



Nottingham Trent Students' Union (NTSU) Sustainable Procurement Policy

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1. Introduction

The Sustainable Procurement Policy is established to ensure the ongoing commitment of NTSU to having a sustainable approach and strengthening the environmental dimensions of our decision making. NTSU is aware of the potential damaging impact to the planet that the scope of our procurement could have, and this policy will mitigate against that.

2. Purpose of the Policy

The purpose of this policy is to define guidelines for sustainable procurement where applicable, and to foster a collaborative approach between NTSU staff members and our suppliers.

3. Policy Scope

This policy is applicable to any members of NTSU staff who procure or purchase from suppliers outside of the NUSSL trading consortium. We will endeavour to encourage behaviours we expect from NUS but are bound by certain procurement rules set in our trading arrangements with them.

4. Policy Guidelines

- 4.1. Ensure the sustainability risks and impacts for products and services are known and acted upon, to reduce supply chain carbon emissions and ensure all procurement is in line with the NTSU Sustainability Strategy where possible
- 4.2. Raise awareness and promote best practice in sustainable procurement across NTSU, making access to necessary information freely available
- 4.3. NTSU will consider the sustainability credentials of suppliers when entering into purchasing and tender agreements, and ensure suppliers are made aware of the NTSU Sustainability Strategy and the Sustainable Procurement Policy, where applicable
- 4.4. NTSU will exclude the use of environmentally damaging supplies where a viable alternative is available
- 4.5. Address barriers to sustainable procurement with NUS and the NUSSL purchasing consortium
- 4.6. NTSU will promote the purchase of supplies created from sustainable, renewable or recycled resources
- 4.7. NTSU have responsibility for ensuring the sustainability of cleaning products used by NTSU staff members
- 4.8. NTSU shall always seek to, where possible, increase it's Fair Trade range in it's outlets



4.9. NTSU shall look into the ethical and environmental standing of any company before selling or promoting its products. The working practices, the nature of its business, the supply chain, and its majority shareholder should be taken into account where this information is available

5. Policy Review

5.1. This policy will be reviewed annually to ensure its alignment with NTSU's strategic goals and its continued effectiveness in supporting the sustainable goals of NTSU

5.2. NTSU encourages a culture of continuous improvement. Feedback from staff will be considered to refine the policy and enhance its impact