

# DONE IN A DAY: CIRCULAR PROCUREMENT



## Why you should participate in this program

Many procurement professionals and other stakeholders are looking for a way to make a practical start with circular procurement.

Maybe in your current role or within your organisation circularity is getting more and more attention.

For sure people in your environment are talking about CO2 reduction and are looking for a way to get the needle moving. You, your colleagues, and suppliers most likely all have a different mindset and/or another way of explaining what it means. Perhaps you just want to start small within your own surroundings or maybe your organisation has already set a long-term circular ambition.

In all cases this Done-in-a-Day program will be the perfect entry into handling circular procurement in a more structured way. A way that will get your true results.

Within 8 times one hour you will create your own starting point. Based on your own and our customers experiences, best practices and learnings you will effectively get guidance to make it yours.

If you are more advanced you will be able to start and continue from your own baseline.

The outline for this program is designed around the 9R framework which allows a better and more practical way to implement and continue with circular procurement.

Circular procurement has a major impact outside the purchasing process, therefore the course provides high level insights in aspects of the organisation's, value chain's and product design's point of view and how these interact and effect each other.

### The topics we will cover:

1. Introduction
2. 9R-framework
3. Integrated circular procurement approach
4. Organisation, value chain and product design
5. Circular procurement
6. Where to start Building your case
7. Continuous improvement
8. Kick-off

Besides that, inside you will find exercises and if all that isn't enough, we have pointed out extra materials and resources if you want to invest a little more time and effort and take it to the next level.

As an extra you will be able to attend quarterly group live calls with other participants in order to ask questions and share experiences.



**"8 Instruction video's, 8 Assignments, extra assignments and tons of Bonus material"**

**Created for you to continuously use, over and over again.**

**Your benefits. Briefly explained per session."**

### SESSION 1. INTRODUCTION

Circular business through circular procurement offers business opportunities and more important business continuity. This done-in-a-day contains 8 steps which enable procurement professionals and other interested stakeholders to make a practical start with circular procurement.

This program, based on many years of experience and knowledge, enables you to understand the bigger picture in combination with a hands-on 9R framework. It will enable you to make a practical and pragmatic start when implementing circularity within your own function, organisation or value chain.

### SESSION 2. 9R FRAMEWORK

You will learn about the 9R framework, gain insights in the basics. We will help you explore what the 9R framework is about, and what the R-values stand for. You will learn that the framework can be easily used to enable you when you start making a transition from linear to increased circularity. Once you get more familiar with it you will get a first glimpse of how to create your first impact tracker.

### SESSION 3. INTEGRATED APPROACH

In order to secure an impactful outcome and success it is very relevant to understand various connections and relationships. The 9R framework as is, is not just one part of the equation. To implement circular procurement successfully on the long run, we explain how you can contribute to the higher organisation's goals. Instead of putting circular procurement at the heart of the circular approach, the 9R framework is placed at the heart of the circular approach, bringing all relevant stakeholders together. Circularity is about collaboration not about competition.

### SESSION 4. THREE OUT OF FOUR

It is important to know that the 9R framework is connected to four aspects. In this session we cover 3 of them.

- Circular ambition, vision, and mission
- Circular value chain
- Circular design

Next to that you'll gain insights in circular value chains and you'll learn more about circular product design. We help you understand some boundary conditions and give you some food for thought.

### SESSION 5. CIRCULAR PROCUREMENT

This session is about number four of four, circular procurement. This means you'll dig a bit further in circular procurement where you'll gain insights into the procurement process, stakeholders, measuring and first steps in embedding it in the organisation.



## SESSION 6. WHERE TO START?

Remember that at the beginning of the procurement process you have the highest influence on the possible impact outcome. Now it is time to begin your journey. Before making any circular decisions, preparation is essential and critical. This means that now you will collect relevant information to select a product, service, or solution. You will gain insights in different manners to do so.

All information and insights you have absorbed and exercises you conducted in the previous sessions are part of your knowledge building. This is where you actually get the ball rolling.

## SESSION 7. BUILDING THE CASE

In this session you will bring all the bits and pieces together. All the information you collected so far ensures that you are well prepared for this step. Ultimately you want to make sure that you show your results where possible supported by facts and figures. That is what we do in this session. These facts and figures are also referred to as KPI's. We will set them up as much as possible here.



## SESSION 8. NEXT STEPS & CONTINUOUS IMPROVEMENT

How do you make sure that agreed targets are met? How will you continue to increase circularity? We will give you some ideas and tools like short feedback loops. It is also time to reflect on your learnings. Is it time to extend your scope? Are you really ready to add other products, services, and solutions? Or should you go through the process and program again before doing that? Regardless by doing so you increase impact overall.

### VIDEOS, ASSIGNMENTS & BONUS MATERIAL

Every single session comes with a video, handouts and assignments for everyone to go through. Besides that we included extra material for those who want to dive a little deeper.

For the more experienced participants we have bonus material included to take it to the next level immediately.



## YOUR TRAINER: MARCEL JACOBS



Marcel is a recognized and rewarded subject matter expert in sustainability especially in the areas of sustainable value chains and sustainable & circular procurement.

For over 20 years he was employed at industry leading companies as Royal Philips and Office Depot in roles like director supplier sustainability and senior manager green marketing.

Next to his role as managing director at CIRCL8 he is currently employed as head of social sustainable operations at Philip Morris International in Lausanne Switzerland.

His areas of expertise are: Sustainable Production & Consumption, Circular Economy, Sustainable & Circular Procurement, Green Marketing, SDG's (Sustainable Development Goals) ISO 14001 (Environmental Management System), SA8000 (Social Accountability), ISO26000 (sustainability), ISO20400 (Responsible Procurement) and BS8001 (Circular Economy) UN Guiding Principles for business and human rights and Due Diligence (OECD Guidelines), project and program management.

As a trainer Marcel has been connected to NEVI for many years, developing and teaching their Circular Procurement training. He was also involved in the development of the Dutch ISV academy, in which he was also a trainer.

Till the current date he is connected to the EESA program of the Rotterdam Erasmus university where he both teaches guest lectures on the topic of Responsible Procurement and Sustainable Supply Chain and tutors students of the same program.

## What else do you need to know?

This program is not a once in a lifetime exercise. You can keep going through the material time after time, improving and getting better results every time you do so.

Every time your maturity level will rise.

All the material is downloadable and yours to keep. Please be aware though that all our programs, models and ideas are internationally registered at the BOIP (Brussel office of Intellectual Property).

The program comes with a 14 day money back guarantee. If for some reason you are not satisfied with the content, reach out to us and we will arrange the refund.

If you are in need of extra help and guidance, like one on one live calls, we have several options that might work for you. Please reach out to us on [support@circl8.com](mailto:support@circl8.com)