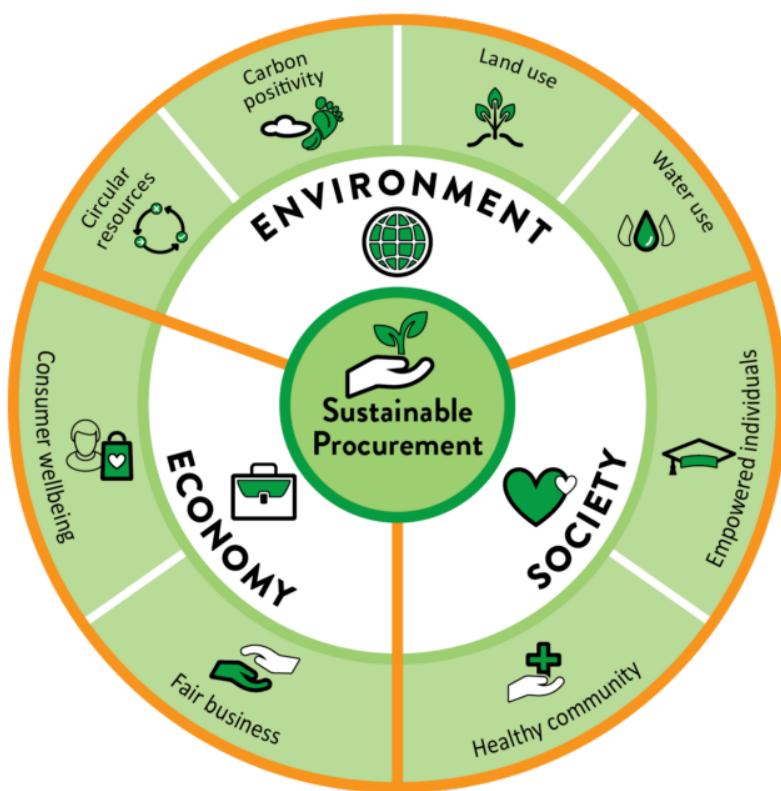




# MUTAH UNIVERSITY

P.O.Box 7 Karak, Mu'tah, Jordan, 61710

## Sustainable Procurement Policy



2024

## **Committee Members:**

- **Prof. Salama Al-Naimat**, University President (Chair)
- **Prof. Mohammad Suleiman Al-Sarayrah**, Vice President for Administrative Affairs
- **Prof. Ameen Aql**, Vice President for Scientific Colleges Affairs
- **Prof. Mohammad Dawood Al-Majali**, Vice President for E-Learning and Quality
- **Prof. Osama Mahawesh**, Dean of Scientific Research and Innovation
- **Prof. Maher Mubaidin**, Dean of Student Affairs

## **Working Team:**

- **Prof. Osama Mahawesh**, Dean of Scientific Research and Innovation
- **Prof. Maher Mubaidin**, Dean of Student Affairs
- Director of the Sustainability and Environmental Office
- Assistant Dean of Scientific Research
- Assistant Dean of Student Affairs
- Director of Procurement Unit
- Director of Maintenance and Sustainability Unit
- Director of Alumni Affairs Office

Mutah University, as a leading academic institution, recognizes its responsibility to integrate sustainability into all operational facets, with procurement playing a crucial role in minimizing environmental impact, promoting social equity, and ensuring long-term economic viability. This policy serves as a strategic framework to embed sustainability principles into procurement decisions, fostering responsible consumption and production within the university community. By aligning procurement with global sustainability objectives, including the United Nations Sustainable Development Goals (SDGs) and the QS Sustainability Ranking criteria, Mutah University aims to establish a model of excellence in sustainable resource management.

## **Objectives**

The Sustainable Procurement Policy is designed to:

- Systematically reduce the ecological footprint of procured goods and services by prioritizing environmentally sustainable alternatives.
- Uphold ethical and socially responsible procurement practices that ensure fair labor conditions, human rights protections, and community well-being.
- Foster a procurement culture that supports energy-efficient, resource-conserving, and circular economy-driven solutions.
- Incentivize suppliers and contractors to adopt sustainability standards, engaging them in continuous improvements aligned with best practices.
- Strengthen Mutah University's contributions to national and international sustainability performance indicators, enhancing institutional reputation and impact.

## **Scope**

This policy applies to all procurement activities undertaken by Mutah University, encompassing but not limited to:

- Office supplies and infrastructure, prioritizing recycled, low-impact materials.
- IT hardware and software, with preference given to energy-efficient, ethically sourced products.
- Campus development and renovation projects, ensuring sustainable building materials and energy-conscious design.
- Food services and catering, emphasizing locally sourced, organic, and fair-trade offerings.
- Cleaning and maintenance supplies, mandating biodegradable, non-toxic alternatives.
- Transportation solutions, favoring low-emission, energy-efficient, and shared mobility options.

# **Procurement Principles**

Mutah University adopts a triple-bottom-line approach, ensuring procurement decisions align with environmental, social, and economic sustainability.

## **1. Environmental Stewardship**

- Adopt procurement practices that minimize carbon emissions, resource depletion, and ecological degradation.
- Implement strict criteria for reducing single-use plastics, hazardous chemicals, and non-recyclable materials in purchases.
- Engage suppliers committed to green logistics, carbon neutrality, and sustainable production models.
- Advance circular economy principles through policies promoting product repair, refurbishment, and lifecycle extension.
- Invest in renewable energy solutions and advocate for sustainable transportation policies on campus.

## **2. Social Responsibility and Ethical Sourcing**

- Ensure all procurement practices adhere to internationally recognized labor standards, prohibiting forced and child labor.
- Prioritize diversity, equity, and inclusion by collaborating with local, women-led, and minority-owned enterprises.
- Integrate fair-trade principles into procurement, ensuring fair wages and ethical supply chains for sourced goods.

- Support socially responsible suppliers who contribute to workforce development, human rights protections, and community initiatives.
- Foster university-wide engagement in sustainability awareness, promoting responsible consumption habits among students and staff.

### **3. Economic Viability and Long-Term Value**

- Apply life-cycle cost analysis (LCCA) to procurement, evaluating long-term economic and environmental benefits beyond initial costs.
- Develop strategic partnerships with suppliers committed to sustainable practices, ensuring consistency in procurement ethics.
- Establish resource optimization protocols that reduce waste, prevent over-purchasing, and encourage reuse.
- Leverage sustainable procurement as a driver of innovation, incorporating emerging green technologies and methodologies.

## **Implementation Strategy**

### **1. Supplier Engagement and Accountability**

- Define robust sustainability assessment criteria for supplier selection, incorporating environmental, social, and governance (ESG) performance metrics.
- Require suppliers to present sustainability certifications, emissions reduction commitments, and ethical sourcing documentation.
- Establish contractual obligations mandating adherence to Mutah University's sustainability principles, with regular compliance reviews.
- Develop an incentive structure for vendors demonstrating outstanding sustainability leadership and continuous improvement.

### **2. Policy Integration and Institutionalization**

- Embed sustainability benchmarks into all procurement guidelines, ensuring alignment with university-wide strategic sustainability goals.
- Deliver specialized training programs for procurement officers and decision-makers, equipping them with expertise in sustainable sourcing.
- Standardize evaluation frameworks to systematically assess the sustainability impact of procurement choices.
- Encourage interdisciplinary collaboration between procurement units, sustainability committees, and academic departments to reinforce sustainability objectives.

### **3. Monitoring, Compliance, and Performance Evaluation**

- Establish a sustainability tracking system to monitor procurement impact, adherence levels, and opportunities for policy refinement.
- Conduct annual sustainability audits, assessing supplier compliance, procurement emissions, and resource efficiency.
- Develop key performance indicators (KPIs) to measure progress, including carbon footprint reduction, supplier diversity metrics, and circular economy implementation rates.
- Foster a participatory feedback mechanism, allowing stakeholders to contribute insights and recommendations for ongoing procurement enhancements.

### **Continuous Improvement and Future Development**

- Periodically update policy provisions to incorporate advancements in global sustainability standards and best practices.
- Solicit stakeholder input, including faculty, students, and external partners, to refine sustainable procurement strategies.
- Facilitate research and academic collaborations to explore innovative approaches to green procurement.
- Benchmark against leading institutions to position Mutah University as a regional and global leader in sustainable procurement excellence.

Through this Sustainable Procurement Policy, Mutah University reaffirms its commitment to embedding sustainability into institutional operations, fostering a culture of environmental responsibility, ethical sourcing, and economic prudence. By strategically implementing sustainable procurement principles, the university not only enhances its QS Sustainability Ranking but also positions itself as a model of best practices for academic institutions worldwide. This policy will serve as a cornerstone for ongoing improvements, ensuring Mutah University's procurement activities align with its broader vision of sustainable leadership and societal impact.



## **MUTAH UNIVERSITY**

P.O.Box 7 Karak, Mu'tah, Jordan, 61710