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 12.2.6 Policy for Minimization of Disposable Items



12 RESPONSIBLE CONSUMPTION AND PRODUCTION

Times Higher Education Sustainability Impact Ratings

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SLU Cuts Down on Disposables Through a Campus-Wide Policy

SLU encourages students, faculty, and staff to bring reusable meal containers, plates, and utensils; eliminates bottled-water sales in University canteens and bottled water at catered SLU events; and promotes the 3Rs—Reduce, Reuse, and Recycle to minimize disposable packaging and the University's environmental impact.





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https://www.slu.edu.ph/environmental-programs/

SDG : Responsible Consumption and Production

To reduce waste and promote environmental sustainability, SLU has adopted the following measures:

1. **Encouragement of Reusable Containers:**

All students, faculty, and staff are strongly encouraged to bring their own reusable meal containers, plates, and utensils when dining in the canteen. This helps reduce reliance on disposable food packaging.

2. **Elimination of Bottled Water Sales:**

Bottled water will no longer be sold in SLU canteens, and caterers at SLU events (gatherings, meetings, seminars, etc.) will not serve bottled water. Attendees are encouraged to bring their own reusable water flasks.

3. **Adoption of the 3Rs (Reduce, Reuse, Recycle):**

Everyone is urged to actively practice the principles of reducing waste, reusing materials whenever possible, and recycling appropriate items. This is essential to minimizing SLU's environmental impact.



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AMICO and CPMSD are the primary units responsible for enforcing the reusing and recycling of condemned items at Saint Louis Universiy.

Condemnation:

1. The requesting Unit shall accomplish the Requisition Slip (RS), identifying therein the University assets and their reason for condemnation, and submit it to the AMICO for processing. Condemnation may be due to the following: damaged beyond repair, obsolete, being unsafe, uneconomical to repair or continue in use, lost, or other similar conditions.
2. The AMICO will verify the items for condemnation and evaluate the request. The AMICO will forward the request to the Department providing technical assistance, such as CPMSD for property and equipment, TMDD for computer hardware, Laboratory Technician for laboratory equipment, or other similar authorized Departments.
3. The assisting Department shall perform an intensive checkup and make a recommendation. They shall provide a Service Report that will suffice the services made.
4. From the Service Report provided, the AMICO shall process the condemnation duly endorse to the Vice President (VP) for Finance or Assistant Treasurer for approval. The requesting Unit will bring the condemned items (if applicable) to the AMICO.
5. The AMICO shall provide a Condemnation Report to the Finance Office for accounting.
6. The AMICO, together with the assisting Departments, will evaluate the condemned items and prepare a report for their proper disposal (through CEOPO for donation, OIA for sale, CPMSD for recyclable materials, and CPMSD and CEMSD for hazardous waste). The report will be duly endorsed by the VP for Finance for approval.

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Donation:

- Relevant guidelines and work instructions for the disposal of condemned items through donation shall apply.
- The CEOPO is responsible for posting the items for donation through public announcements.
- A written request for donation shall be addressed to the Office of the University President (OUP) through the Office of Vice President for Mission and Identity (OVPMI).
- The request letter will be forwarded to the CEOPO for assessment and communicated with the AMICO. While on a first-come, first-served basis may be observed, should there be multiple requests, priority will be given to those assessed as "more in need".
- The AMICO will provide a Gate Pass* (GP) duly signed and approved by the AMICO Head and VP for Finance or Assistant Treasurer or their authorized representative in their absence, respectively.
- The GP shall be presented to the Security Guard on duty (Guard) before bringing out the items for donation or loading them into the vehicle. The Guard is responsible, too, for making sure that the items being taken are those exclusively listed in the GP before release.
- The Guard will affix his name and signature on the CP. The GP shall be submitted to the CPMSD through the Security Officer for review before turning it over to the AMICO. Releasing of items for donation shall only be made during office hours, except wherein a written request duly endorsed by the Director of the CPMSD is sought.
- If needed, the recipients shall provide proof of the donations for the use intended. Thus, the CEOPO shall check and monitor the donations ensuring the execution of agreements with the Donee for this purpose.



For Sale:

1. Relevant guidelines and work instructions on the disposal of condemned items for sale shall apply.
2. For the items for sale to the SLU Community, the interested buyer shall enlist their name at the OIA. On the "First come First served, Draw Lots, or Give Chance to Others* basis shall be observed.
3. For the disposal of scrap materials for sale, the authorized buyers shall coordinate it first to the OIA. The Unit representative shall check and monitor their proper disposal of the items.
4. The OIA issues an Assessment Note to the chosen buyer. The buyer shall present it to the cashier for payment.
5. Upon payment of the assessed amount to the cashier, the buyer will present the Official Receipt (OR) and Assessment Note to the AMICO.
6. The Guard is responsible for making sure that the items being taken are those exclusively listed in the GP before release.
7. Releasing of items bought shall only be made during office hours, except wherein a written request duly endorsed by the Director of the CPMSD is sought.

Recyclable Materials:

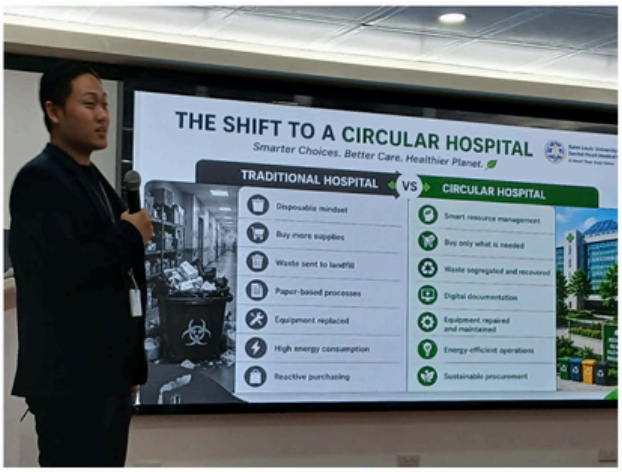
1. Relevant guidelines and work instructions on recyclable materials shall apply.
2. The condition of the condemned items deemed as recyclable and economically beneficial for future use shall be evaluated by the CPMSD and coordinated with the AMICO.
3. The CPMSD is responsible for posting the recyclable items for necessary dissemination of the list of items that can be recycled. The CPMSD is responsible, too, for making sure that there will be an available space to store the items.
4. The Unit in need of the items shall accomplish the RS and submit it to the AMICO.
5. The AMICO will verify the items and evaluate the request. The AMICO will prepare the Receiving Report? (RR) for the receipt of the items for transfer.
6. The requesting Unit shall accomplish the RR and submit it to the AMICO.
7. The AMICO will provide a copy of the quality record to the requesting Unit for file and Finance Office for accounting
8. For Inter-Campus transfer, the AMICO will provide a GP duly signed and approved by the AMICO Head and VP for Finance or Assistant Treasurer, or their authorized representative, in their absence, respectively.

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12.2.6 Policy for Minimization of Disposable Items

Advancing Waste Reduction in Sustainable Healthcare





SLU-SHMC ESG TRAINING PROGRAM

Saint Louis University–Sacred Heart Medical Center strengthened its commitment to sustainable healthcare through its Environmental, Social, and Governance (ESG) Training Program. The program translates sustainability principles into operational practices focused on: Waste Reduction, Circular Economy, Responsible Resource Use and Sustainable Healthcare.

DEPARTMENTAL WASTE MAPPING

As part of the ESG training, hospital departments developed Departmental Waste Maps to identify: Existing waste streams, Current operational practices, Waste-reduction opportunities, Opportunities for greater circularity.

KNOW YOUR WASTE → IDENTIFY OPPORTUNITIES → REDUCE WASTE

ESG ACTION PLANS

Departments developed initial ESG Action Plans to identify practical sustainability initiatives and actions for implementation.

Institutional Sustainability Commitment
↓
Departmental Waste Mapping
↓
Identification of Waste-Reduction Opportunities
↓
ESG Action Plans
↓
More Responsible Resource Use

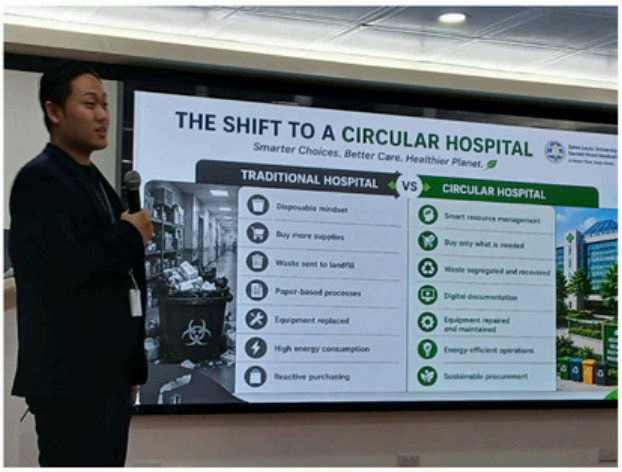
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SDG : Responsible Consumption and Production

SLU-SHMC Turns ESG Principles into Waste-Reduction Action Plans

Advancing Waste Reduction in Sustainable Healthcare





REDUCING UNNECESSARY WASTE IN HEALTHCARE

The initiative provides a framework for identifying opportunities to reduce unnecessary disposable items, improve resource use, and strengthen circularity within healthcare operations.

THE SUSTAINABILITY APPROACH

- IDENTIFY - Understand waste streams
- REDUCE - Minimise unnecessary consumption
- REUSE- Explore opportunities for repeated use where appropriate
- RECYCLE - Improve recovery of recyclable materials
- OPTIMISE- Promote responsible resource us

RESPONSIBLE CONSUMPTION AND PRODUCTION

SLU-SHMC's ESG initiative demonstrates how sustainability can be integrated into healthcare operations through waste mapping, waste-reduction planning, circular economy practices, and responsible resource use.

FROM AWARENESS TO ACTION

Sustainability Commitment
→ Waste Identification
→ Action Planning
→ Waste Reduction
→ Responsible Resource Use

THE IMPACT

Embedding sustainability into departmental operations and accountabilit

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SDG : Responsible Consumption and Production



"Saint Louis University is committed and continuing in taking action for environment sustainability. The major activities on campus are ecologically sound, socially just, economically viable, and humane, and will continue to be so for future generations."













SDG : Responsible Consumption and Production



The SLU SDG Report 2026