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## Cyprus International University Sustainable and Ethical Procurement Policy

### Purpose

This policy establishes guidelines for the ethical sourcing of food and supplies at Cyprus International University (CIU). It aims to ensure that all food and supplies procured by the university adhere to the highest standards of ethical and sustainable practices, including the prohibition of child labor and other forms of exploitation.

### Scope

This policy applies to all departments and individuals involved in procuring food and supplies for Cyprus International University, including catering services, food vendors, and suppliers.

### Policy Statement

Cyprus International University is committed to sourcing food and supplies that are produced and distributed ethically. We aim to support practices that protect human rights, promote environmental sustainability, and foster community well-being.

### Principles

- Prohibition of Child Labor:** CIU strictly prohibits the sourcing of food and supplies from suppliers that employ child labor, as defined by the International Labour Organization (ILO). Suppliers must comply with minimum age requirements and ensure that all workers are of legal working age.
- Fair Labor Practices:** Suppliers must uphold fair labor practices, including safe working conditions, fair wages, and reasonable working hours. Discrimination, harassment, and exploitation in any form are not tolerated.
- Sustainability:** CIU prioritizes sourcing food and supplies that are produced sustainably. This includes supporting local, organic, and environmentally friendly products and reducing packaging waste.
- Animal Welfare:** Suppliers must adhere to humane treatment standards for animals and ensure that any animal products sourced comply with ethical practices.
- Transparency and Accountability:** CIU will maintain transparency in its sourcing practices and hold suppliers accountable for their adherence to ethical standards. Regular assessments will be conducted to ensure compliance with this policy.

### Implementation

#### 1. Supplier Selection and Evaluation

- **Due Diligence:** Conduct thorough evaluations of potential suppliers, assessing their labor practices, sustainability efforts, and compliance with ethical standards.
- **Supplier Code of Conduct:** All suppliers must agree to a Supplier Code of Conduct outlining CIU's expectations regarding labor practices, sustainability, and ethical behavior.

## 2. Training and Awareness

- **Staff Training:** Provide ethical sourcing practices training for procurement staff and relevant university personnel, emphasizing the importance of human rights and sustainability.
- **Supplier Workshops:** Organize workshops for suppliers to educate them about CIU's ethical sourcing goals and expectations.

## 3. Monitoring and Reporting

- **Regular Audits:** Conduct periodic audits of suppliers to ensure compliance with this policy, focusing on labor conditions, sustainability practices, and animal welfare.
- **Reporting Mechanism:** Establish a confidential reporting mechanism for employees and stakeholders to report any suspected violations of this policy.

## 4. Continuous Improvement

- **Feedback and Review:** Gather feedback from stakeholders to continually improve sourcing practices and align with best practices in ethical sourcing.
- **Policy Review:** This policy will be reviewed every two years to ensure its effectiveness and relevance in promoting ethical sourcing of food and supplies.

## Responsibilities

- **Procurement Team:** Responsible for implementing this policy, conducting supplier evaluations, and ensuring compliance.
- **All Employees:** Expected to adhere to the principles of this policy and report any concerns regarding unethical sourcing practices.
- **University Management:** Provide support and resources for implementing this policy and promote a culture of ethical sourcing.

By adopting this Policy on Ethical Sourcing of Food and Supplies, Cyprus International University aims to promote responsible sourcing practices that protect human rights, support sustainability, and contribute to a healthy community.