

University Policy: Sustainable Purchasing

Policy Category: Sustainability

Subject: Waste

Procedures: [Addendum A - Sustainable Purchasing Procedures](#)

Office Responsible for Review of this Policy: Sustainability

Related University Policies: American College and University Presidents Climate Commitment; Green Building Policy; Green Cleaning Policy; Talloires Declaration; Zero Waste Policy

I. SCOPE

The policy provides guidelines, information and resources for developing sustainable purchasing practices that apply to procurement conducted by all University departments and offices.

II. POLICY STATEMENT

Consistent with American University’s goal to “Act on our values through social responsibility and ... an active pursuit of sustainability,” the purpose of this policy is to guide University procurement in ways that advance social responsibility and environmental sustainability by using, maintaining, disposing or re-purposing, goods and services which: improve energy, water, and material efficiency; utilize renewable materials; advance the University toward carbon-neutrality or net positive renewable energy production; eliminate waste, especially hazardous materials; enhance the physical campus environment; protect and enhance the health of the campus community; encourage AU employees to adopt sustainability practices; offer additional consideration to vendors with sustainable production, distribution and end of life management systems or services; support locally produced goods and services; educate the University campus and the extended community about sustainability.

III. DEFINITIONS

Best Value: A result intended in the acquisition of all goods and services based on consideration of total cost of ownership, product lifecycle impacts, human health and equity concerns, product quality and performance, and vendor quality of service.

Product Lifecycle Impacts: The social and environmental costs and benefits resulting from a product over its life span, from raw material acquisition, manufacturing, distribution, use, maintenance, and end of life management.

Total Cost of Ownership: The real cost for a product, encompassing materials, installation, maintenance, anticipated repairs, necessary monitoring, and end of life management.

IV. POLICY

Sustainable Purchasing Guiding Principles

University personnel shall conduct purchasing in accordance with the following principles:

1. Utilize procurement to act on the University's values of social responsibility and environmental sustainability;
2. Support the University policy of striving to produce zero waste, by reducing overall consumption and shifting to products with reduced product lifecycle impacts;
3. Support the University commitment to eliminate and offset our greenhouse gas emissions;
4. Consider total cost of ownership, rather than low purchase price, when evaluating the financial competitiveness of procurement contracts;
5. Require sustainability standards and certifications whenever they are available, with preference for those which are developed by third-parties through balanced stakeholder processes, and which are independently verified throughout a product's chain of custody;
6. Continuously improve sustainable purchasing practices; and
7. Serve as a model of sustainable purchasing to our community of consumers and suppliers.

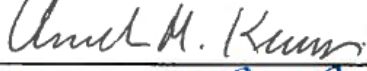
V. FREQUENCY OF REVIEW AND UPDATE

Any party mentioned in the Policy section above may initiate review and update at any time. The Office of Sustainability will initiate review and update not less than two years from the effective date, or date of last review or update, whichever is most recent.

VI. EFFECTIVE DATE AND APPROVAL

Last reviewed: December 3, 2009.

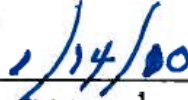
This Policy is considered effective when signed by the officers listed below.



President



Vice President



Date approved