



University of
St Andrews

Fairtrade policy

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Scope (applies to)	Public
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School / unit	Estates
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Information classification	Public
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Key terms	Estate/Environmental sustainability/Food sourcing
Purpose	University of St Andrews is committed to sustainable purchasing and to supporting Fairtrade

In line with its Sustainable Development Strategy and Sustainability Policy Statement, the University of St Andrews is committed to sustainable purchasing and to supporting Fairtrade.

The University will strive to be a Fairtrade University and will work with the Fairtrade Foundation to formalise that status by committing itself to the following goals:

1. **Sale and Offer of Fairtrade Products**

1.1 **Fairtrade Food**

Fairtrade food will be made available for sale in all University shops and used in all University cafes, restaurant, and bars. Where this is not currently possible (for example due to purchasing constraints and long-term contracts), there will be a commitment to start using Fairtrade foods in these establishments as soon as it becomes feasible to do so.

1.2 **Fairtrade Products**

The University will endeavour to broaden the range of Fairtrade products that it is able to support and to offer. We will continue to work with our suppliers to review and expand the range of Fairtrade products available and that we can use within the University.

We will also continue to use fairly traded products such as the Just Trading Scotland Malawian rice and will investigate further options for use of fairly traded products such as lentils.

2. **Hospitality**

Fairtrade beverages will be provided at all University meetings served by the University's Central Catering Services. Where staff provide their own refreshments for meetings, they will be encouraged through publicity and campaigning to purchase Fairtrade tea and coffee.

All coffee, tea and sugar used within all of our catering sites are Fairtrade and we will ensure this continues.

3. **Promotion**

The University will proactively ensure that its internal processes allow Fairtrade and ethical aspects to be considered and promoted,

The University will work closely with the Students Association and students to campaign for increased Fairtrade consumption within the University. This will include, but will not be limited to, promotional events during Fairtrade fortnight, display of Fairtrade materials on noticeboards and where food is sold, articles in University and Students Association publications, and information on the University website.

The University will also work with the St Andrews Fairtrade Town Group in offering support, joint promotion and positive and pro-active engagement.

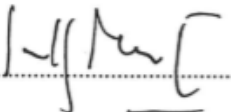
The Steering Group will increase outreach to the St Andrews community, encouraging shops to engage more with and stock fair trade products, especially those used most often by students (i.e. Tesco).

4. **Steering Group**

The process of achieving and maintaining Fairtrade status will be co-ordinated by a Fairtrade Steering Group which will report to the University's Environmental Sustainability Board on an annual basis.

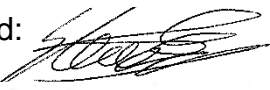
5. **Reporting**

The Steering Group will work to develop these goals and will submit a report to the Fairtrade Foundation every 2 years for renewal of the Fairtrade status.

Signed:  Principal and Vice Chancellor Date: 17. 8.2023

Signed: *Alexander Clark* Sustainability Services Manager Date: 17. 7.2023

Signed: *Watson E Bell* Commercial Manager Date: 18. 7.2023

Signed:  Catering Manager Date: 18. 7. 2023

Signed:  Director of Procurement Date: 18. 7. 2023

Version number	Purpose / changes	Document status	Author of changes, role and school / unit	Date
1.0	University of St Andrews is committed to sustainable purchasing and to supporting Fairtrade	Approved	David Stutchfield Sustainability Manager Estates	23/12/2019
2.0	Reviewed	Submitted	D Stutchfield	23/12/2020
3.0	Reviewed	Submitted	AI Clark, Environment Manager	18/10/2023