



Sustainable procurement policy

NUBiP of Ukraine

2030

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National University of Life and Environmental Sciences of Ukraine

Sustainable Procurement Policy 2030

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1. Introduction

The National University of Life and Environmental Sciences of Ukraine (University) is committed to a sustainable future by integrating sustainable development principles into its activities. As an academic institution, the University acknowledges that its decisions and actions affect the environment, society, and the economy.

Procurement within the University involves significant resources and has impacts on the use of these resources, working conditions, and the general welfare of society. This Policy confirms the University's commitment to responsible procurement in accordance with Ukrainian legislation and national sustainability goals. By adopting this approach, the University seeks to contribute to the sustainable development of Ukraine and serve as an example in higher education.

Procurement decisions are recognized as influencing various stages of product and service life, from acquisition to disposal. These decisions can affect ecological systems, climate, and social well-being. This Policy establishes a framework that supports reduced negative environmental impact through efficient resource use and minimization of waste, while also addressing fair labor practices and removing any forms of discrimination.

Procurement must include clear sustainability requirements, with suitable means for suppliers to demonstrate compliance. Evaluation processes shall consider sustainability criteria relevant to the context of each procurement, alongside traditional considerations of cost and quality, in accordance with Ukrainian law.

The University acknowledges that staff conducting procurement must be equipped to apply this Policy appropriately. Training shall be provided as necessary to ensure understanding of sustainable procurement in the context of Ukrainian legislative and regulatory requirements.

This Policy references the University's internal regulations, codes, and guidelines that direct procurement activities. All relevant legal, ethical, and sustainability requirements are to be incorporated, with independent certification or recognized Ukrainian standards to be used when possible for verification.

2. Policy Purpose and Scope

The purpose of this Policy is to ensure that all procurement activities at the University are conducted in accordance with the principles of sustainable



development, as prescribed by Ukrainian legislation. This Policy establishes a unified approach for the acquisition of goods, services, and works, emphasizing responsible and efficient use of resources, fairness, and transparency throughout every stage of procurement.

The scope of this Policy extends to all university units, regardless of the source of funding or the value of the contract. Every purchase, whether for daily operations or strategic projects, must be assessed within this framework. All staff involved in procurement are required to consider not only the immediate needs but also the broader implications of their choices on the environment, society, and the economic interests of the University. The policy applies to all procurement activities regardless of contract value, across all units including central administration, academic, research, and affiliated entities. It governs purchases such as:

Procurement Category	Examples
Goods	Laboratory equipment, IT, office supplies, vehicles
Services	Maintenance, cleaning, catering, consultancy
Works	Construction, refurbishment, landscaping

This Policy is designed to promote decisions that favor long-term value, lifecycle considerations, and compliance with relevant Ukrainian legal acts. It supports the creation of processes that minimize unnecessary environmental impact, encourage social responsibility, and uphold the reputation and obligations of the University as a public institution.

3. Definitions and Key Concepts

For the purposes of this Policy, specific terminology is clarified to ensure consistent understanding and application across all procurement activities of the University.

- «Procurement» refers to all stages and activities involved in acquiring goods, services, or works. This includes the identification and assessment of needs, market analysis, the preparation of documentation and contracts, the selection of suppliers, and the management and finalization of the contract until the end of the asset or service life.



- «Sustainable procurement» is defined as the process by which the University acquires goods, services, or works in a manner that balances economic efficiency, environmental stewardship, and social responsibility. This concept means that every procurement decision should consider not just the immediate needs and costs, but also the long-term impacts on natural resources, human health and welfare, as well as institutional and societal goals as established by Ukrainian legislation.

- «Lifecycle considerations» involve evaluating a product, service, or work throughout its entire expected existence, from initial acquisition to disposal or termination. This means taking into account not only the purchase price, but also the costs or impacts related to operation, maintenance, resource consumption, and end-of-life treatment. The lifecycle approach helps to identify hidden costs and potential risks that may arise during use, and ensures that procurement choices are sustainable and economical over time.

- «Environmental criteria» are the general requirements or considerations used by the University to promote the rational use of resources, limit pollution, reduce waste, and minimize negative impacts on the environment when making procurement decisions. Examples may include a preference for products with lower energy use, less hazardous substances, or options that create less waste, provided these align with current Ukrainian legislation.

- «Social responsibility» used in the context of procurement, encompasses the ethical and legal obligation to respect human rights, fair labor conditions, non-discrimination, and equality. This means ensuring that suppliers and their subcontractors operate in compliance with Ukrainian labor laws and respect fundamental rights and fair treatment for all those involved in the supply chain.

- «Economic efficiency» relates to achieving the best value for money over the long term, not only by considering the initial cost of procurement but also factoring in all related expenses and benefits throughout the lifecycle of the goods, services, or works. This concept supports prudent use of public resources and aligns with financial accountability requirements in Ukraine.

- «Supplier» is any external party, whether an individual or organization, providing goods, services, or works to the University through a procurement process. Suppliers are expected to comply fully with Ukrainian laws, University policies, and the general standards of ethical business conduct required by this Policy.



- «Needs assessment» refers to the initial analysis performed by the University to justify and define the requirements for specific goods, services, or works. This assessment ensures that procurement is necessary, aligned with institutional objectives, and mindful of sustainability considerations.

- «Compliance» means fulfilling all relevant legal, ethical, and procedural requirements applicable to procurement activities, as derived from Ukrainian national legislation, this Policy, and University internal regulations. Compliance is required at every stage of the procurement process and is subject to ongoing monitoring and review.

These definitions and key concepts guide all decision-making, processes, and interpretations related to procurement at the University. Any term not specifically defined here is to be understood as per its usage in Ukrainian public procurement legislation or clarified by the University's subsequent internal regulations.

4. Guiding Principles

Procurement activities at the University are governed by the principles of transparency, and fairness in accordance with Ukrainian law. Each procurement decision should be made with reference to the best interests of the University and the broader public good. This involves considering the full lifecycle value of goods, services, and works acquired, rather than focusing solely on immediate costs.

The University is committed to upholding procedural fairness and ensuring that procurement processes are non-discriminatory, objective, and open to all qualified parties. In accordance with established requirements, relevant procurement procedures are conducted using the Prozorro procurement e-system to guarantee openness and transparency as mandated by national law.

Environmental, social, and economic impacts must be evaluated at each stage, supporting the rational use of resources and promoting environmental protection. Social responsibility and labor rights should be integrated into procurement activities.

The University places importance on achieving outcomes that avoid unnecessary harm and promote long-term value for both the institution and society. Procurement is expected to reflect high standards of ethics and accountability, strengthening the reputation and responsibilities of the University as a public institution.



5. Sustainable Procurement Procedure

All procurement at the University starts with a clear assessment of the actual need for goods, services, or works. This assessment must consider potential impacts on the environment, society, and the University's resources before initiating any purchase. Market research may be conducted to determine the availability of appropriate suppliers, products, or services consistent with the aims of sustainable procurement.

Procurement documentation must broadly reflect sustainability requirements, ensuring they align with relevant Ukrainian law but without prescribing specific technical solutions. When preparing tenders or contracts, procurement staff should embed considerations for responsible resource use, compliance with environmental protection and labor laws, and the prevention of unnecessary harm. Evaluation of offers must include legally permitted sustainability criteria, which can be weighted appropriately alongside factors of cost and quality.

The University monitors contract fulfillment to ensure alignment with the principles of sustainable procurement set by this Policy. Procedures may be periodically reviewed and adjusted to reflect updates in Ukrainian legislation, institutional experience, and evolving national best practices.

6. Environmental Criteria

Procurement at the University prioritizes the minimization of negative environmental impacts across all stages of acquiring goods, services, or works. Decision-making in procurement should be guided by a general commitment to the rational and efficient use of resources, aiming to reduce waste generation and avoid unnecessary consumption. Consideration is given to measures such as favoring options that are resource-efficient, promote the responsible management and disposal of materials, and support the use of energy-saving products.

The University seeks to prevent and reduce environmental harm by discouraging the use of substances and materials that have known adverse effects on the environment. Procurement processes should support compliance with all relevant Ukrainian environmental protection laws, including those related to waste management and the efficient use of energy and water resources. Choices are assessed in light of their capacity to promote environmental safety, limit pollution, and foster sustainable resource cycles without prescribing specific technologies or standards.



The application of these criteria is intended to be proportional and reasonable, taking into account the context and objectives of the procurement, and always aligned with Ukrainian national legislation and policy priorities.

7. Social Responsibility Criteria

Procurement processes at the University are expected to reflect general principles of social responsibility in accordance with Ukrainian law. When acquiring goods, services, or works, consideration should be given to the potential social consequences of procurement decisions, including their impact on human rights and working conditions.

The University seeks to ensure that its procurement activities support the fair treatment of individuals and groups involved in or affected by the supply chain. This includes attention to compliance with Ukrainian labor legislation, non-discrimination, and the protection of basic rights for employees and subcontractors. Procurement decisions must be made in a way that does not perpetuate social inequalities or allow for exploitative working conditions.

Offers from suppliers are evaluated on the basis of their adherence to these principles, with the expectation that all parties involved conduct their activities ethically and within the legal framework of Ukraine. Where appropriate, the University may request evidence of compliance with these social criteria during the procurement process. The application of social responsibility criteria remains flexible to accommodate the diversity of goods, services, and works procured, provided that all measures align with current Ukrainian legal standards.

8. Economic Efficiency and Cost Considerations

The procurement approach at the University is designed to ensure the prudent and efficient use of financial resources. Decision-making in this context must take into account not only the immediate price of goods, services, or works but also the broader economic implications over their entire lifecycle. This includes consideration of expected operational and maintenance costs, durability, and end-of-life management.

Procurement activities should strive to achieve the best overall value for the University, with careful attention given to the long-term benefits and liabilities associated with each transaction. Evaluations may include analysis of how a particular procurement choice could affect the University's financial stability or operational efficiency over time, as well as its compliance with relevant Ukrainian budgetary and public spending laws.



The principle of economic efficiency requires that resources are allocated intentionally, avoid unnecessary expenditures, and support the realization of the University's academic and strategic objectives. All procurement decisions must ultimately align with the public interest, the University's financial accountability, and the requirements of Ukrainian legislation.

9. Supplier Engagement and Ethical Standards

Supplier engagement within procurement is based on the principles of transparency, clarity of expectations, and compliance with Ukrainian legal requirements. The University expects all suppliers to comply with applicable laws and demonstrate ethical business practices throughout the contractual relationship.

Communication with suppliers is managed to ensure that all parties understand the general principles of sustainable procurement and the standards expected in the fulfillment of contracts. The University seeks to develop fair contractual terms that include general sustainability requirements aligned with legal obligations, but without imposing unnecessary burdens or specifying particular technologies or certifications.

Engagement practices aim to support suppliers in understanding University policies and relevant legislative developments, providing information and guidance where appropriate. All suppliers are encouraged to conduct their operations in a responsible manner, not only adhering to contract terms but also respecting broader legal and ethical standards established by Ukrainian law.

The University may assess or verify compliance with these principles where there is a necessity, ensuring the reputation and integrity of procurement processes. Supplier engagement is approached in a manner that is proportional, flexible, and consistently in accordance with the national legal framework.

10. Innovation and Continuous Improvement

The University recognizes the importance of fostering innovation and supporting the continuous improvement of procurement practices. The University is committed to exploring and adopting new approaches that can enhance the effectiveness and sustainability of procurement processes. Adaptation and learning are encouraged in order to respond to emerging challenges and opportunities within the scope of Ukrainian legislation.

Procurement activities are periodically reviewed, and lessons learned are incorporated into future procedures to promote better outcomes over time. The



University seeks to remain responsive to advances in sustainable practices and evolving national priorities, adjusting its procurement framework as appropriate. Emphasis is placed on the ability to improve institutional efficiency, reduce negative impacts, and align procurement decisions with the long-term interests of the University and society. This ongoing process is conducted in accordance with relevant legislative requirements and supports the broader mission of responsible and sustainable development.

11. Compliance and Monitoring

The University maintains oversight over all procurement processes to ensure adherence to this Policy and relevant Ukrainian legislation. The University establishes procedures to monitor the procurement lifecycle, including contract performance and fulfillment of sustainability obligations.

Compliance is assessed through regular evaluation of procurement activities and supplier performance. Where necessary, the University may seek supporting evidence to confirm that contractual and legal requirements are being met. Procedures are in place for addressing identified breaches or shortcomings, which may include corrective actions in accordance with established institutional practices and existing Ukrainian law.

Continuous improvement is supported by the periodic review of monitoring outcomes. Insights and findings from compliance activities are used to strengthen procurement practices and reduce risks in future transactions. All monitoring and compliance actions are conducted with due respect for transparency, fairness, and proportionality, reflecting the University's duty to serve the public interest and uphold the credibility of its procurement operations.

12. Roles and Responsibilities

The University outlines clear roles and responsibilities to ensure effective implementation of this Sustainable Procurement Policy. Oversight and strategic direction rest with University management, who are accountable for fostering a procurement environment that aligns with Ukrainian law and institutional objectives. Managers and designated staff are responsible for embedding the principles of this Policy into procurement planning, decision-making, and contract execution.

Procurement professionals and relevant unit personnel are tasked with conducting procurement activities in accordance with the established procedures. They are expected to assess needs accurately, apply sustainability



and legal requirements, evaluate supplier compliance, and maintain appropriate records throughout the procurement process. These staff members also help ensure that contract terms are respected and address any issues that may arise during contract execution.

All employees involved in procurement have a duty to uphold integrity, impartiality, and the ethical standards set by the University. Suppliers and contractors engaged with the University are required to meet the obligations outlined in contract documents and must comply with all applicable Ukrainian regulations.

The assignment of responsibilities remains flexible and is subject to modification based on changes in institutional structure, roles, or applicable Ukrainian legislation. The University will provide additional clarification of responsibilities through internal regulations and official communications as needed.

13. Training

The University supports the effective application of this Sustainable Procurement Policy through appropriate training measures. The University ensures that staff involved in procurement activities have access to training materials and educational opportunities that reflect the requirements of sustainable procurement as defined by Ukrainian law. Training is designed to build awareness of legal obligations, clarify the principles outlined in this Policy, and provide practical knowledge for implementing sustainable procurement practices.

The scope and content of training are determined according to institutional needs and the evolving Ukrainian legislative environment. Periodic updates are made to training programs so that staff remain informed of any significant changes in procurement law, sustainability priorities, or internal procedures. Training may also be provided to address identified gaps in practice or to reinforce the University's commitment to continual improvement in procurement activities.

Access to training is granted equitably, ensuring all relevant personnel are prepared to fulfill their responsibilities under this Policy. The University records participation in procurement training programs to support compliance and to document professional development consistent with institutional and national standards.

14. Reporting and Transparency

The University maintains a commitment to openness in all procurement matters. Procurement processes, policies, and performance are documented and, where required, made available in accordance with Ukrainian transparency and public information laws. Reporting on sustainable procurement is integrated into the University's existing accountability and disclosure mechanisms.

As part of its monitoring, the University regularly reviews and summarizes the effectiveness of sustainable procurement measures, including compliance with relevant legislation and achievement of policy objectives. Information about procurement activities, including adherence to sustainability criteria, is reported to management and any competent public authorities as required. Summaries or overviews of procurement outcomes may be included in institutional reports, consistent with legal obligations and internal regulations.

Transparency requirements are interpreted and applied in accordance with current Ukrainian law and institutional policy, safeguarding the University's integrity, public trust, and lawful operation.

15. References and Appendix

Legislation	Key Provisions
Law of Ukraine "On Public Procurement" (No. 922-VIII, 2015)	Establishes principles of transparency, efficiency, and accountability in public procurement. Enables inclusion of qualitative sustainability criteria beyond lowest price considerations.
Law of Ukraine "On Environmental Protection" (No. 1264-XII, 1991)	Sets legal foundation for environmental safety, rational resource use, and pollution prevention, supporting environmentally responsible procurement.
Law of Ukraine "On Waste Management" (No. 2320-IX, 2022)	Regulates waste management promoting reduction, reuse, recycling, and safe disposal, reinforcing circular economy goals in procurement.
Law of Ukraine "On Energy	Promotes energy conservation and adoption of



Efficiency" (No. 1817-IX, 2021)	efficient technologies, aligning with NUBiP's energy-conscious procurement.
Environmental Security and Climate Change Adaptation Strategy until 2030	Defines national sustainability priorities, to which NUBiP's procurement contributes directly through resource and emission reductions.
Additional sectoral laws and decrees	Address labor rights, social equality, financial governance reinforcing sustainable procurement criteria and enforcement at NUBiP.

This Policy is established on the basis of Ukrainian law, particularly the Law of Ukraine "On Public Procurement," the Law "On Environmental Protection," the Law "On Waste," and other applicable national acts regulating resource use, labor conditions, and institutional conduct. The Policy is to be interpreted and applied consistent with these primary legislative instruments.

Any updates to Ukrainian procurement, environmental, or related legislation will be reflected in subsequent revisions of this Policy. The University's procurement activities are conducted solely under the Ukrainian legal framework, without reference to external or international legal obligations except as directly incorporated in domestic law.



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This policy frames sustainable procurement as integral to the University's mission and compliance with both Ukrainian legislation and national sustainability goals. It correctly emphasizes procurement's impact not only on cost and operations but also on the environment, society, and the wider economy. The document ties sustainable procurement not just to environmental performance but also to social issues (e.g., labor practices, discrimination) and explicitly mentions the need for training and verification by external standards.

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