



# Sustainability Policy

## **Preamble**

The University of Saskatchewan Students' Union's value statement articulates that the following principles shall guide the Union in all of its endeavours: integrity, mutual respect, professionalism, service, teamwork and trust, as well as social, economic, and environmental responsibility. The USSU also honours its relationship with the First Nations and Metis peoples of Treaty Six Territory and in doing so respects and honours the land on which the organization is physically located. In order to ensure that the Union behaves in a responsible and sustainable manner and encourages its members to do the same, the following policy has been created.

This policy exists to standardize and streamline the manner in which the USSU interacts with students, staff, and faculty at the university, the way in which it conducts its own operations, and to articulate mechanisms by which individual students and student groups can qualify and apply for funding for sustainability projects.

## **Definition**

1.1 Sustainability is a set of systems and processes that enable environmental stewardship, social responsibility, and economic efficiency.

## **Purpose**

2.1 To be an organization that practices and promotes sustainability in all aspects of our organizational operations, facilities, centres, services, governance, and practices.

2.2 To lobby for sustainable accountability at university, civic, provincial, and federal levels, as well as in collaboration with community members and stakeholders.

2.3 To be a leader in sustainable institutional practices through environmental, social, and economic commitments.

2.4 To partner with and/or offer support to individuals and groups that demonstrate dedication to sustainability. The USSU will honour this commitment by maintaining a Sustainability Fund in collaboration with the University of Saskatchewan Office of Sustainability to assist students in achieving sustainable initiatives.

## **Ethical purchasing guidelines**

3.1 The USSU recognizes that ethical purchasing practices should be integral to its operations, and realizes the impact daily purchasing choices have on the wider environment and community. The USSU commits to source its products from businesses that ensure responsible practices are maintained throughout the path of production. In addition, the USSU will give priority to acquiring products locally and from their original source.

3.2 The USSU gives preference to materials and products that are comprised of recycled content and are recyclable or biodegradable.

3.3 The USSU gives preference to energy efficient appliances, electronics, and/or light fixtures in all renovation plans and/or when these items need replacing.

### **Consumption and Waste**

4.1 The USSU will take action to reduce energy consumption and minimize energy waste in all of its operations. Consequently, the USSU will seek to reduce paper consumption wherever possible.

4.2 The USSU will actively work towards reducing the quantity of waste produced by operational activities.

4.3 The USSU will educate its staff and its membership about sustainable practices, initiatives, and events.

### **Sustainability Fund Guidelines**

5.1 The Sustainability Fund is sponsored by the USSU, the University of Saskatchewan Office of Sustainability, and the University of Saskatchewan's President's Office.

5.2 This policy has been developed in order to standardize the manner in which the USSU Sustainability Committee grants funding to sustainability projects and initiatives by undergraduate students.

5.3 Funding shall be applied for through the online Sustainability Fund form as found on the USSU Sustainability webpage.

5.4 Undergraduate students may apply individually or on behalf of a campus club, college society, or constituency group. Groups who apply must have a minimum of 75% University of Saskatchewan Students' Union membership.

5.4.1 To be eligible for a direct cheque deposit the applicant must be part of/affiliated with a ratified student group.

5.4.2 Cheques will not be given out for amounts less than \$250. These will be payable upon receipt.

5.4.3 Cheques will fund up to 50% of the funding request up to a maximum of \$1500

5.5 The Sustainability Committee will not disburse funds to undergraduate students or groups for:

- direct donation to charity,
- the cost of alcohol served at any event,
- the day-to-day administrative costs of an organization,
- year-end banquets,
- travel, or travel expenses,

- conference fees, or conference funding. However, sustainable components of a conference may be funded on a discretionary basis.

5.6 Those individuals or groups seeking funding in excess of five hundred dollars (\$500) are required to make a presentation to the Sustainability Committee in addition to submitting a funding request form. The Sustainability Committee also reserves the right to require clarification or presentation of individuals or groups seeking funding under five hundred dollars (\$500).

**Terms and Conditions**

6.1 Applications must be made a minimum of 14 calendar days in advance of the proposed project start date. Campus groups are encouraged to apply as early as possible to ensure funding. Retroactive requests will not be accepted.

6.2 Funds must be used for the intention stated on the “Sustainability Funding Request Form”.

6.3 At its discretion, the Sustainability Committee may ask for receipts as a condition of receiving event funding.

6.4 After funding has been approved, the successful applicants have up to 30 calendar days to make arrangements to collect funding. If funding is not collected or arrangements are not made in due time, the funds will be released back to the fund.

**Schedule of review**

7.1 This policy shall be reviewed annually by the Sustainability Committee and/or the Vice-President Student Affairs and be updated as required.

Contact Information: Vice President (Student Affairs) 966-6970			
Category: USSU Sustainability Policy			
Policy Authority: Sustainability Committee			
<u>Approvals</u>	<u>Board/Committee</u>	<u>Date</u>	<u>Motion</u>
Adopted	USC	03/30/06	USC 147
Amended	USC	04/02/09	USC 126
Amended	USC	12/02/10	USC 106
Amended	Executive Committee	06/21/11	EXEC 11
Amended	Executive Committee	08/28/15	EXEC 28
Amended	Executive Committee	09/02/16	EXEC 33
Amended	Sustainability Committee	03/29/17	SC 21
Amended	Sustainability Committee	01/22/18	SC 06