



MRFA
MOUNT ROYAL
FACULTY ASSOCIATION

Environmental Sustainability and Ethical

Purchasing Policy

Category: Expenditures

Date last Revised: August 24, 2021

I. Overview

The Association shall manage its monetary resources and purchases in an ethical and transparent manner with the aim to minimize our impact on the environment.

All purchasing shall be done in accordance with the Association's Bylaws, ~~and~~ wherever possible and without causing undue hardship, the Association shall make its purchases from companies and organizations that which support union environments, promote the social good, and support environmental sustainability.

II. Accountability

As a Professional Association and Labour Union that connects, champions, and celebrates its members, we recognize that:

1. We have an impact on the environment in terms of paper use, energy consumption, and travel among other things.
2. We have an impact on the society in which we operate, and
3. As a custodian of members' funds, paid to the Association to support the fulfilment of the Association's mandate, we have a responsibility to expend those funds in an ethical manner consistent with the approved mission, vision, and values which are approved by the Membership.

III. Targets

1. The Association Commits to reviewing all suppliers to ensure compliance with the established requirements for procurement (see Appendix 1).
2. The Association aims to be carbon neutral by ****
3. The Association aims to be a carbon sink by ****

IV. Progress Reporting

The Association shall annually review, report on, and revise tasks ~~that which~~ shall help achieve the sustainability goals of the Association (see Appendix 2).

V. Primary Related Committees

Bylaws and Governance

Audit and Finance

Executive Board

Staff

Appendix 1 – Requirements for Procurement

As a custodian of member dues, the Association commits to the following principles when engaging suppliers.

Where possible, without undue hardship, the Association shall give preference to

- unionized companies,
- locally owned and operated companies (esp. companies that are owned/operated by members of historically marginalized communities),
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The Association shall not make purchases from any company that currently

- has exploitative employment practices,
- engages in discriminatory or racist employment practices,
- disregards environmentally sustainable practices,
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Appendix 2 - 2023-2024 Action Plan

The Association endeavours to make progress on the following actions in the 2023-2024 academic year and shall report on progress at the 2024 Annual General Meeting. The report shall include a new list of tasks for the 2024-2025 academic year.

The first step in this process shall be to perform an energy audit to measure and track current resource usage, revise/refine long-term goals, and inform improvements moving forward.

Following the energy audit, the following concrete actions shall be implemented to make immediate improvements:

1. Policies Approach:

- a. Incent MRFA Staff to take public transportation,
- b. Reduce, where possible, the number of individuals attending in-person conferences that require travel outside of Calgary,
- c. Encourage, where applicable, the remote attendance of officers, members, and staff at national conferences, workshops, and meetings,
- d. Where events are attended in-person outside of Calgary, the following practices shall be standard:
 - i. Carpooling shall be encouraged and facilitated (where possible and where applicable insurance needs are met), and
 - ii. Carbon offsets shall be purchased for all flights paid for by the Association.

Commented [1]: Pay difference in rate of parking pass / transit pass as incentive to use transit rather than driving

2. Faculty Centre Initiatives:

- a. Switch to Eco-Friendly office lighting (in cooperation with MRU's frontline maintenance),
- b. Establish workplace practices with Association staff to keep blinds open, only have lighting on when necessary, and only have technology running when needed to facilitate a meeting or to conduct in-person or remote work (i.e. computers will be shut off when not in use),
- c. Eliminate the use of single use cups and packaging,
- d. Implement the use of eco-friendly cleaning products (where possible while still meeting AHS Food handling standards),
- e.

3. Office Initiatives:

- a. Only use Post Consumer Waste (PCW) paper for in office printing,
- b. Reduce the amount of printed materials that are sent out to departments and members (where possible while still working to achieve the goals of the Association),
- c. Switch to paperless products where practical,
- d. Reduce monitor brightness to at least 70% to reduce 20% or more of the monitor's energy consumption,
- e.

Commented [2]: (e.g. Rocketbook Notebooks or similar devices)

4. Member Engagement and Outreach:

- a. Host a session (to be recorded for later use) in 2023-2024 to educate members on why workplace sustainability matters and what measures members can take to support sustainability on campus.
- b. Offer the Zero Waste Living Workshop to members to support their efforts to reduce their environmental impact at home,
- c. Host an opportunity for members to participate in a WASTE/Gemba walk on MRU campus in coordination with the MRU Coalition,
- d. Host an opportunity for members to engage /volunteer in or a community clean-up project
- e.

Commented [3]: <https://www.udemy.com/course/intro-to-zero-waste-living/>

Commented [4]: See this site for details - https://www.udemy.com/course/reducing-environmental-impacts-with-waste-walks/?ranMID=39197&ranEAID=QbouegEqy4s&ranSiteID=QbouegEqy4s-vvlahnVXIVM8C16E5z74Qw&LSNPUBID=QbouegEqy4s&utm_source=aff-campaign&utm_medium=udemyads

Future Targets and Possibilities:

- Co-sponsoring Tree planting events annually with Members,
- Co-sponsoring community garden initiatives on campus,
- Installing solar panels on the roof to achieve a carbon 'sink' for the Association (this action would require member vote of endorsement).