

## 27.4.1 SUSTAINABLE PROCUREMENT PLAN

### Introduction

SOAS recognises that it can contribute towards the conservation and protection of the natural environment by adopting policies on sustainable procurement of goods and services. This document describes SOAS' detailed sustainable procurement plan.

Sustainable Procurement Goal	Responsible Party	Target date for completion
Adoption of formal procurement goal of minimising carbon emissions from goods and services provided to SOAS.	Finance	August 2009
Make use of the DEFRA "Buy sustainable – quick wins" 2008 Best Practice Specifications when equipment and goods are purchased.	Finance	From April 2009
Make use of EU Energy rating scheme to select A rated equipment only	Finance	From April 2009
Ensure that where economically viable, recycled goods are used in preference to new items	Finance	From April 2009
When recyclable items are available, purchase these in preference to non-recyclable alternatives	Finance	From April 2009
Work towards gaining Fairtrade accreditation and promote, use and support Fairtrade products where possible	Finance	From August 2009
Phase out the use of plastic bottles and provide water filtered on-site in re-usable glass containers	Finance	From August 2009
Ensure that maximum use is made of recyclable or bio-degradable packaging for food services provided within School premises	Finance	From August 2009
Ensure that no new comfort air-conditioning systems are installed, and that zero-carbon cooling systems are used when existing systems are replaced	Finance/ Estates	From April 2009
Energy manager to vet all capital funding requests to assess environmental impact	Energy manager	From August 2009
Ensure that maintenance budgets include provision for upgrades to reduce carbon emissions where possible	Estates Management	From August 2009
Extend collaborative procurement arrangements together with increased use of e-procurement where this can be shown to give environmental benefits.	Finance	From April 2009