

Vendor Product Sustainability Assessment

Date: [Insert Date]

To: [Vendor Name]

From: [Your Company Name]

Subject: Sustainability Assessment of Products

Dear [Vendor Name],

As part of our commitment to sustainable practices and corporate responsibility, we are conducting an assessment of the sustainability of products provided by our vendors. We believe that sustainability is a shared responsibility and are keen to understand your practices and policies regarding sustainable product development.

We kindly ask you to provide us with detailed information regarding the following aspects:

- Materials used in product packaging and manufacturing
- Waste management and recycling practices
- Energy consumption during production
- Certifications related to environmental standards
- Social responsibility initiatives

Please submit your responses by [Insert Deadline Date]. Your cooperation will greatly aid us in fostering a sustainable supply chain.

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

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]