

Sustainable Procurement Policy

Complete Policy Title: Hospitality Services Sustainable Procurement Policy	Policy Number: 01-032021
Approved by: Director, Hospitality Services	Date of Most Recent Approval: March 2022
Date of Original Approval: December 1, 2021	Responsible: Senior Manager Purchasing, Hospitality Services

Introduction

Hospitality Services recognizes that our daily actions and decisions not only impact our students, staff and faculty, but also the lives of millions of people around the world. As we become increasingly aware of these broad impacts, a commitment to aligning a socially responsible procurement approach with the McMaster strategic framework is paramount.

Higher education is at the forefront of today's efforts to contribute to the health & well-being of our communities; to minimize impacts on the environment; and, to influence future leaders to become responsible global citizens. Hospitality operations are in a position filled with opportunity and challenge that goes beyond simply providing menu options, we must now provide responsible leadership and guidance to enhance social, environmental and economic stewardship.

Purpose

This policy is intended to, where possible and within reason, embed socially responsible procurement standards into the Hospitality Services department; provide the framework for KPI development and reporting; and, clearly communicate to all campus stakeholders that Hospitality Services follows a socially responsible procurement approach that aligns with the university vision.

This commitment to sustainable procurement will ensure values, which are core to McMaster, are integrated into our supply chain.

Scope

This policy will apply to all non-franchise areas of McMaster University Hospitality Services.

This policy, and practices within, will be shared with these respective parties with the objective of inclusion into their procurement practices, solely at their discretion:

- a) 1280 Restaurant & Bar
- b) The Phoenix Restaurant & Bar
- c) Union Market Convenience Store
- d) Franchise locations and Off-Campus Restaurant Partners

Definitions

Sustainable procurement will be defined as the adoption and integration of Corporate Social Responsibility (CSR) principles into our procurement processes and decisions, while integrating requirements, specifications and criteria that support with the protection of the environment and society.

Policy

1. Aquaculture

- Avoid fish products from species and stocks identified in a recognized Red List of species to avoid that reflects the state of fish stocks in different regions.
- All fish shall be 3rd party certified sustainable including MSC, Ocean Wise, ASC, BAP.
- Note: There is currently no sustainable option available for *canned tuna*. Therefore, canned tuna will be exempt from this policy until a sustainable alternative is available from the supply chain.

2. Coffee and Tea

- All non-franchise coffee locations will serve only Fair or Ethical Trade coffee and tea.
- Consideration to be given to the inclusion of Water Wise Programs and Local roasters.

3. Local

- Local procurement of produce, defined as grown or produced within Ontario, will be maintained at a minimum of 35% of total produce purchases.
- All other food purchases will be maintained at a level of at least 30% of total non-produce food purchases, also defined as grown or produced within Ontario.

4. Shell Eggs

- Purchase only Free-Run shell eggs, including raw and cooked.

5. Carbon Footprint

- Plant-based procurement to target a minimum 60% vs. 40% animal based.
- Purchase only Energy Star or equivalent equipment

6. Waste reduction

- Procurement of compostable:
 - Cutlery
 - Take-out containers
 - Coffee cups, lids and stir sticks
 - Soup bowls and lids
 - Straws

Reporting

Total purchases by Policy category will be reported based on the McMaster fiscal year (May 1st – April 30th). The information will be published in the Hospitality Services Wellness & Sustainability report annually and be accessible through the Hospitality Services website. The information will also be made available to other university sustainability reporting initiatives. KPI targets will be reviewed and/or set every two (2) years based on progressive reporting data.

Annual data will include:

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- Volume of certified sustainable fish
 - Volume of certified Fair or Ethical Trade coffee and tea
 - % of total local produce
 - % of total local non-produce
 - Monetary value comparison of plant-based purchases as compared to animal-based purchases
 - Total (tons) of GHG emissions from total Hospitality food procurement.