

Sustainable Procurement and Purchasing Policy

Policy Adopted in: 2020

Policy Updated in: 2024

Application

This policy applies to all stakeholders involved in the procurement and purchasing activities at Galgotias University, including faculty, staff, vendors, and external suppliers.

Purpose

Galgotias University is committed to promoting environmental sustainability and social responsibility. We recognize the profound impact of our purchasing decisions and are dedicated to incorporating sustainability principles throughout the procurement process. This policy aligns with India's increasing focus on sustainable development and ensures that our procurement practices contribute to minimizing environmental impact, fostering social equity, and supporting local economies.

Policy Statement

The University is dedicated to:

Minimizing environmental impact through sustainable sourcing practices.

Supporting ethical and socially responsible suppliers.

Promoting practices that contribute to the overall well-being of the community and planet.

Key Objectives:

1. Minimize Environmental Impact We prioritize the purchase of products and services that:

Reduce resource consumption: Products and services should minimize energy and resource use across their lifecycle, including production, transportation, use, and disposal.

Use recycled or renewable materials: Whenever possible, we opt for products made from recycled, upcycled, or renewable materials.

Water Efficiency: We encourage the purchase of water-efficient products and services.

Waste Reduction: Products should be designed to minimize waste generation and promote recycling or composting.

2. Support Ethical and Social Responsibility We prioritize suppliers who:

Uphold fair labor practices, including providing fair wages, safe working conditions, and promoting employee well-being.

Commit to diversity and inclusion in the workplace and supply chain.

Avoid practices like child labor or exploitation in any form.

Support local businesses and communities by considering the feasibility and competitiveness of local suppliers while ensuring high quality standards.

Implementation

1. Evaluation Criteria

Sustainability will be integrated into the evaluation criteria for all procurement decisions, along with factors like price and quality. These criteria will include:

Lifecycle costing: Evaluating the total cost of ownership, considering environmental and social impacts.

Environmental certifications: Preferably selecting suppliers and products that hold certifications such as Energy Star, Bureau of Energy Efficiency (BEE) star ratings, and other relevant certifications.

Supplier sustainability practices: Assessing supplier codes of conduct and sustainability initiatives.

Local sourcing: Exploring opportunities for local procurement, supporting regional businesses while maintaining quality and cost standards.

2. Communication and Training: The University provides ongoing training to all staff involved in procurement to ensure understanding and effective implementation of this policy. The training covers:

Identifying sustainable products and services.

Navigating supplier certifications and sustainability practices.

Integrating lifecycle costing into decision-making.

3. Monitoring and Reporting: The University will monitor its progress toward achieving sustainable procurement goals and report regularly on performance. These reports will be made publicly available to demonstrate transparency, accountability, and continuous improvement.

Specific Actions

1. Paper and Printing

We prioritize the use of recycled content paper (at least 70%) and encourage double-sided printing.

Emphasis is placed on digital documentation and the use of cloud-based storage to reduce paper consumption.

2. Electronics

We purchase energy-efficient electronics that are certified with Energy Star or BEE ratings.

We ensure responsible e-waste disposal in compliance with India's E-waste (Management) Rules, 2016, to ensure environmentally sound recycling practices.

3. Furniture and Supplies

The University prioritizes durable and energy-efficient furniture made from recycled materials when possible.

We promote the use of reusable or recyclable supplies that are both practical and cost-effective.

4. Cleaning and Janitorial Products

We choose environmentally friendly cleaning products that are low in toxicity and biodegradable, aligning with India's focus on eco-friendly cleaning solutions.

5. Construction and Renovation

We favor sustainable building materials with low embodied energy, such as recycled steel and fly ash bricks, in construction and renovation projects.

The University follows green building certification standards like LEED or IGBC wherever applicable, to ensure sustainable building practices.

6. Transportation

The University explores sustainable transportation options for campus operations, including electric vehicles (EVs) and initiatives to encourage the use of public transportation.

Infrastructure for EV charging stations is being developed on campus to support the growing adoption of electric vehicles.

Governance and Oversight

The Sustainable Procurement Committee has been established to oversee the implementation of this policy. The committee will:

Monitor adherence to sustainable procurement practices.

Recommend improvements and new initiatives.

Keep up-to-date with evolving best practices, regulations, and innovations in sustainable procurement.

Review and Revision

This policy will be reviewed periodically to ensure its continued relevance and effectiveness. Updates will be made as necessary to align with evolving environmental standards, industry practices, and legal requirements. The University will incorporate feedback from stakeholders to improve its sustainable procurement practices.

Conclusion

Galgotias University is committed to sustainability and strives to integrate environmental and social responsibility into all procurement activities. By adhering to this policy, the University aims to contribute positively to environmental preservation, promote ethical business practices, and support the growth of local economies, aligning with India's broader sustainable development goals.