

Vendor Environmental Impact Assessment

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Vendor Name]

[Vendor Address]

[City, State, Zip Code]

Dear [Vendor Name],

As part of our commitment to sustainability and environmental responsibility, we are conducting an Environmental Impact Assessment (EIA) of our vendors. This assessment aims to understand the potential environmental impacts associated with your operations and to ensure alignment with our corporate sustainability goals.

We kindly request you to provide the following information:

- Overview of your company's environmental policy
- Details of any certifications related to environmental management (e.g., ISO 14001)
- Information on waste management practices
- Details on energy consumption and renewable energy initiatives
- Any reported incidents involving environmental compliance

Please submit the requested information by [Insert Deadline]. Your cooperation is essential in helping us assess and minimize the environmental impacts of our supply chain.

Thank you for your attention to this important matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]