

## Fairtrade Policy

### Scope

The Fairtrade Policy applies to all staff, students and visitors to the Arts University Bournemouth (AUB).

There are five goals that need to be met to ensure Fairtrade accreditation. These are as follows:

1. **Goal 1 - Passing a Fairtrade policy statement.** The Student Union (or equivalent) and the University/ College authorities should both pass a Fairtrade policy incorporating the five goals. This policy should be reviewed annually, to see how it can be improved and developed.
2. **Goal 2 - Getting Fairtrade products on campus.** Fairtrade products including food and cotton should be made available for sale in all campus shops. Fairtrade foods are used in all cafés/restaurants/bars on campus. The availability and use of Fairtrade products should increase throughout the university/college year on year. The university/college and Student Union commits to sourcing Fairtrade cotton products in their purchasing (for example in staff uniforms, specialist clothing for courses and merchandise).
3. **Goal 3 – Using Fairtrade Products at meetings.** Fairtrade products should be served at all meetings/events hosted by the university/college and the Student Union (or equivalent), including internal management meetings. Tea, coffee and sugar should be served as standard with other Fairtrade products introduced where possible (e.g. biscuits, juice and fruit).
4. **Goal 4 – Organising Fairtrade Campaigns.** Campaigns should be run on campus to increase the understanding of Fairtrade and consumption of Fairtrade products. This should include student events, campaigns and raising awareness of trade justice as well as integrating Fairtrade into subject teaching where appropriate.
5. **Goal 5 – Set up a Fairtrade Steering Group.** A Fairtrade Steering Group should be established, with representatives from the student body, university/college staff and catering or procurement department (where this is part of a wider ethical procurement committee there should be a Fairtrade working group who either meet termly or who cover Fairtrade comprehensively in the wider meeting). Student representation in the steering group is essential.

### Steering Group

To meet the Fairtrade criteria and then further promote the Steering Group will require top down support from University Management.

The Steering Group will report to the Environment Committee. The constitution of the group will include university staff, Student Union (AUBSU) and catering staff. The Steering Group will initially concentrate on setting up and establishing the Group and application for Fairtrade Status. The constitution of the group could change once promotion of Fairtrade becomes the main focus.

### Terms of Reference

- To meet once a term
- Discuss and consider proposals to promote Fairtrade products and awareness via campaigns and other medium
- Record meeting minutes and report to the Environment Committee

## **Review**

Policy reviewed by Steering Group on an annual basis and confirmed by University Secretary and Director for Student Experience.

## **Policy Commitments**

The AUB and AUBSU agree to commit and uphold the five goals of the Fairtrade Foundation where practical and upon successful certification work together to promote Fairtrade products and increase Fairtrade awareness.

## **Sale of Fairtrade Products**

The AUB and AUBSU will ensure that Fairtrade products are available to purchase in all its bars, cafés and shop as well as any future outlets. We will actively look to expand areas where Fairtrade products and awareness can be procured, promoted and maintained.

Hospitality – The AUB and AUBSU commit via the AUB catering contractor to ensure that Fairtrade products are available at all internal meetings and to actively promote its availability at other external meetings and events.

Fairtrade ideas etc. can be emailed to the Environment email address [environment@aub.ac.uk](mailto:environment@aub.ac.uk) with subject heading FAIRTRADE