

Letter Template: Sustainable Supplier Partnership Guidelines

Date: [Insert Date]

[Supplier Name]

[Supplier Address]

[City, State, ZIP Code]

Dear [Supplier Name],

We are pleased to engage in a sustainable partnership with you as our esteemed supplier. In alignment with our commitment to environmental and social responsibility, we have outlined our Sustainable Supplier Partnership Guidelines below. We appreciate your cooperation in adhering to these principles.

1. Environmental Responsibility

All suppliers are expected to minimize their environmental impact by:

- Implementing sustainable practices in production.
- Reducing waste and emissions.
- Utilizing renewable resources whenever possible.

2. Ethical Standards

We uphold high ethical standards and expect our suppliers to:

- Provide fair wages and safe working conditions.
- Prohibit child and forced labor.
- Encourage diversity and inclusion in the workforce.

3. Compliance and Reporting

Suppliers are required to comply with applicable laws and regulations and are encouraged to:

- Engage in transparent reporting of sustainability practices.
- Participate in audits and assessments to ensure compliance.

We are excited about the potential of our partnership and confident that by adhering to these guidelines, we can create a positive impact together.

Thank you for your commitment to sustainability.

Sincerely,
[Your Name]
[Your Position]
[Your Company]
[Your Contact Information]