

# RESPONSIBLE BUSINESS POLICY

**2019-20** (OCT 2019, NEXT REVIEW DATE OCT 2020)



The **APUC Group** (including Advanced Procurement for Universities and Colleges and Universities and Colleges Shared Services) is the procurement centre of expertise and shared service hosting organisation for, and jointly owned by, all of Scotland's universities and colleges.

APUC operates, employing over 80 staff, from three core team offices (Stirling, Edinburgh and Glasgow) with further staff located on a full or part time basis in over 25 locations across Scotland.

Our **Responsible Business Policy** considers the impact of the organisation's activities on society. To fulfil this responsibility, **APUC** integrates social, environmental and ethical concerns as well as those concerning human rights in its daily business activities.

## OUR VISION

At **APUC**, we are committed to driving forward Responsible Business operations throughout the organisation. We strive to demonstrate best practice through innovative and modern approaches to Corporate Social Responsibility.

## OUR ACTIVITIES

**APUC** is committed to raising awareness and implementing our vision through the following activities:

- ❖ Managing continual improvement of responsible business activity internally by annually reviewing our Responsible Business Action Plan. This covers the following areas: Waste; Energy; Travel; Paper and Printing; Water; Social Responsibility; Education; and Climate Change.
- ❖ We have implemented a companywide policy ban on single use (non-compostable) drinks cups and bottles within **APUC** offices, to support the global drive to reduce waste plastic. **APUC** also encourages visitors to observe the same rule to raise awareness and continue to minimise waste.
- ❖ **APUC** also recognises the detrimental impact consumption of some food products can have (e.g. production of beef requires over 10,000% more land per produce unit than that for production of pulses with the same nutritional value) and will endeavour to serve only vegetarian and vegan food at its events/meetings. The company also encourages staff to take away any remaining food leftover from Open Forums/Group events using biodegradable or reusable packaging to further reduce food waste.
- ❖ The company has rolled out a new Travel Policy further encouraging employees to use lowest carbon travel options for commute to/from meetings and business travel.
- ❖ **Taking** part in the yearly Sustrans Workplace Challenge and encouraging employees to use the Cycle to Work scheme offered by the company to further reduce employees carbon footprint.
- ❖ **APUC** is working in collaboration with other organisations, including Electronics Watch, to improve workers' rights in public sector supply chains.
- ❖ Encouraging positive environmental impacts, through our collaborative tendering activities, wherever possible.
- ❖ **APUC** is committed to meeting and assisting its members to meet the Sustainable Development Goals. (SDGs).
- ❖ Working with our suppliers to ensure commitment to **APUC's Supply Chain Code of Conduct**.

This **Responsible Business Policy**, together with our **Responsible Business Action Plan**, will be reviewed on an annual basis by a designated member of **APUC** and approved by the CEO.