

# *Policies and Standards*

<i>SECTION:</i> <b>Purchasing</b>	<i>NO.</i> <b>2.10</b>		
<i>CHAPTER:</i> <b>Practices</b>	<i>ISSUED:</i> <b>10/14</b>	<i>REV. A</i>	<i>REV. B</i>
<i>POLICY:</i> <b>Fair Trade Practices</b>	<i>PAGE 1 OF 2</i>		

## **PURPOSE**

Creighton University is committed to promoting social responsibility by demonstrating support to the principles of Fair Trade. This is achieved through working towards a goal of offering selected Fair Trade products throughout the campus. By making a commitment to promote Fair Trade products, Creighton supports living wages, humane working conditions, and guarantees against the use of child labor as evidenced by their membership in the [Fair Labor Association](#) and [Workers Rights Consortium](#). Additionally in cooperation with [Fair Trade USA™](#) and other fair trade labeling organizations, Creighton has earned the status of a “Fair Trade University.” To this end, Creighton adopts the following:

## **SCOPE**

This policy applies to all Faculty, Students and Staff purchasing goods or services at the University.

## **POLICY**

Creighton University is committed to doing business with reputable and responsible suppliers whose business practices meet the Fair Trade standards of ethical conduct and corporate citizenship.

In to promote Fair Trade practices Creighton University adopts the following practices whenever feasible:

- Make Fair Trade products available in University-owned/operated outlets as well as included in service contracts wherever possible which may include but not limited to:
  1. Coffees, including caffeinated, decaffeinated, and espressos, served brewed hot or iced or sold in packages.
  2. Teas, including caffeinated, decaffeinated, brewed hot or iced or sold bagged and loose packaged, but excluding teas sold prepared and prepackaged in bottles or from vending machines or beverage stations.
  3. Sugars, including granular, raw cane, brown sugar, powdered sugar, demerara, molasses, and sucanat, sold or served in bulk or in individual packets
  4. Solid, pure chocolate products for retail sales in bars and bulk, excluding confections; and
  5. Apparel and other products commonly sold in the University bookstore

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- **Information and Advertising**

1. Official [Fair Trade USA™](#) certified labels or equivalent labels shall be displayed in the immediate and visible vicinity where products are served and/or sold. All [Fair Trade USA™](#) certified labels or equivalent products will be given equal or greater shelf and display priority with similar goods (Ex: Fair Trade chocolate bars will be placed alongside non-fair trade chocolates or given greater visibility).
2. Signage shall be displayed by main entrance or cashier informing customers that the foodservice operation offers Fair Trade Products. Signage can be obtained through the retail operator.

- **Growth**

1. Purchasing add Fair Trade language to all proposals to suppliers where applicable and feasible.
2. The University will strive for year over year growth when possible in the purchase of Fair Trade products.
3. As new Fair Trade Certified™ or verified products become available on the wider market, they shall be made available as options where feasible at foodservice operations on the main campus until such a time as they can replace the non-certified or verified items

## **ADMINISTRATION AND INTERPRETATIONS**

Questions regarding interpretation of this policy should be directed to the Director of Purchasing.

## **ADMENDMENT/TERMINATION OF THIS POLICY**

The University reserves the right to modify, amend, or terminate this policy at any time.