



Sustainable Procurement and Purchasing Policy

University of Al-Ameed

Policy Information

Item	Details
Policy Title	Sustainable Procurement and Purchasing Policy
Policy ID	AU-SUS-PUR-008
Policy Category	Institutional Sustainability Policy
Responsible Entity	University Presidency in coordination with procurement, finance, warehouses, engineering, administrative, ICT, and relevant operational units
Approval Authority	University Council / University Presidency
Effective Date	2025/8/26
Review Cycle	Annual Review

1. Purpose

University of Al-Ameed is committed to supporting responsible procurement and purchasing practices that contribute to operational efficiency, institutional sustainability, financial responsibility, quality improvement, and long-term institutional development.

This policy establishes a general framework for procurement, purchasing, supplier engagement, resource utilisation, and sustainability-oriented purchasing considerations across university operations. The university seeks to encourage procurement practices that support responsible resource management, operational effectiveness, environmental considerations, institutional transparency, and continuous improvement.

2. Scope

This policy applies to:

- all university procurement, purchasing, tendering, contracting, and supply-related activities;
- procurement of goods, services, equipment, technologies, infrastructure materials, and operational supplies;
- suppliers, contractors, vendors, and procurement-related service providers engaged by the university;
- relevant university units involved in procurement, finance, warehousing, engineering, maintenance, ICT, operations, and administrative management.



3. Policy Objectives

The university seeks through this policy to:

- support responsible and transparent procurement practices across university operations;
- encourage consideration of sustainability-related factors within procurement and purchasing activities where feasible;
- support efficient utilisation of institutional resources and operational materials;
- encourage procurement practices that consider product quality, operational efficiency, durability, maintenance requirements, and responsible resource use;
- encourage consideration of environmentally preferable and lower-impact purchasing options where appropriate;
- support integration of digital systems and ICT tools within procurement and inventory management activities where feasible;
- strengthen institutional accountability, documentation, and procurement governance practices;
- support continuous institutional improvement and operational sustainability.

4. Policy Commitments

University of Al-Ameed supports integration of responsible procurement, operational efficiency, and sustainability considerations into purchasing and supply-chain-related activities where feasible and appropriate.

The university seeks to:

4.1 Responsible Procurement and Institutional Transparency

- support fair, organised, and accountable procurement practices;
- encourage procurement activities aligned with institutional operational requirements and approved procedures;
- support transparency, documentation, and institutional oversight within procurement and purchasing processes;
- encourage responsible supplier and contractor engagement practices.

4.2 Sustainable and Environmentally Responsible Purchasing

- encourage consideration of environmentally preferable products, materials, technologies, and operational supplies where feasible;
- support consideration of energy-efficient, water-efficient, reusable, recyclable, durable, or lower-impact products where operationally appropriate;
- encourage reduction of unnecessary resource consumption and avoidable operational waste where feasible;
- support gradual integration of sustainability-oriented purchasing practices based on institutional priorities and available resources.



4.3 Resource Efficiency and Lifecycle Considerations

- encourage procurement practices that consider product durability, maintenance requirements, operational lifespan, reparability, and efficient resource use where appropriate;
- support operational practices that contribute to efficient use of university resources and institutional assets;
- encourage responsible inventory and material management practices.

4.4 Digital Procurement and ICT Integration

- support integration of digital systems, electronic documentation, inventory management systems, and ICT-supported procurement practices where feasible;
- encourage development of digital procurement tracking, reporting, and operational coordination practices where appropriate;
- support technology-enhanced procurement operations that contribute to institutional efficiency and documentation capabilities.

4.5 Supplier Engagement and Institutional Cooperation

- encourage communication and cooperation with suppliers, contractors, and service providers regarding operational quality and responsible practices where feasible;
- support procurement activities that contribute to institutional operational continuity and service quality;
- encourage supplier practices that align with institutional expectations related to quality, compliance, safety, and responsible operational conduct where appropriate.

5. Implementation Framework

Implementation of this policy may be supported through coordination between relevant university units, including procurement, finance, engineering, maintenance, ICT, warehousing, administration, and operational departments.

The university may:

- integrate sustainability-related considerations into procurement planning and purchasing activities where feasible;
- support development of operational procedures and documentation practices related to procurement and inventory management;
- encourage use of digital procurement systems and electronic operational processes where appropriate;
- support gradual improvement of procurement operations and institutional purchasing practices based on institutional priorities and available resources;
- develop supporting procedures, procurement guidelines, reporting mechanisms, or digital operational systems where needed.



6. Monitoring, Review, and Continuous Improvement

The university supports periodic review of procurement and purchasing practices to encourage continuous institutional improvement and responsible operational management.

Relevant units may contribute to:

- maintaining records related to procurement operations, suppliers, contracts, purchasing activities, and inventory management;
- supporting future development of institutional performance indicators (KPIs) and procurement reporting practices;
- supporting collection of information related to sustainable purchasing activities, operational efficiency, supplier engagement, resource utilisation, and procurement-related sustainability considerations where feasible;
- supporting future digital monitoring and procurement assessment practices where appropriate.

This policy shall be reviewed annually and may be updated in accordance with institutional priorities, operational developments, technological advancements, procurement requirements, or sustainability-related objectives.

7. Records Management and Documentation

Relevant university units are encouraged to maintain records and supporting documentation related to:

- procurement activities, tenders, contracts, and supplier operations;
- purchasing records and inventory management practices;
- sustainability-related procurement considerations where applicable;
- digital procurement systems and electronic operational documentation;
- procurement monitoring, reporting, and institutional review activities.

Where feasible, the university may support digital archiving and centralised documentation practices to strengthen institutional reporting, operational continuity, and sustainability assessment capabilities.

8. Related References and Guiding Frameworks

This policy may be guided by relevant national regulations and internationally recognised good practices related to procurement, operational management, sustainability, and institutional governance, including where applicable:

- Iraqi Ministry of Higher Education and Scientific Research regulations and directives;
- applicable national procurement and financial management considerations;



- principles related to transparency, operational accountability, and responsible institutional governance;
- ISO 20400 Sustainable Procurement guidance principles where applicable;
- ISO 9001 Quality Management System principles;
- general sustainability and operational management frameworks.

9. Revision History

Version	Date	Description of Revision	Approved By
1.0	2025/8/26	Initial Policy Release	Presidency
2.0	2026/5/20	Comprehensive revision and expansion of the policy framework to strengthen institutional sustainability governance, operational implementation, digital transformation integration, reporting mechanisms, and alignment with current institutional development priorities and international sustainability practices.	Presidency