UCL's Fairtrade Policy

UCL and Student's Union UCL support the principles, ethos and aspirations of Fairtrade and fair trade, and commit to using, selling and promoting Fairtrade and fairly traded products through all of our outlets and relevant activities.

Scope

The policy is applicable to all University and Student's Union Staff and suppliers, relating to the University's procurement, catering, communication and engagement, research and teaching, and wider collaboration. It supports achieving and maintaining Fairtrade University Status. However, this policy approaches fair trade in a holistic manner, where our commitment is not limited to Fairtrade, but fairness in trade in a broader sense.

UCL's Sustainable Food Working Group

A Sustainable Food Working Group has been set up to lead on sustainable food projects across UCL and Student's Union UCL. The group has responsibility to implement and oversee compliance with UCL's Fairtrade Policy. It will be fully representative of the university's student, administrative, academic and business activity and will include representatives from:

- UCL's catering providers
- Sustainable UCL Team
- Student's Union UCL
- Procurement Services
- Representative from the student body and societies

It will:

- Be chaired by a member of the Sustainable UCL Team and meet at least twice a year.
- Work to promote Fairtrade/fair trade products and explore how their sale and use can be expanded.
- Report to the Sustainability Steering Group.
- Review this policy and maintain UCL's Fairtrade status.

Sale of Fairtrade/Fair Trade Products

- UCL and Student's Union UCL will offer Fairtrade/fair trade products, including food, in all catering and retail outlets including cafes/restaurants/bars and shops on campus
- UCL and Student's Union UCL commits to sourcing Fairtrade/fair trade cotton products in our purchasing (e.g., staff uniforms and merchandise).

- Where the selling of Fairtrade/fair trade products is not feasible for reasons of price, supply, availability or contractual obligations, UCL and Student's Union UCL commit to begin selling Fairtrade/fair trade as soon as practicably possible.

- Sale of Fairtrade/fair trade products will be incorporated into future contractual arrangements with relevant external service providers and suppliers.
- Finding ways to increase supply of Fairtrade/fair trade goods will be explored on an ongoing basis.

Using Products at meetings

- UCL and Student's Union UCL commit to serving Fairtrade food and drink at meetings/events hosted, including internal management meetings
- UCL and Student's Union UCL will ensure Fairtrade/ fair trade tea, coffee and sugar can be purchased by staff.
- The serving of Fairtrade products will be incorporated into future contractual arrangements with UCL's caterer (for instance through implementation of UCL's _Healthy and Sustainable Food Policy_).
- UCL and Student's Union UCL will promote and encourage the use of Fairtrade/ fair trade products with partners and associate organisations.

Promotion and Campaigning

UCL and Student's Union UCL will promote the sale and use of Fairtrade/fair trade products in a variety of ways:

- Fairtrade/fair trade products and promotions will be displayed prominently in all outlets where Fairtrade/fair trade items are sold where possible.
- Fairtrade/fair trade products will be promoted at events such as Fairtrade Fortnight and at other engagement opportunities.
- Fairtrade/fair trade products will be promoted on an ongoing basis through web and social media.
- Generating research topics and supporting research into Fairtrade/fair trade products and practices.

Review

This policy will be reviewed by the UCL Sustainable Food Working Group.

Signature:

Daniel Hill-Roger, Commercial Development Manager, Students' Union UCL

Signature:

Richard Jackson, Sustainability Director, UCL

March 2022