

# KHWAJA MOINUDDIN CHISHTI LANGUAGE UNIVERSITY, LUCKNOW

## **SUSTAINABLE PROCUREMENT POLICY**

### **1. Introduction and Institutional Commitment**

Khwaja Moinuddin Chishti Language University (KMCLU), a U.P. State Government University, is committed to environmental protection, social responsibility, and ethical governance in all its institutional functions. In continuation of its Environmental Policy and Green Campus initiatives, the University recognizes that procurement practices significantly influence environmental impact, carbon footprint, waste generation, and social equity.

As a public institution, KMCLU acknowledges that responsible procurement is a strategic tool for advancing sustainable development. On these lines, the University follows the Government Mandate of purchasing all its requirements from GeM Portal (Government e-MarketPlace) for paperless and cashless transactions, in a transparent manner. This Sustainable Procurement Policy establishes a structured framework to ensure that all purchasing and contracting decisions integrate Environmental, Social, and Governance (ESG) considerations while maintaining transparency, fairness, and financial prudence.

### **2. Objectives of the Policy**

The key objectives of this policy are to:

- Integrate sustainability principles into all procurement and purchasing decisions.
- Minimize environmental impact associated with goods, services, and works procured by the University.
- Promote energy efficiency, waste reduction, and responsible resource utilization.
- Encourage ethical supply chains and fair labor practices.
- Support local and regional sustainable enterprises.
- Ensure long-term value through lifecycle cost assessment rather than lowest initial cost alone.

- Enhance transparency and accountability in procurement processes.

### **3. Scope and Applicability**

This policy applies to all procurement activities undertaken by the University, including:

- Purchase of equipment, laboratory instruments, and IT hardware
- Office supplies, stationery, and furniture
- Infrastructure development and civil works
- Energy systems and utility services
- Facility management and housekeeping contracts
- Canteen and hostel procurement
- Event management and printing services
- Outsourced service providers and vendors

All departments, administrative units, and committees involved in procurement shall comply with this policy alongside applicable government procurement rules.

### **. Sustainable Procurement Framework**

KMCLU adopts a procurement approach that balances quality, cost-effectiveness, and sustainability. Procurement decisions shall consider environmental, social, and ethical implications in addition to price and performance.

#### **4.1 Environmental Considerations**

Preference shall be given to products and services that:

- Are energy-efficient and certified under recognized efficiency standards
- Use renewable or recyclable materials
- Minimize packaging waste
- Have lower carbon footprints
- Are biodegradable or environmentally safe
- Promote water conservation and resource efficiency
- In lines with “circular economy” requirements

The University shall encourage vendors to provide environmental certifications and sustainability disclosures wherever applicable.

#### **4.2 Social and Ethical Considerations**

Procurement decisions shall promote:

- Fair labor practices and compliance with labor laws
- Non-discrimination and inclusive employment practices
- Safe working conditions
- Ethical sourcing of raw materials
- Transparency in supply chains

Suppliers may be required to adhere to a Supplier Code of Conduct aligned with KMCLU's sustainability and ethical values.

### **4.3 Lifecycle Costing and Long-Term Value**

The University shall consider total lifecycle cost rather than only the initial purchase price. This includes:

- Energy consumption costs
- Maintenance and repair expenses
- Durability and expected lifespan
- Disposal or recycling costs

Such an approach ensures that environmentally responsible products also deliver long-term economic benefits.

## **5. Priority Areas for Sustainable Procurement**

In alignment with the Environmental Policy, the University shall prioritize procurement in the following areas:

- LED lighting and energy-efficient electrical equipment
- Solar energy systems and renewable installations
- Recycled paper and eco-friendly stationery
- Digital solutions to reduce paper-based processes
- Water-efficient plumbing fixtures
- Waste segregation bins and recycling systems
- Electric or battery-operated campus vehicles
- Sustainable construction materials for infrastructure projects

Single-use plastics shall be discouraged, and vendors shall be encouraged to adopt minimal and eco-friendly packaging practices.

## **6. Local Sourcing and Community Engagement**

KMCLU shall, wherever feasible and compliant with procurement regulations, encourage procurement from:

- Local and regional vendors
- Micro, Small and Medium Enterprises (MSMEs)
- Women-led and socially responsible enterprises
- Vendors demonstrating sustainable business practices

Local sourcing reduces transportation-related emissions, strengthens the regional economy, and fosters community engagement.

## **7. Governance, Implementation, and Oversight**

Implementation of this policy shall be ensured through established administrative mechanisms.

- The Procurement Section shall integrate sustainability criteria into tender documents and evaluation frameworks.
- The Environment Sustainability Board may provide advisory inputs on major procurement decisions with environmental implications.
- Tender evaluation committees shall incorporate sustainability parameters where feasible.
- Periodic sustainability audits of procurement practices may be conducted.

Capacity-building workshops and awareness sessions shall be organized to sensitize staff and stakeholders about sustainable procurement practices.

## **8. Waste Reduction and Circular Economy Approach**

The University shall actively promote waste minimization through:

- Avoidance of unnecessary purchases
- Preference for reusable and repairable products
- Promotion of digital documentation and e-governance
- Vendor take-back programs for electronic waste
- Segregation and responsible disposal of obsolete materials

Departments demonstrating reduction in resource consumption may be recognized as part of green campus initiatives.

## **9. Monitoring, Reporting, and Transparency**

KMCLU shall ensure regular monitoring of procurement practices through:

- Documentation of sustainable procurement expenditure
- Tracking reduction in paper and plastic usage
- Monitoring energy-efficient equipment procurement
- Recording vendor compliance with sustainability requirements

Annual sustainability reports may include procurement-related indicators aligned with accreditation frameworks

## **10. Review and Continuous Improvement**

This policy shall be reviewed every three years or earlier if required to align with:

- Changes in environmental regulations
- Advances in sustainable technologies
- Government procurement reforms
- Institutional sustainability goals

Continuous improvement shall be pursued to strengthen sustainability outcomes and institutional accountability.

## **11. Conclusion**

Through this Sustainable Procurement Policy, Khwaja Moinuddin Chishti Language University formalizes its commitment to responsible consumption, ethical supply chains, and environmental stewardship. By embedding sustainability into procurement systems, KMCLU aims to reduce its ecological footprint, promote social responsibility, and enhance institutional credibility in national and international sustainability assessments.