

Trinity College Dublin - The University of Dublin

SUSTAINABLE PROCUREMENT POLICY

This policy supports, and is supported by, the [Trinity College Dublin Sustainability Policy](#).

This policy applies to all members of staff at Trinity who are involved in purchasing goods and services.

Purpose

The purpose of this policy is to support the University's overarching Strategic Plan and to ensure that staff involved in the procurement of goods, services and works throughout the University consider appropriate environmental, social and economic factors in their purchasing decisions.

Sustainable Procurement – Definition

Sustainable Procurement is an approach to sourcing fit-for-purpose products and services that takes into account the economic, environmental and social impacts of a supply network.

Also known as 'green purchasing', sustainable procurement addresses environmental and social factors, as well as the total costs associated with each purchase. It means looking at what products are made of, where they come from, how they are made, and how they will be disposed of.

It is also about evaluating whether a purchase needs to be made at all, e.g., consider renting/ leasing, loaning or sharing existing equipment with various schools/departments on campus and with other institutions.

Sustainable Procurement should consider the environmental, social and economic consequences of: design; non-renewable material use; manufacture and production methods; logistics; service delivery; use; operation; maintenance; reuse; recycling options and disposal of all goods and services purchased by the University. Suppliers' capabilities to address these consequences throughout the supply network should also be taken into consideration.

Policy statement

Trinity has a long-standing commitment to leadership in the area of sustainability.

As part of that commitment, the Procurement Office has incorporated the principles of sustainable purchasing into many of its contracts. Consistent with the University's sustainability goals, Trinity shall require all tendered suppliers to incorporate sustainable practices and sustainable elements in the goods and services they provide.

Trinity will promote environmentally responsible procurement by identifying sustainable products and services, practices, processes and procedures.

Objectives

Trinity's objectives for Sustainable Procurement are to:

- comply with all relevant legislative and regulatory requirements;
- reduce the demand for products and services by promoting the waste hierarchy of 'reduce, reuse, recycle', thereby cutting down on waste and promoting re-use and recycling;
- source sustainable products and services where reuse or repurposing are unavailable;
- prioritise environmental, economic and social repercussions when purchasing goods or services;
- include sustainability criteria when evaluating tenders from potential suppliers;
- ensure the efficient management of existing resources;



- promote compliance with Trinity's sustainable procurement guidelines when considering the purchase of goods or services; and
- encourage all staff commissioning procurement of products or services to consider sustainability issues that their purchase may raise.

Further guidance for departments on sustainable procurement is available on Trinity's Procurement webpage.

Responsibility: The Procurement Manager is responsible for maintaining this policy.

Related Documents:

[Trinity Sustainability Policy](#)

Trinity Sustainable Procurement Guidelines

Document Control:

Date approved: November 27th 2019

Date of next review: November 2021