



University of Leicester Students' Union

ENVIRONMENTAL PROCUREMENT POLICY

INTRODUCTION

The University of Leicester Students' Union Environmental Sustainability Policy was published in November 2009 and has been approved by Student Council

The main aims of the strategy are to:

- Reduce consumption of vital resources such as energy and water.
- Increase our energy efficiency.
- Reduce the level of harmful emissions into the atmosphere resulting from our activities.
- Reduce environmental impacts arising from our energy consumption as far as is practical, consistent with the operational needs of our activities.
- Promote recycling and the use of recycled and biodegradable materials, and thereby reduce consumption of raw materials.
- Minimise waste of all forms produced by and occurring within our activities.
- Promote environmentally sensitive procurement arrangements within our activities.

The Environmental Sustainability Policy document states:

"The University of Leicester Students' Union recognises that its activities have the potential for both positive and negative impacts upon the environment at local, national and global levels. The Union acknowledges its responsibility for environmental protection and also aims to contribute to the national commitment to sustainable development. It will seek to achieve continual improvement in how it measures and responds to its environmental impacts and actively communicate this to students and stakeholders."

THE POLICY

- The Environmental Procurement Policy aims to identify those areas where procurement can assist the Union in achieving the aims and targets published in the Environmental Sustainability Policy and, in so doing, ensure that goods and services are fit for purpose and that their

manufacture, transport, use and disposal have minimal impact on the environment.

- In some instances there will be additional costs to the Union in following the Environmental Sustainability Policy and this will have to form part of the evaluation process before introducing alternative goods and services.

Energy and Water

- The Union will use the services of the University's Environment Team to purchase these services.
- The Environment Team will regularly monitor and make recommendations to the Union in respect of environmental considerations linked to procurement decisions for energy and water.

Lighting

- Where ever practical the Union should replace inefficient lights and buy and stock only low energy lamps and tubes.
- The purchase and use of high wattage up-lighters in areas that have adequate lighting should be prohibited. If secondary lighting is thought necessary then this should be achieved by the purchase of low energy desk lamps.

Equipment

- When purchasing equipment which consumes energy or water due regard should be given to energy and water efficiency.
- Consideration should also be given to equipment that either contains recycled and/or biodegradable products or has components that are recyclable after use.

Packaging

- Consider ways in which the Union can encourage suppliers to reduce the amount of packaging used or to use recycled and/or biodegradable packaging materials on products that are purchased and to send for recycling as much waste packaging materials as possible.

Consumables

- This category includes items such as stationery, paper products, printer toners, ink cartridges etc.
- Continually review products with a view to giving preference wherever feasible to those which are or can be recycled; whilst achieving best value for the Union.

Vehicles

- To consider environmental factors when determining vehicle replacement policies and in selection of particular vehicles to suit operational need.

Timber

- Timber and timber products shall only be purchased if originating from sustainable and legal sources and never purchase any product made with tropical hardwoods

General

Wherever possible the Union should avoid purchasing products or substances containing/using/manufactured:

- with ozone depleting substances such as CFCs and HCFCs
- with substances with a high global warming potential such as HFCs, PFCs, methane etc.
- with toxic substances such as mercury etc.

Although the above areas have been specifically included in this document this list is by no means exhaustive and any other area that can be identified as having an impact on the environment should be considered as falling within the scope of this policy.