ULUSLARARASI KIBRIS ÜNİVERSİTESİ
CYPRUS INTERNATIONAL UNIVERSITY

TIMES HIGHER EDUCATION / IMPACT RANKINGS EVIDENCE FACT FILE

SDG 12 / INDICATOR 12.2.8
Policies Extend to Equipment, Stationery and Building Suppliers

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SDG 12	12.2.8	7
Responsible Consumption and Production	Policies extend to equipment, stationery and building suppliers	Principles in CIU's Sustainable and Ethical Procurement Policy

Purpose of this evidence file

This fact file documents how Cyprus International University's (CIU) policies extend to outsourced suppliers and the supply chain, including suppliers of equipment, stationery and building contracts, supporting THE Impact Rankings SDG 12 measure 12.2.8. The Sustainable and Ethical Procurement Policy (Version 1 created 5 May 2020, Version 2 of 19 January 2023) binds "suppliers" through a Supplier Code of Conduct, due diligence and audits. Its scope names food and "supplies" without listing categories, so this file shows where other CIU policy annexes reach equipment, stationery and construction. The source document is reproduced in Appendix 1.

INDICATOR 12.2.8

Reach into equipment, stationery and building suppliers

A general supplier rule applies to every supplier; specific annexes add requirements for equipment, stationery and construction.

All	3	EDGE / LEED / BREEAM
Suppliers must agree to the Supplier Code of Conduct	Supplier categories with specific CIU requirements: equipment, stationery, buildings	Green building certification named for new or renovated buildings

Headline result

All suppliers are covered. The procurement policy applies to “all departments and individuals involved in procuring food and supplies” and requires all suppliers to accept a Supplier Code of Conduct, pass due diligence and be audited. The Sustainability Policy adds that all suppliers must meet university standards and that the Head of Procurement may exclude those that do not.

Specific categories. Equipment: commitment to buy eco-friendly, energy-efficient appliances (Annex 2, Energy Policy). Stationery: university-produced stationery must contain no plastic (Annex 4, Plastic Reduction Policy). Building: highly energy-efficient buildings with EDGE, LEED or BREEAM certification for new or renovated buildings (Annex 2). Contracts: every new and renewed supplier or contractor contract must bind the supplier to the Plastic Reduction Policy.

Evidence scope

No.	Evidence item	Value / note
1	Procurement policy scope: all departments and individuals procuring food and supplies, incl. suppliers	General rule
2	Supplier due diligence and mandatory Supplier Code of Conduct	All suppliers
3	Sustainability Policy Annex 5: suppliers must meet university standards; exclusion right	Exclusion
4	Annex 2 (Energy Policy): eco-friendly, energy-efficient electronic appliances	Equipment
5	Annex 4 (Plastic Reduction Policy): plastic-free university stationery	Stationery
6	Annex 2: green building certification (EDGE, LEED or BREEAM) for new and renovated buildings	Building
7	Plastic Reduction Policy: clause in new and renewed supplier and contractor contracts	Contract clause
8	Annex 7 (Waste Policy): contractors and providers must commit; unauthorised contractors barred from hazardous waste	Contractors

SUPPLY CHAIN REGISTER

How the policies reach each supplier category

Each mechanism, what it requires of suppliers and contractors, and where the evidence is. “Policy” means a written requirement; “General” applies to every supplier.

Ref.	Category	What is required	Type	Evidence
C1	**All suppliers** Code of Conduct	Suppliers must agree to a Supplier Code of Conduct on labour practices, sustainability, ethical behaviour and SDG-aligned procurement standards, and are evaluated before selection.	**General**	Appendix 1 Procurement Policy
C2	**All suppliers** Standards and exclusion	All suppliers must meet university standards; the Head of Procurement ensures purchases fit the sustainability plan and may exclude suppliers that fail the standards. No unpaid or child labour is allowed in suppliers’ factories.	**General**	Sustainability Policy
C3	**All suppliers** Principles and audits	Suppliers must respect child-labour, fair-labour and animal-welfare rules and minimise single-use plastics and packaging; periodic audits and a confidential reporting line check compliance.	**General**	Appendix 1
C4	**Equipment** Appliances	CIU commits to invest in eco-friendly and energy-efficient electronic appliances, and procurement decisions consider life-cycle impacts, resource efficiency and carbon footprint.	**Policy**	Sustainability Policy Appendix 1
C5	**Stationery** Plastic-free	Any stationery item produced by the university must not contain plastic. The Disposables Policy also asks suppliers to reduce packaging waste.	**Policy**	Sustainability Policy
C6	**Building contracts** Energy and certification	The university commits to highly energy-efficient buildings and to green building certification such as EDGE, LEED or BREEAM for new or renovated buildings.	**Policy**	Sustainability Policy
C7	**Supplier and contractor contracts** Contract clause	The Plastic Reduction Policy requires every new and renewed supplier or contractor contract to include a clause requiring adherence to the policy.	**Policy**	Sustainability Policy
C8	**Waste contractors** Commitment	Suppliers and providers must commit to the waste policy, and unauthorised contractors cannot handle or dispose of hazardous waste.	**Policy**	Sustainability Policy

RESPONSIBILITIES AND CAMPUS PRACTICE

Who is responsible, and what happens on campus

Roles named in the policies, and related practice reported on the CIU website.

Responsible body	Role under the policy
Procurement Team	Implements the procurement policy, conducts supplier evaluations and engagement, and ensures compliance.
Head of Procurement	Ensures purchases align with the sustainability plan and may exclude suppliers that fail the standards (Sustainability Policy).
University Management	Provides support, leadership, oversight and resources, and promotes a culture of ethical sourcing.
All employees	Uphold ethical and sustainable procurement values and report concerns.

Related practice (CIU website)	Detail
Published policy	The Sustainable and Ethical Procurement Policy is published on the CIU website, as is the Sustainability Policy with its annexes.
Plastic Free Zone	The We Are Nature Cafe on campus is a designated Plastic Free Zone and aims to eliminate single-use, non-renewable waste.
SDG 12 pages	CIU's sustainability and SDG 12 pages describe responsible consumption and production commitments.

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APPENDIX 1 • SOURCE DOCUMENT

Sustainable and Ethical Procurement Policy: evidence document

Source document • 3 pages • sheet 1 of 3

Version 1 created on 05/05/2020
Updated to Version 2 on 19/01/2023

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 contracted catering services, food vendors, and suppliers.

Policy Statement

Cyprus International University is committed to embedding **responsible consumption and production** across all procurement processes. We aim to ensure that food and supplies are sourced ethically, avoiding child labor, forced labor, and exploitation, prioritize sustainable products, including local, organic, seasonal, and environmentally friendly options, reduce waste and encourage circular economy practices such as re-use, recycling, and eco-friendly packaging, foster transparency and accountability across the supply chain, and lead by example as a higher education institution by integrating sustainability principles into procurement practices.

Principles

1. **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.
2. **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.
3. **Ethical Food Procurement**: Food and beverage procurement will follow CIU's ethical sourcing policy, ensuring fair-trade options where possible and suppliers must demonstrate animal welfare standards in line with humane treatment practices.
4. **Sustainable Sourcing**: Preference will be given to suppliers offering local, seasonal, organic, and environmentally responsible products and procurement decisions will consider life-cycle impacts, including resource efficiency and carbon footprint.

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Evidence note

Copy of the CIU evidence document for measure 12.2.8, page 1 of 3.

APPENDIX 1 • SOURCE DOCUMENT • CONTINUED

Sustainable and Ethical Procurement Policy: evidence document

Source document • 3 pages • sheet 2 of 3

5. **Animal Welfare**: Suppliers must adhere to humane treatment standards for animals and ensure that any animal products sourced comply with ethical practices.
6. **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.
7. **Environmental Responsibility**: Minimize single-use plastics and packaging waste in all supply chains and Promote recycling, composting, and environmentally friendly materials.

Implementation

1. Supplier Selection and Evaluation

- **Due Diligence**: Conduct thorough evaluations of potential suppliers, assessing their labor practices, sustainability efforts, and compliance with social responsibility practices and 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 and SDG-aligned procurement standards.

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**: A confidential reporting system will allow employees and stakeholders to report unethical practices.

4. Continuous Improvement

- **Feedback and Review**: Gather feedback from stakeholders to continually improve sourcing practices and align with international 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 and remain aligned with international best practices and SDG 12 targets.

Responsibilities

- **Procurement Team**: Responsible for implementing this policy, conducting supplier evaluations and engagement, and ensuring compliance.
- **All Employees**: Uphold the values of ethical and sustainable procurement and report any concerns.

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Evidence note

Copy of the CIU evidence document for measure 12.2.8, page 2 of 3.

APPENDIX 1 • SOURCE DOCUMENT • CONTINUED

Sustainable and Ethical Procurement Policy: evidence document

Source document • 3 pages • sheet 3 of 3

- **University Management**: Provide support, leadership, oversight 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 affirms its dedication to responsible consumption and production (SDG 12). Through ethical sourcing of food and supplies, CIU seeks to protect human rights, support sustainability, and serve as a model of integrity and responsibility within higher education.

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Evidence note

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