



**AMITY UNIVERSITY**  
— **UTTAR PRADESH** —

## **Sustainable Purchasing Policy**

## I. Purpose

The purpose of this policy is to establish guidelines for the purchase of products and services that support sustainability and environmental responsibility. The policy applies to all university departments and units.

## II. Scope

This policy covers all purchases of goods and services, including but not limited to:

- Food and beverages
- Office supplies
- Cleaning and janitorial supplies
- Furniture and equipment
- Construction materials
- Energy
- Transportation

## III. Policy

1. Prioritize local and sustainable sources. The university will prioritize the purchase of products and services from local and sustainable sources whenever possible. This includes products that are:
  - Produced or grown within a 100-mile radius of the university
  - Certified organic or fair trade
  - Made from recycled or recyclable materials
  - Energy efficient
  - Water efficient
  - Non-toxic
2. Minimize waste. The university will minimize waste by purchasing products with minimal packaging, purchasing reusable products, and composting food scraps and other organic waste.
3. Support sustainable practices. The university will support sustainable practices by purchasing products from companies that are committed to environmental responsibility. This includes companies that have:

- Reduced their greenhouse gas emissions
  - Conserved water
  - Implemented waste reduction programs
  - Used recycled materials in their products
4. Educate and engage the university community. The university will educate and engage the university community about sustainable purchasing practices. This will include:
- Providing information about sustainable purchasing options
  - Hosting workshops and events on sustainable purchasing
  - Recognizing departments and units that are leaders in sustainable purchasing

#### IV. Implementation

1. Purchasing staff training. Purchasing staff will be trained on the university's sustainable purchasing policy and procedures.
2. Vendor requirements. Vendors will be required to provide information about their environmental practices.
3. Tracking and reporting. The university will track and report on its progress towards meeting its sustainable purchasing goals.

#### V. Enforcement

1. Non-compliance. Failure to comply with this policy may result in disciplinary action.

#### VI. Review

1. Annual review. This policy will be reviewed annually and updated as needed.