

Sustainable Purchasing Network (SPN) Terms of Reference

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The University of Alberta recognizes the critical leadership role it plays in the supply and demand of socially and environmentally responsible goods and services. The institution is committed to a continuous effort to instill sustainability into the many aspects of university life, on our campuses, in our institutions, and in the larger community of which we are part.

The SPN provides an opportunity to gather university-wide perspectives to guide the development, implementation and evaluation of sustainable purchasing initiatives by:

- Advocating and sharing information by assisting with communications and outreach related to sustainable purchasing
- Identifying and supporting projects and strategies to enhance performance
- Piloting projects in work units or faculties
- Serving as a sounding board on projects and outreach activities
- Providing a hub for representatives from the university community to share ideas and collaborate on sustainable purchasing

I. NETWORK

A. Sustainable Purchasing Network

- The SPN is led by Supply Management Services and Energy Management and Sustainable Operations.
- SMS will host information about sustainable purchasing and the SPN on their website.

B. Members

Any interested university community member can join the network, but it will be especially relevant to people in the following types of roles:

- departmental purchasers
- lab or lab group coordinators/managers
- storeroom managers
- contract managers
- project managers
- others that making purchasing decisions

C. Communications

SPN members may:

- receive emails or information on sustainable purchasing activities, best practices and purchasing alternatives; and
- receive invitations to meetings or information sessions for updates and information on institutional activities and initiatives.

D. Project Teams

Project teams may be created to pilot/advance initiatives. Project teams will coordinate and / or meet as required.