this is to ensure the supplier has the opportunity to celebrate an area in which they are making progress and to allow you to gather evidence of excellent practice)

Following the meeting:

- Include progress on sustainability performance as part of your record keeping
- Consider how any responses might be celebrated or communicated to colleagues (if appropriate)

We are confident this simple approach will help you have more meaningful conversations with your suppliers about sustainability.

You may also be interested in some of our other guidance which [can be found here](#).