

## University of Westminster

### Supplier Sustainability Charter

The University of Westminster is committed to being a sustainable and socially responsible organisation. Through our procurement activity we are committed to meeting the needs for goods and services in a way that achieves value for money on a whole-life basis with minimal adverse impacts on the environment and society. We are committed to ensuring that these objectives are reflected in the products and services we procure. We are dedicated to building strong supplier relationships in order to deliver these shared objectives and drive continuous improvement.

This Sustainability Charter has been developed in line with the University of Westminster's Sustainability Policy<sup>1</sup> and forms a joint statement between the University and its suppliers to agree to work together towards best practice and support of the University's sustainability initiatives.

### Supplier Commitments

The University expects suppliers to demonstrate an ongoing commitment to conducting their operations in a way which ensures protection of the environment and continuous improvement towards sustainable development. In addition to compliance with all applicable statutory and legal requirements, the University expects suppliers to comply with the following principles where applicable:

- Suppliers must comply with the Modern Slavery Act 2015
- Suppliers must respect the Ethical Trading Initiative Base Code<sup>2</sup> which sets our core principles of the fundamental rights at work which must be maintained.
- Suppliers are expected to support the University's initiatives towards environmental sustainability, including:
  - Reduction of carbon emissions
  - Conservation of energy, water and other scarce or non-renewable resources
  - Reduction of single use packaging, in particular plastic
  - Ensuring products derived from wildlife, such as wood, paper and leather goods, are from certified sustainable sources where applicable and comply with European Commission and international trading rules
  - Using refurbished and recycled products and materials
  - Phasing out or minimising hazardous emissions such as greenhouse gases and VOC emissions
  - Being responsive to the local community and ensuring stakeholder views are considered as part of the decision-making process

Where appropriate to the size and circumstance of an organisation, the University may expect suppliers to demonstrate progress against the above principles. This may be shown, for example, by demonstrating that relevant policies and procedures are in place.

The University expects suppliers to disclose information of any serious negative incidents relating to the above principles that may be caused directly or indirectly (i.e. by an organisation along their supply chain) by the organisation.

All suppliers should be willing to work with the University to secure the more sustainable option within a tender.

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<sup>1</sup> <https://www.westminster.ac.uk/about-us/our-university/vision-mission-and-values/corporate-social-responsibility>

<sup>2</sup> Available at: <https://www.ethicaltrade.org/eti-base-code>

Note, this code constitutes minimum and not maximum standards.



### University Commitments

The University will assess suppliers' progress towards the commitments outlined in this Charter on a regular basis and, if necessary work with suppliers to help them improve the sustainability of products or services over the lifetime of a contract. If a supplier consistently contradicts the commitments outlined in this document and will not work with us to make improvements, the University may terminate the business relationship.

The University is committed to monitoring and measuring our economic, environmental and social impacts against the United Nation's Sustainable Development Goals (SDG's), including our progress towards Responsible Procurement.

This Sustainability Charter will be made available to all University suppliers on our website, and will be communicated to suppliers as part of procurement processes. This Charter will be reviewed and updated, as necessary, on an annual basis.

Dr Peter Bonfield

Vice-Chancellor and President, University of Westminster  
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