

Policy Title:	6.af Policy on Ethical Sourcing of Food and Supplies (PESFS)		
Policy Number:	ST-PO-6AF	Date Created:	15-09-2023
Responsible:	Chief Operational Officer	Approved by:	Board of Trustees

Purpose

The purpose of this policy is to establish guidelines for the ethical sourcing of food and supplies for all meetings and events organized by Canadian University Dubai (CUD). This policy aims to support the University's commitment to sustainability, ethical practices, and social responsibility.

Scope

This policy applies to all CUD departments, faculties, staff, and event organizers responsible for planning, procuring, and managing food and supplies for meetings, conferences, workshops, and other University-hosted events.

Policy Statement

CUD is committed to ethically sourcing food and supplies for meetings and events, prioritizing environmentally sustainable, socially responsible, and economically viable options. The University supports local businesses, fair trade, and sustainable agriculture to align purchasing decisions with its values. This approach reduces the environmental impact by minimizing waste, encouraging the use of sustainable packaging, and promoting reusable or recyclable products. Key principles guiding this policy include sustainability by prioritizing organic, seasonal, and locally sourced food; social responsibility by selecting suppliers with ethical labor practices; minimizing environmental impact by reducing single-use plastics and food waste; and ensuring the availability of healthy, nutritious, and inclusive options such as vegetarian, vegan, and allergen-free choices to cater to diverse dietary needs.

Procedure

- **Supplier Selection:** All suppliers must adhere to CUD's ethical standards, demonstrating sustainable and ethical practices, with preference given to those certified by recognized standards such as Fairtrade, Rainforest Alliance, or equivalent.
- Suppliers should, where practical, confirm compliance with applicable environmental and labor regulations and support the University's sustainability objectives.
- **Food Procurement:** CUD will prioritize sourcing food items that are sustainably sourced to support local agriculture, minimize environmental impact, and promote ethical procurement practices.
- **Sustainable Packaging:** Event organizers must collaborate with suppliers to avoid single-use plastics and prioritize biodegradable, compostable, or recyclable packaging to ensure the use of environmentally friendly materials.
- Preference: should be given, where practical and commercially viable, to reusable, recyclable, or reduced packaging options.
- **Minimizing Food Waste:** Implement portion control, careful planning, and donation of surplus food to local charities, when possible, in compliance with health regulations, while encouraging the use of reusable dishware, cutlery, and glassware.
- Event organizers: should plan quantities carefully and, where feasible, work with suppliers to reduce avoidable waste.
- **Diverse Dietary Options:** Provide a variety of food options to accommodate different dietary needs, including vegetarian, vegan, gluten-free, and other special dietary requirements.
- **Training and Awareness:** Regular training on ethical sourcing practices will be provided to staff involved in procurement and event planning, while suppliers and caterers will be educated about CUD's commitment to sustainable and ethical sourcing.

Policy Revision History

Version No.	Update Brief	Approved Date
V1.0	New policy	16-05-2025