



UNIVERSITY OF EAST ANGLIA FAIRTRADE POLICY

The University of East Anglia and the Union of UEA Students assign great importance to their role within the wider world, and therefore commit to supporting, using and promoting Fairtrade products.

1. STEERING GROUP

A Fairtrade steering group was established to implement this policy. The group is currently chaired by the Head of Communications and includes an academic from the School of Development, the Head of Catering, the Student Services Manager from the Dean of Students' Office and the Finance Officer, Ethical Issues Officer and Retail Services Manager of the Union of UEA Students. This group will meet once a term to monitor and promote support for Fairtrade.

2. PROCUREMENT

The University and Union will ensure that where possible all suppliers are asked for details of their ethical trading policy and processes when a contract is tendered. Where possible the University and Union will also seek to purchase Fairtrade or equivalent products.

3. SALE OF FAIRTRADE PRODUCTS

The University and Union will sell as many Fairtrade or equivalent products as possible in their catering outlets, shops, bars and other outlets.

4. HOSPITALITY

The University and Union will offer Fairtrade or equivalent beverages (e.g. tea and coffee) at all internal meetings and hospitality events (e.g. open days), with a commitment to increasing the use of Fairtrade products as it becomes possible to do so.

5. PROMOTION

The University and Union will promote the sale of Fairtrade or equivalent products and raise awareness of ethical trading. This includes encouraging all those who purchase beverages in schools and divisions to use Fairtrade or equivalent products.

6. STAFF AND STUDENT SUPPORT

Details of this policy will be communicated throughout the University and Union and further efforts to support ethical trading will be encouraged.

7. REVIEW

This policy statement will be reviewed on an annual basis. (Most recently reviewed January 2012).