

Sustainable Procurement Training for Students' Unions

Implementation of policy in a Students' Union

- Change P/O (Purchase Order) policy – attach sustainability questionnaire
- Champion scheme
- Review of what money is spent on
- What do you buy?
- Procuring the future
- Staff training
- Staff induction
- Transparency – always flag to students
- Clear POS (Point of Sale)
- Use of part-time officer
- Put in job descriptions and staff reviews – reinforced through staff development
- Embed at every level
- Target setting and KPIs – e.g. % of spend
- Monitoring and evaluation and messaging to members – reviewing on annual basis
- Sign up to accreditation/audit e.g. Green Impact, or in-house
- Prioritising and making sure manageable and achievable – with student influence
- Quick and achievable actions – due to yearly turnover
- Long-term strategy (with short-term elements) – link with all areas/collaboration

