# ICEBREAKER

A Tool for Basic Circular Procurement Potentials

<table>
<thead>
<tr>
<th>Rethink</th>
<th>Cooperate</th>
<th>Design</th>
<th>Prioritize</th>
<th>Reuse</th>
<th>Integrate</th>
<th>Preserve</th>
</tr>
</thead>
<tbody>
<tr>
<td>We have limited or avoided the purchase, because we found out that it no longer provided a benefit or because we improved the process, logistics or job it was intended for.</td>
<td>I have examined the users actual needs to be able to match the right product with the true needs of the users</td>
<td>The product is pre-procurement customizable to be able to fit precisely with user needs and intended use</td>
<td>The product is made from “healthy” materials i.e. materials containing no harmful substances (e.g. to humans or environment)</td>
<td>There is an existing product in the organization that can be used for the task, so there is no need to buy something new</td>
<td>Digital technology and/or data collection can be integrated (e.g. for mapping, usage and maintenance optimization, accessibility, positioning, wear, material content etc.)</td>
<td>The product lifespan can be prolonged non-technologically through reducing use and general wear</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>The product can be procured as reuse/ second-hand and it makes sense to do so</td>
<td>The user of the product should be trained to a certain extend in order to maximize correct use and minimal wear and damage</td>
<td>The total procurement and repair costs over the entire product lifespan are financially viable</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>The product has a neutral CO2 imprint</td>
<td>At a later stage the product can be sold at a price for reuse (maybe with some preparation for reuse)</td>
<td>The product is post-procurement upgradable to satisfy changing needs in the future</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>The product has a positive CO2 imprint</td>
<td>The product comes with information so current and future users are able to identify e.g. product materials, circularity potentials or former ownership etc.</td>
<td>The product has a warranty for minimum life expectancy</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>The product, production and transportation methods live up to the organization’s overall vision for sustainability</td>
<td>The product comes with information so current and future users are able to identify e.g. product materials, circularity potentials or former ownership etc.</td>
<td>The product has a warranty for spare parts accessibility</td>
</tr>
</tbody>
</table>

- **Rethink**
  - We have limited or avoided the purchase, because we found out that it no longer provided a benefit or because we improved the process, logistics or job it was intended for.
  - The product can be leased for a given period
  - The product can be rented as ‘pay per use’
  - The product can be ‘bought as a service’ (‘products as a service’)
  - The product can be procured with an included take-back scheme to maximize the suppliers circular interests

- **Cooperate**
  - I have examined the users actual needs to be able to match the right product with the true needs of the users
  - I have created a market dialogue and cooperate with the market about realizing circular potentials based on user needs
  - I have investigated if there are others with the same need, with whom the procurement could be shared
  - I have brought in circular procurement experts to analyze for further circular potentials/requirements

- **Design**
  - The product is pre-procurement customizable to be able to fit precisely with user needs and intended use
  - The product is designed for disassembly allowing for recycling at end of life or repair and modification during product life
  - The product is produced from recycled material
  - At end of life the product can be recycled because it is made from recyclable materials

- **Prioritize**
  - The product is made from “healthy” materials i.e. materials containing no harmful substances (e.g. to humans or environment)
  - The product is made from renewable material(s) (e.g. from wood or other natural renewable sources)
  - The product has a neutral CO2 imprint
  - The product has a positive CO2 imprint

- **Reuse**
  - There is an existing product in the organization that can be used for the task, so there is no need to buy something new
  - The product can be procured as reuse/ second-hand and it makes sense to do so
  - At a later stage the product can be sold at a price for reuse (maybe with some preparation for reuse)
  - The product comes with information so current and future users are able to identify e.g. product materials, circularity potentials or former ownership etc.

- **Integrate**
  - Digital technology and/or data collection can be integrated (e.g. for mapping, usage and maintenance optimization, accessibility, positioning, wear, material content etc.)

- **Preserve**
  - The product lifespan can be prolonged non-technologically through reducing use and general wear
  - The total procurement and repair costs over the entire product lifespan are financially viable
  - The product is post-procurement upgradable to satisfy changing needs in the future
  - The product has a warranty for minimum life expectancy
  - The product has a warranty for spare parts accessibility