

Benha University Sustainable Procurement/ Purchasing Policy

سياسة جامعة بنها للشراء / المشتريات المستدامة

Policy Aim:

This policy aims to establish a clear interpretation of the processes and procedures related to sustainable procurement and to ensure that university staff considers social and environmental responsibility in their purchasing decisions, with the goal of enhancing social responsibility and environmental sustainability.

This includes the use, maintenance, and disposal of goods and services that: improve energy, water, and other material efficiency; utilize renewable resources; drive the university towards renewable energy production; safely eliminate waste, especially hazardous materials; enhance the physical environment of the campus; protect and promote the health of the campus community; encourage Benha University staff to adopt sustainability practices; and support locally produced goods and services.

Policy Scope:

The policy provides guidance, information, and resources for developing sustainable purchasing practices, contractors working on-site, designing new buildings, renovation, maintaining and improving building efficiency, and managing and maintaining green spaces.

Key Responsibilities:

All staff in the procurement department strives to achieve the objectives of this policy by:

- Inquiring whether the purchase is necessary, aiming to reduce consumption and explore options for reusing existing assets and sharing them.
- Coordinating with departments and procurement staff for advice on environmental issues related to purchasing.
- Incorporating sustainable procurement into the university's procurement procedures, practices, and policies.
- Encouraging suppliers to promote awareness and good environmental practices.
- Educating staff about the university's sustainability goals, which include:
- Reducing waste, preventing pollution, and conserving natural resources;
- Enhancing resource efficiency by eliminating, reducing, reusing, and recycling waste.

Policy Statement:

Purchasing decisions have significant social, economic, and environmental impacts at both local and global levels. Therefore, Benha University is committed to implementing a sustainable purchasing policy that ensures value for money.

Benha University aims to establish the principles of sustainable purchasing in its business practices and ethics to ensure that its activities and services meet the diverse needs of stakeholders by:

Environmental Responsibility:

Prioritizing the purchase of environmentally friendly products that reduce negative impacts on the environment, including products made from recycled materials, energy-efficient appliances, and eco-friendly cleaning supplies.

Social Responsibility:

Ensuring Supplier Commitment:

Guaranteeing that suppliers adhere to fair labor practices and respect human rights, including compliance with local labor laws, non-discrimination policies, and fair wages.

Local and Sustainable Products:

Prioritizing the purchase of local and sustainable products to support the local economy, reduce carbon emissions associated with transportation, and effectively support local small and medium-sized suppliers to contribute to economic growth.

Engagement and Collaboration:

Collaborating with suppliers, stakeholders, and industry groups to promote sustainability and encourage continuous improvement in environmental and social performance. This includes sharing best practices with suppliers, setting sustainability goals, and addressing sustainability challenges at all stages of the supply chain.

Supplier Evaluation:

Evaluating suppliers based on their environmental and social performance, ensuring compliance with our code of conduct, with the possibility of excluding certain investments from companies that follow poor business practices inconsistent with ethical and sustainable principles.

Reporting and Transparency:

Maintaining transparency in purchasing processes to ensure reporting on sustainable purchasing practices annually.

Tracking Key Performance Indicators (KPIs):

Key performance indicators related to sustainable purchasing will be tracked, such as the percentage of sustainable products purchased, supplier compliance with sustainability standards, and identifying areas for improvement.

Review of Policy:

The policy will be reviewed periodically to ensure the effectiveness of sustainability practices. Regular reviews and updates will be conducted to ensure its effectiveness in addressing evolving environmental challenges.