



POLICY ON SUSTAINABLE PROCUREMENT

Sustainable Procurement/Policy/V1.0

UPES

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1. Introduction

UPES recognizes that procurement practices significantly impact environmental, social, and economic sustainability. As an institution committed to responsible stewardship and sustainability leadership, UPES has developed this Sustainable Procurement Policy to ensure that every purchasing decision supports our values and long-term sustainability goals. This policy guides procurement practices to promote sustainability throughout the entire procurement lifecycle while adhering to applicable governmental mandates and industry standards.

2. Policy Statement

UPES is dedicated to integrating sustainability principles into its procurement processes. By doing so, we aim to minimize environmental impacts, promote social responsibility, and support economic development. This policy underscores our commitment to responsible procurement practices that benefit both the environment and the communities we serve, ensuring compliance with all relevant legal and ethical standards.

3. Core Principles

A. Environmental Responsibility

- **Sustainable Lifecycle Management:**
UPES prioritizes the purchase of goods and services that exhibit minimal environmental impact from production through disposal.
- **Minimizing Resource Consumption:**
We target reduced waste, lower energy consumption, and reduced greenhouse gas emissions by selecting products and suppliers with strong environmental credentials.
- **Eco-Friendly Materials and Packaging:**
The university encourages the use of environmentally friendly materials and packaging, striving to limit the use of single-use plastics and non-recyclable materials.

B. Social Responsibility

- **Upholding Human Rights and Labor Standards:**
UPES is committed to upholding human rights and ensuring fair labor practices, workplace safety, and ethical conduct throughout its supply chain.
- **Ethical Supplier Engagement:**
We prioritize working with suppliers who demonstrate a commitment to fair labor practices, workplace safety, and employee welfare.
- **Community Support and Social Inclusion:**
The institution seeks to bolster local communities by engaging with small, diverse, and locally based suppliers, thereby promoting social inclusion and community development.

C. Economic Development

- **Local Sourcing and Economic Support:**
UPES aims to support local and regional economies by sourcing goods and services from local suppliers whenever feasible.
- **Building Long-term Partnerships:**
We are committed to establishing enduring partnerships with suppliers who share our sustainability values and contribute to the economic well-being of the communities in which they operate.

- **Fostering Innovation:**

The university encourages suppliers to offer innovative, sustainable solutions and value-added services that align with our sustainability objectives.

D. Compliance and Transparency

- **Adherence to Laws and Regulations:**

UPES complies with all applicable environmental, labor, and anti-corruption laws and regulations governing procurement.

- **Transparent Procurement Processes:**

We maintain clear, accessible, and accountable procurement processes to ensure stakeholder interests are safeguarded.

- **Audit and Assessment:**

Regular audits and assessments are conducted to ensure compliance with this policy, identify areas for improvement, and reinforce transparency in supplier relationships.

4. Regulatory Framework and Government Mandates

UPES is committed to ensuring that its procurement practices are fully compliant with applicable governmental regulations and industry standards. The university will:

- **Ensure Policy Alignment:**

Align procurement practices with relevant national and international sustainability mandates.

- **Continuous Regulatory Compliance:**

Undertake regular updates and reviews of the policy to reflect evolving legal standards and emerging best practices in sustainable procurement.

- **Engage with Policy Initiatives:**

Collaborate with governmental and industry bodies to promote sustainability initiatives and drive continuous improvements in procurement operations.

5. Implementation Strategy

A. Communication and Awareness

- **Policy Dissemination:**

The Sustainable Procurement Policy will be made widely accessible via the university website, included in employee handbooks, and discussed during orientation sessions.

- **Awareness Campaigns:**

UPES will host seminars, workshops, and outreach activities to educate staff, faculty, and other stakeholders about sustainable procurement practices and the benefits of eco-friendly purchasing.

B. Training and Education

- **Mandatory Training Programs:**

Procurement personnel and related staff will undergo training programs focused on sustainability principles, ethical procurement, and regulatory compliance.

- **Ongoing Capacity Building:**

Regular refresher courses and continuous education initiatives will be provided to ensure that all relevant stakeholders remain updated on new developments, regulations, and best practices.

C. Supplier Evaluation and Engagement

- **Criteria Development:**

Clear criteria and guidelines will be established for evaluating suppliers based on environmental, social, and economic sustainability indicators.

- **Collaborative Partnerships:**

UPES will work closely with suppliers and industry partners to integrate sustainable practices throughout the supply chain, encouraging mutual growth and innovation.

D. Monitoring and Reporting

- **Regular Audits:**

Internal audits and assessments will be conducted periodically to monitor the effectiveness of sustainable procurement practices.

- **Progress Reporting:**

The university will transparently report on the progress of sustainable procurement initiatives to internal and external stakeholders, reinforcing accountability throughout the process.

6. Review and Continuous Improvement

UPES is committed to continually enhancing its sustainable procurement practices. This policy will be regularly reviewed to:

- Evaluate the effectiveness of implemented measures.
- Incorporate advancements in sustainable procurement technologies and methodologies.
- Adapt to changes in regulatory environments and new insights from sustainability research.
- Foster a dynamic culture of continuous improvement in procurement processes.

7. Conclusion

By adopting this Sustainable Procurement Policy, UPES reaffirms its leadership in sustainability and responsible stewardship. The integration of environmental, social, and economic considerations into our procurement processes supports our vision of a sustainable future. Every member of the UPES community is entrusted with upholding these practices, thereby reinforcing our commitment to environmental responsibility, social equity, and economic development.