



UNIVERSITY OF KERALA
കേരളസർവകലാശാല

Institution's Sustainable Procurement/ Purchasing policy



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DISCLAIMER

This document has been prepared as a guideline to support the smooth functioning of the University of Kerala in relation to the proposed policy theme. It has been developed in alignment with the general requirements and expectations of various accreditation and ranking agencies. While effort has been taken to provide accurate and authentic information, it may be noted that this is not a document which should be relied on as legally undertaken by the University of Kerala. The University's stances on all matters are as duly debated and adopted by the University authorities (the Senate, the Academic Council and the Syndicate). For any final confirmation, a formal communication from the University of Kerala may only be relied on.



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INTERNAL QUALITY ASSURANCE CELL
UNIVERSITY OF KERALA

2026

Sustainable Procurement/ Purchasing Policy

Policy Statement

The University is committed to advancing sustainability through its procurement and purchasing decisions by integrating environmental stewardship, social equity, economic responsibility, and institutional values into all purchasing activities. This policy supports Kerala's emerging leadership in sustainability and ESG-focused governance, contributing to state and national development objectives while strengthening the University's role as a centre for responsible education and innovation.

Clause 1: Mandatory Sustainability Governance

The University of Kerala hereby establishes the Kerala University Sustainability Council (KUSC) as a mandatory governance body, with the Chief Sustainability Officer reporting directly to the Vice-Chancellor. All departmental heads must integrate sustainability principles into their annual performance evaluations, ensuring institutional-wide commitment to sustainable practices as outlined in University Statute.

Clause 2: Carbon Footprint Compliance

The University commits to achieving a minimum 30% reduction in carbon emissions by 2027, with mandatory annual carbon audits conducted by certified third-party assessors. All new construction projects must meet Green Building Council of India standards, and existing facilities must undergo energy efficiency upgrades within 24 months of this regulation's implementation.

Clause 3: Sustainable Procurement Standards

All procurement activities exceeding ₹1 lakh must comply with the University's Sustainable Procurement Framework, requiring vendor sustainability certification and prioritizing local suppliers within a 50km radius. Non-compliance with these

standards will result in contract termination and vendor delisting from the University's approved supplier database.

Clause 4: Waste Management Compliance

The University shall achieve an 85% waste diversion rate from landfills through mandatory segregation, composting, and recycling programs. Single-use plastics are prohibited across all campuses effective immediately, with violations subject to fines of ₹5,000 per incident for contractors and vendors.

Clause 5: Renewable Energy Adoption

A minimum of 60% of the University's energy consumption must be sourced from renewable sources by 2027. Solar panel installation is mandatory on all suitable roof spaces, and all new electrical equipment procurement must meet minimum energy efficiency standards as certified by the Bureau of Energy Efficiency.

Clause 6: Local Community Integration

The University shall reserve 70% of non-academic especially unskilled employment opportunities for local community members and allocate 2% of annual budget to community sustainability education programs. All major supply contracts must demonstrate positive local economic impact through documented community development initiatives.

Clause 7: Curriculum Integration Mandate

All undergraduate programs must include a minimum of one mandatory sustainability course, and all business/management programs must incorporate Supply Chain Management sustainability modules. Faculty recruitment and promotion criteria shall include sustainability research and teaching contributions with weightage.

Clause 8: Vendor Sustainability Compliance

All University vendors and contractors must undergo annual sustainability audits and maintain a minimum compliance score of 75%. Vendors failing to meet standards

will be placed on probationary status with 90 days to achieve compliance, failing which contracts will be terminated without penalty to the University.

Clause 9: Transparency and Reporting

The University shall publish quarterly sustainability performance reports on its official website and submit annual sustainability reports to the Kerala State Higher Education Council. All sustainability data must be independently verified and aligned with Global Reporting Initiative (GRI) standards for transparency and accountability.

Clause 10: Student and Faculty Engagement

Minimum 80% of students must participate in sustainability initiatives annually, with participation recorded for graduation requirements. Faculty members are required to integrate sustainability considerations into their respective disciplines, with annual sustainability training mandatory for all teaching staff and failure to comply affecting performance evaluations.

Sustainability procurement framework: Regulations suggested

1. All procurement activities exceeding ₹1 lakh must comply with the University's Sustainable Procurement Framework, with no exceptions for any department or affiliated institution.
2. Vendors must hold a minimum of two certifications from ISO 14001 (Environmental Management), ISO 45001 (Safety Management), SA 8000 (Social Accountability), or equivalent recognized sustainability standards before contract award.
3. Vendors within a 50km radius receive priority scoring with 10 bonus points, and all contracts must demonstrate minimum 60% local content for goods and 70% local workforce for services.

4. Vendor evaluation follows mandatory 100-point system: Cost (30 points), Quality (25 points), Sustainability Credentials (25 points), Local Impact (15 points), Service (5 points), with minimum 60 overall and 15 sustainability points required.
5. All active vendors must undergo annual third-party sustainability audits and maintain minimum 75% compliance score, with quarterly performance monitoring for contracts exceeding ₹10 lakh.
6. Vendors failing to meet sustainability standards face immediate probationary status with 90-day compliance period, followed by contract termination and permanent delisting from approved vendor database without penalty to the University.
7. All purchases must prioritize energy-efficient equipment (Bureau of Energy Efficiency certified), recycled/recyclable materials, and products with minimal environmental impact throughout their lifecycle.
8. Vendors must submit sustainability compliance certificates, local sourcing documentation, and quarterly performance reports as mandatory contract deliverables with financial penalties for non-submission.
9. All purchase requisitions exceeding ₹1 lakh require pre-approval from Kerala University Sustainability Council (KUSC) with mandatory sustainability impact assessment and alternative evaluation. These provisions shall remain operational and subject to the formal constitution of KUSC; until such time, the existing rules shall continue to apply.
10. The university shall maintain a public vendor sustainability database, publish quarterly procurement sustainability metrics, and conduct annual third-party verification of all sustainability claims with standards compliance.

Guidelines for sustainable procurement

1. Evaluate environmental and social impact for all purchases above ₹1 lakh before approval.
2. Vendor Certification: Prioritize suppliers with ISO 14001, ISO 45001, or equivalent sustainability certifications.
3. Local Preference: Give priority to vendors within 50km radius to support local economy and reduce emissions.
4. Green Products: Choose energy-efficient, recyclable products and avoid single-use plastics in all procurement.
5. Performance Monitoring: Conduct annual vendor sustainability audits and quarterly compliance reviews.
6. Compliance Management: Implement 90-day improvement periods for non-compliant vendors before contract termination.
7. Approval Process: Require sustainability clearance from KUSC for all major procurement decisions.
8. Social Responsibility: Encourage fair labour practices and support for women-owned/disadvantaged businesses run by the small-scale organisations and social entrepreneurship.
9. Transparency: Maintain a public vendor database and publish quarterly sustainability procurement reports.
10. Continuous Improvement: Review guidelines annually and provide ongoing training for procurement staff.

INTERNAL QUALITY ASSURANCE CELL

UNIVERSITY OF KERALA

IQAC Constitution

01. The Vice-Chancellor (Chairman)
 02. The Pro Vice-Chancellor (Vice-Chairman)
 03. Dr. S. Nazeeb, Member, Syndicate
 04. Prof. (Dr.) K.G. Gopchandran, Member, Syndicate
 05. The Registrar
 06. The Finance Officer
 07. The Vice-Chairman, Credit & Semester System
 08. The Director, Computer Centre
 09. The Chairman, Kerala University Departments Union
 10. The Chairman, Kerala University Research Students Union
 11. Dr. Unnikrishnan S. M., Vice-President,
International Business & Strategic Planning, HLL Lifecare Ltd.
 12. Mr. Jagan Sebastian George, State Nodal Officer and Research Officer, RUSA
 13. Dr. R. Vasanthagopal, Senior Professor & Head, Institute of Management in Kerala
 14. Dr. Meena T. Pillai, Senior Professor & Head, Institute of English
 15. Dr. Jayachandran R., Senior Professor, Department of Hindi
 16. Dr. Bijukumar A., Senior Professor & Head, Department of Aquatic Biology & Fisheries
 17. Dr. Shaji A., Professor & Head, Department of History
 18. Dr. C. N. Vijayakumari, Professor & Head, Department of Sanskrit
 19. Dr. R.B. Binoj Kumar, Professor, Department of Geology
 20. Dr. Sheeja S.R., Professor & Head, Department of Economics
 21. Dr. Swapna T.S., Professor & Head (i/c), Department of Biotechnology
 22. Dr. Noushad V., Assistant Professor & Head, Department of Arabic
 23. Dr. Rajesh S.V., Assistant Professor, Department of Archaeology
 24. Dr. Ani Deepthi, Assistant Professor & Head, Department of Chemistry
 25. Dr. Manju S. Nair, Professor, Department of Economics (Joint Director, IQAC)
 26. Dr. Shaji E., Professor, Department of Geology (Director, IQAC)
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