SAINT LOUIS UNIVERSITY

Baguio City, Philippines

Metric 12.2
Operational measures



12 RESPONSIBLE CONSUMPTION AND PRODUCTION

Times Higher Education
Sustainability
Impact Ratings

AY 2025-2026

SAINT LOUIS UNIVERSITY

Baguio City, Philippines

Indicator 12.2.1
Ethical sourcing policy



12 RESPONSIBLE CONSUMPTION AND PRODUCTION

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SLU Upholds Ethical Sourcing in Its Procurement Practices

Saint Louis University's Ethical Sourcing Policy requires supplier accreditation and regulatory compliance before purchase orders or contracts are issued. Existing suppliers undergo re-accreditation, and suspended, blacklisted, or non-compliant suppliers must be re-accredited before re-inclusion. The policy promotes responsible, transparent, and accountable sourcing of goods and services. Its implementation is demonstrated through SAMCIS's community outreach initiative, which supported the direct sourcing of agricultural produce from local farmers. The initiative demonstrates how ethical sourcing can contribute to local livelihood support, community engagement, and sustainable consumption.



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SDG : Responsible Consumption and Production

At Saint Louis University (SLU), through the Finance Office, ensures the timely and complete accreditation of suppliers to maintain a reliable pool for the University's goods and services. This guideline applies to both new suppliers and previously accredited suppliers who were inactive during the preceding academic year, with the Assistant Treasurer in charge of Purchasing responsible for its proper implementation.

All suppliers doing business with the University are required to undergo an accreditation process to verify their compliance with the standards and requirements set by relevant regulatory bodies, such as the Bureau of Internal Revenue (BIR), Department of Trade and Industry (DTI), Securities and Exchange Commission (SEC), Local Government Units (LGUs), and other governing agencies.

At the minimum, a supplier is required to submit the following:

- Business Permit;
- DTI Certificate;
- Company Profile with Key Personnel
- BIR Certificate of Registration;
- Scanned Copies of Official Receipt and/or Sales Invoice;
- SEC Registration (if applicable);
- Company SSS No./ Phil Health No./ DOLE Certificatio

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SLU's Ethical Sourcing Policy

Key Guidelines

1. The Finance Office, through the Purchasing Division, ensures timely provision of goods and services by maintaining at least three accredited suppliers per need.
2. All suppliers must undergo accreditation to verify compliance with regulatory agencies (e.g., BIR, DTI, SEC, LGUs). Required documents include business permits, company profile, BIR and DTI certificates, receipts/invoices, SEC registration (if applicable), and SSS/PhilHealth/DOLE certifications. Service contractors must also submit a PCAB license and audited financial statements with NFCC.
3. Accreditation may arise from Purchasing invitations, direct supplier requests, or inclusion in the Supplier Matrix or Abstract of Quotations.
4. Suppliers with prior transactions are submitted for re-accreditation each academic year's first quarter. Suspended, blacklisted, or non-compliant suppliers must undergo re-accreditation before re-inclusion.
5. No purchase order or contract shall be issued to unaccredited suppliers.
6. The Vice President for Finance, through the Assistant Treasurer, shall periodically review and update the guidelines for continuous improvement.

This policy, which ensures that all University suppliers comply with the requirements of relevant regulatory bodies, was reviewed and officially implemented on February 19, 2021.

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SLU Practices Responsible Sourcing: From Local Farmers to the SLU Community

RESPONSIBLE SOURCING IN ACTION - From local farmers to the SLU community

Saint Louis University, through the School of Accountancy, Management, Computing, and Information Studies (SAMCIS), demonstrated responsible food sourcing by purchasing approximately:

1,700 KG of cabbage directly from local farmers

The initiative provided farmers with an additional market opportunity while making fresh agricultural produce available to members of the university community.

ETHICAL SOURCING

Putting responsible sourcing principles into practice. The initiative demonstrates key principles associated with ethical sourcing:

LOCAL SOURCING

Purchasing directly from local farmers

SOCIAL RESPONSIBILITY

Providing an additional market opportunity for farmers

RESPONSIBLE PROCUREMENT

Supporting the responsible acquisition and use of agricultural products

COMMUNITY BENEFIT

Redistributing produce to members of the SLU community and partner beneficiaries



https://www.slu.edu.ph/2026/05/15/samcis-outreach-supports-farmers-through-community-collaboration/

FROM SOURCING TO COMMUNITY IMPACT
A responsible food-sourcing cycle:

LOCAL FARMERS
↓
DIRECT PURCHASE - 1,700 KG CABBAGE
↓
SLU COMMUNITY
↓
DISTRIBUTION TO BENEFICIARIES
↓
COMMUNITY & LIVELIHOOD SUPPORT

WHO BENEFITED?
The purchased produce was made available to various members and beneficiaries of the SLU community, including:

STUDENTS
Fresh produce made available to students

FACULTY & STAFF
Supporting members of the university community

SUPPORT PERSONNEL
Security and janitorial personnel

COMMUNITY BENEFICIARIES
The Halfway Home for the Boys



https://drive.google.com/file/d/1WOF3eaZdQa2-nynnwUmDRcUM-VGSW7Da/view?usp=sharing

IMPACT BEYOND THE CAMPUS

Supporting livelihoods

Direct purchasing created an additional market opportunity and provided financial support to local farmers.

Preventing waste

Agricultural produce that might otherwise have been left unsold or wasted was redirected for community use.

Strengthening community

The initiative connected farmers, university personnel, students, and community beneficiaries through collective action.

Promoting sustainability

The activity demonstrates a practical approach to responsible consumption, local food systems, and social responsibility

WHY THIS MATTERS

This initiative demonstrates that sustainability can begin with a simple institutional decision:

Buy local. Use responsibly. Share collectively.

By connecting local farmers with consumers within the university community, SAMCIS helped create economic, social, and environmental value from a single outreach activity. From agricultural surplus to community resource. From compassion to action. From consumption to responsible consumption.



https://drive.google.com/file/d/1WOF3eaZdQa2-nynnwUmDRcUM-VGSW7Da/view?usp=sharing



The SLU SDG Report 2026