

# **CITY UNIVERSITY**

## **SUSTAINABLE PURCHASING POLICY**

The University recognises its responsibility to carry out its purchasing activities in an environmentally responsible and sustainable manner. The University will therefore strive to:

1. Comply with all relevant environmental legislation.
2. Investigate the impact of the University's spending in order to identify environmental impacts.
3. Encourage and persuade suppliers to operate environmentally friendly processes and supply environmentally friendly products.
4. Educate its suppliers concerning the University's sustainability objectives.
5. Work with key suppliers to bring about changes and thereby spread sustainability improvements throughout the supply chain.
6. Ensure that suppliers' environmental credentials are, as far as legally practicable, considered in the supplier appraisal process.
7. Ensure that, where appropriate, environmental criteria are used in the award of contracts.
8. Encourage internal purchasers to review their consumption of goods and materials, in order to reduce usage and adopt more environmentally friendly products, including the use of recycled products as appropriate.
9. Specify, wherever possible and reasonably practicable, the use of environmentally friendly materials and products.
10. Ensure that consideration is given to inclusion, within all specifications, of a facility for suppliers to submit offers for environmentally friendly alternatives.
11. Ensure that appropriate consideration is given to the costs and benefits of environmentally friendly alternatives.
12. Identify partners for environmental benchmarking, and adopt best practice wherever possible.
13. Explore opportunities for recycling of materials as appropriate.
14. Address barriers to entry so that SMEs and local suppliers are encouraged to bid for appropriate work.

Dated 12/2023