



BROWN
Strategic Procurement
and Contracts

Did You Know?

NEWSLETTER



Brown University, collaboration with W.B. Mason, has implemented a Swap to Green Program to support sustainability at Brown, whereby Nature Friendly Products are recommended on select items. This Swap includes encouraging high yield toner cartridges (part # ends in X) versus standard yield (part # ends in A) which are not only better for the environment, but also budget friendly on a per yield basis.

»» GO GREEN

»» NEW SPEND CATEGORY

There is a new spend category available - S4060-Ray / Laser Equipment >\$5k. This spend category is to be used for an asset purchase of X Ray /Laser Equipment only. Any requisition with this spend category will automatically route to EHS for review and approval.

»» HOTEL AGREEMENTS

For departments entering into hotel room block agreements, please see [Hotel Room Block Agreements - Guidelines for Brown Departments](#) for helpful information.

Q: I have a hotel agreement that's a strategic Supplier, do I still need to have it reviewed in BCM?

A: Yes, please submit the agreement for review in BCM.

»» SUPPLIER DIVERSITY

You can find Information on [Supplier Diversity at Brown](#) located on our website. Included on the website is information regarding supplier diversity and supplier diversity classifications, and information on how to find qualified diverse suppliers.



DROP-IN SESSIONS WITH DEB & ELI
STAY TUNED FOR FURTHER DETAILS

Check out the NEW Financial Coordinator Hub in Workday