



Policy Number 4.2.1

Chapter: Campus Planning

Title: Vendor Use of Sustainable Materials

Division/Department: Campus Planning/Sustainability

Policy Administrator: Director of Sustainability

Adoption Date: April 23, 2025

Revision Dates:

1. PURPOSE

Auraria Higher Education Center (AHEC) promotes sustainability practices whenever practicable. Vendors who sell food and other items on campus provide customers with single-use items such as eating utensils and packaging that, in many cases, are not sustainable and must be discarded to the landfill. This policy requires these vendors to use compostable and recyclable materials, and bans certain other materials.

2. DEFINITIONS

- 2.1. Certified compostable: A product has received certification by a recognized, independent, third-party verification body that the product is compostable in accordance with ASTM D6400 or ASTM D6868.
- 2.2. Compost: The biological process of degrading Organics that is facilitated and controlled through active manipulation.
- 2.3. Diversion: the act of redirecting waste away from Landfills through other disposal means such as Recycling or Composting.
- 2.4. Diversion Rate: the percent of overall waste that is redirected from Landfills.
- 2.5. Landfill: means a discrete area of land or an excavation where solid wastes are placed for final disposal, which is not a land application unit, waste impoundment, or waste pile.
- 2.6. Organics: materials that can be broken down in biological processes.
- 2.7. Recyclable: the ability of material to be reused in manufacturing.
- 2.8. Recycle: to reprocess and reuse used material to create new products.

- 2.9. Reusable: a product that can be used again for its original function without undergoing chemical or mechanical processes which alter its form.
- 2.10. Sustainability: meeting today's needs without comprising the ability of future generations to satisfy their needs.
- 2.11. Vendor: an individual or organization not affiliated with AHEC or a Constituent Institution engaging in sales or solicitation on AHEC property, including non-profits.

3. POLICY

- 3.1. This policy is intended for AHEC contracted vendors, caterers, and events. It does not cover non-AHEC contracted vendors, events, and caterers in non-AHEC campus buildings.
- 3.2. Ban on Polystyrene Containers and Plastic Bags:
 - 3.2.1. No polystyrene (Styrofoam) containers may be distributed on campus by AHEC contracted vendors, caterers, or events after January 1st, 2025.
 - 3.2.2. No plastic bags may distributed on campus by AHEC contracted vendors, caterers, and events after January 1st, 2025.
- 3.3. Vendors' Inventory Assessment: Vendors must conduct a yearly assessment (as outlined in the Procedure document) of their single-use to-go ware inventory and submit it to their lessor for evaluation of what items are accepted by AHEC's campus waste haulers for recycling, organics, and landfill streams.
- 3.4. Requirement for Reusable or Compostable To-Go Ware: Vendors shall use a minimum of 75% reusable or compostable to-go ware (except glass or aluminum).
 - 3.4.1. Compostable ware procured by vendors must be recognized as industrially compostable by a third-party certification body. Biodegradable Products Institute (BPI) and/or Compost Manufacturing Alliance (CMA), are preferred.
 - 3.4.2. Aluminum and glass are exempt from the 75% minimum when used for beverages.
- 3.5. Restrictions on Single-Use Service Ware and Condiments:
 - 3.5.1. Vendors may not distribute single-use service ware or single-use condiments unless requested by a customer.
 - 3.5.2. These items include: sauces, seasonings, spreads, chopsticks, condiment cups and packets of any kind, napkins, splash and cocktail sticks, straws and stirrers, and utensils.
- 3.6. Front and Back-of-House Composting and Recycling Services:

- 3.6.1. All Vendors and events (internal & external), regardless of attendance size, must have front and back-of-house composting and recycling services available for the entirety of the event.
- 3.6.2. External events with waste services, not managed by AHEC, are required to submit a waste diversion report to Auraria Sustainable Campus Program (ASCP).
- 3.6.3. ASCP will charge for external event Compost services and payment will be billed through the events department.
- 3.6.4. Proper Disposal of Waste: When Composting, Recycling, and Landfill bins are serviced by event staff, clients, and Vendors, they must be thrown into the applicable Composting, Recycling, or Landfill receptacle (aka toter, roll-off, or compactor).
- 3.6.5. All Vendors and events (internal & external), regardless of attendance size, must have proper front-of-house signage that is consistent with the existing campus waste stream signage.

3.7. Procedures

- 3.7.1. The Sustainability Department in the Division of Campus Planning will establish procedures for implementing this policy.
- 3.7.2. The procedures will include a framework for:
 - Establishing minimum thresholds for procurement of Compostable or Reusable to-go ware.
 - Identifying restricted/banned items.
 - Mandating proper Recycling and Composting services for events and vendors.
 - Providing collaborative opportunities for education and support.
- 3.7.3. The procedures may be modified from time to time with the approval of the Deputy Chief of Campus Planning and Sustainability.

4. APPROVAL AND ADOPTION

This Policy has been reviewed and approved by the Board of Directors for the Auraria Higher Education Center.

Date: April 23, 2025

Approved by: /s/ Kate Barton
Chairperson of the Auraria Board