

**391 ENV task group  
Teleconference  
August 19 2014**

This document is the property of NSF International (NSF), part of the NSF standards development process and is for NSF Committee purpose only. Unless given prior approval from NSF, it shall not be reproduced, circulated, or quoted, in whole or in part, outside of NSF

Secretariat read attendance and antitrust statement.

**Action Items:**

- **Harry** – will work on a clear definition of what is meant by supply chain in the service industry
- **Harry** – will review GRI and present at the meeting next week
- **Everyone** –
  - How to address materiality in Brennan's draft criterion
  - Should the criterion include supply chain analysis or input and outputs
  - Review Harry's submissions and be prepared to discuss at the next meeting

---

**Meeting Summary:**

Harry provided a brief recap of the ad hoc group findings from the 6/26/14 meetings (recap is listed below).

GHG emissions, energy, water and wastewater, soil and groundwater

Credits:

Balloted Credits: 6.2, 6.5, 6.5.1, 6.5.2, 6.5.5, 6.5.6, 6.6.2, 6.7.1, 6.7.2  
~~5.1.6, 6.5, 6.6, 6.7, 6.12, 6.13, 6.15~~

\*Gail Dunn, Johanna Kertesz, Tamar Krantz and Heather Burns

Discussion: Jessica provided an update and shared the comment document provided by Gail.  
There was no further discussion.

Materials and equipment and Materials

Credits: 5.1.4, 5.1.5, 6.10, 6.11, 6.17

\*Brennan Conaway, ~~Priscilla Halloran~~, and Wendy Shafer

Discussion: Priscilla withdrew from the group. The group was unclear if Wendy is still participating. Brennan confirmed he will continue with the group and Harry will try to help.

Management environmental results, EMS, land use (etc).

Credits: 5.1.2, 5.1.3, 6.2, 6.3, 6.14, 6.16

\*Alan France, Emily Pugliese, Jake Feeley

Discussion: None of the group members were present for the call. No update.

Supply Chain management, etc.

Credits: 6.4, 6.8, 6.9, 6.18

\*Harry Lewis, Tamar Krantz, Charles Franklin, and Johanna Kertesz

**SF 391 SOC task group  
Teleconference  
August 20 2013**

This document is the property of NSF International (NSF), part of the NSF standards development process and is for NSF Committee purpose only. Unless given prior approval from NSF, it shall not be reproduced, circulated, or quoted, in whole or in part, outside of NSF

The group discussed having weekly versus bi-weekly meetings. The group agreed that a bi-weekly call was feasible. The group discussed agreed to schedule a meeting next week. Jeff Olsen will lead this call with Harry Lewis.

Harry has reached out to SPLC and PSSC to identify opportunities to align the 391 standard with these efforts.

Supply Chain Management Ad Hoc

The supply chain management group presented their draft. Brennan walked the group through the proposed language for the below criteria.

Supply Chains Ad-Hoc: Pre-requisite provision for supply chain analysis:

Purchasing Prioritization Analysis (1 point)

Purchasing Action Plan Implementation (1 point)

“Hotspot” Section Analysis (1 point)

Discussion: Gail noted concerns with feasibility and materiality. The group discussed the feasibility of performing a supply analysis without a consultant. The group agreed this may be a phase-in criterion; therefore, the supply chain pre-requisite may need to be transitioned to an optional credit. The second issue is the concept of materiality. The top ten categories based on spend using the NAICS by dollar volume needs to be further defined. Currently the top ten categories should include electricity, however, this is covered in another section of 391; therefore is this overlap an issue. The group discussed the difference between supply and capital. Consider revising the title to something other than “supply chain analysis” to help clarify what is and is not supposed to be included in this criterion. Gail noted that she can’t administer a supply chain scorecard to determine what electricity supplier to select. There is value in spend analysis, however, the scoping needs to be further defined.

Issues to consider:


- Address materiality
- Need clear definition of what is meant by supply chain in the service industry
- Supply chain analysis or input and outputs
- Review GRI4

The group discussed that the service provider shall identify the products and materials used to deliver the services to the customer, and then determine the impact for each item in the list. Charles indicated that several organizations may not be aware of their impacts. This group needs to define how an organization would determine if something is material. Gail suggested reviewing the GRI4 for examples of materiality.

**391 ENV task group  
Teleconference  
August 19 2014**

This document is the property of NSF International (NSF), part of the NSF standards development process and is for NSF Committee purpose only. Unless given prior approval from NSF, it shall not be reproduced, circulated, or quoted, in whole or in part, outside of NSF

Meeting Attendees [Spreadsheet](#)

<b>Company</b>	<b>Name</b> 	<b>Interest Category</b>	<b>Role</b>
US General Services Administration	Brennan Conaway	Public Health / Regulatory	Member
Marstel-Day, LLC	Gail Dunn	Industry	Member
ABM Industries Incorporated	Alan France	Industry	Member
Akin Gump Strauss Hauer & Feld, LLP	Charles Franklin	Industry	Member
U.S. Environmental Protection Agency	Harry Lewis	Public Health / Regulatory	Group Chair
Commonwealth of Pennsylvania	Jeff Olsen	General Interest	Observer
NSF International	Jessica Slomka	General Interest	Secretariat