



**UNIVERSITY OF ENGINEERING AND MANAGEMENT,  
KOLKATA**

**SUSTAINABLE PROCUREMENT POLICY**

**University Campus**

University Area, Plot No. III, B/5, New Town Rd, Action Area III, Newtown, Kolkata,  
West Bengal 700160



*Consent B*  
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# **SUSTAINABILITY PROCUREMENT POLICY**

This policy is called the Sustainable Procurement Policy and is aligned with the principles of environmental responsibility, social equity, and economic sustainability, in accordance with the United Nations Sustainable Development Goals (SDGs).

## **1. Introduction**

University of Engineering and Management, Kolkata (UEMK) is committed to responsible procurement that contributes to a more sustainable and equitable future. This policy outlines the University's strategy to integrate environmental, social, and economic considerations into its procurement practices. It reflects UEMK's dedication to reducing environmental impacts, supporting green and ethical supply chains, and promoting overall sustainability through informed purchasing decisions.

## **2. Objectives**

The objectives of the Sustainable Procurement Policy are as follows:

- Minimize the University's environmental footprint through sustainable purchasing.
- Encourage socially responsible sourcing and fair labour practices.
- Support local and sustainable businesses, including small and minority-owned enterprises.
- Promote accountability and transparency in procurement operations.
- Foster innovation and continuous improvement in procurement practices.

## **3. Guiding Principles**

The University shall be guided by the following principles in all procurement activities:

### **3.1 Environmental Responsibility**

3.1.1 Prioritize procurement of products and services that reduce environmental impacts.

3.1.2 Encourage use of recycled, energy-efficient, low-emission, and sustainably sourced goods.

### **3.2 Social Responsibility**

- 3.2.1 Promote ethical sourcing and ensure fair labour practices across the supply chain.
- 3.2.2 Embrace diversity, equity, and inclusion in vendor selection and engagement.

### **3.3 Economic Responsibility**

- 3.3.1 Support local and regional businesses with sustainable practices.
- 3.3.2 Promote procurement from small and minority-owned enterprises.

### **3.4 Lifecycle Consideration**

- 3.4.1 Evaluate products and services based on their full lifecycle—from raw material sourcing, production, distribution, use, and disposal.

### **3.5 Transparency**

- 3.5.1 Ensure all procurement activities adhere to relevant environmental, social, and procurement laws.
- 3.5.2 Maintain transparent and well-documented procurement processes

The committee shall meet once in six months to deliberate and review the purchase matters related to sustainability in the campus.

## **4. Procedure and Implementation**

UEMK will take the following measures to implement sustainable procurement practices:

- Integrate sustainability criteria into procurement guidelines and supplier evaluations.
- Conduct training programs for procurement personnel on sustainability topics.
- Engage with vendors and contractors to promote adoption of sustainable practices.
- Develop and maintain sustainability metrics and reporting mechanisms.
- Regularly review procurement processes to identify areas for sustainability enhancement.



## **5. Supplier Expectations**

Suppliers and contractors engaged by the University are expected to:

- Comply with environmental, health, safety, and labour regulations.
- Demonstrate ethical sourcing, fair trade, and responsible business conduct.
- Implement measures to reduce waste generation, emissions, and resource consumption.
- Foster inclusive practices that support diversity and community development.

## **6. Approving Authority**

Vice Chancellor shall be the approving authority for all the purchases related to sustainability at campus.

## **7. Review of Policy**

This policy shall be reviewed annually by the concerned authority to evaluate its effectiveness and alignment with sustainability goals. Amendments and updates will be made as necessary to ensure continued relevance and impact.

## **8. Compliance**

The Registrar, Deans, and Heads of Departments (HoDs) shall ensure the implementation of this policy. Compliance will be tracked through periodic reports and audits conducted by the Internal Green Audit Committee. External audits may also be carried out through competent agencies to validate sustainable procurement efforts and adherence to the policy framework.