

 MULTIMEDIA UNIVERSITY	SUSTAINABLE PROCUREMENT AND PURCHASING POLICY
Approving Authority	: Management Committee
Establishment Date	: 11 October 2023
Last Amendment Date	: 7 April 2026
Version	: 2
Responsible Division	: Finance and Business Venture (FBV)

(A) Purpose

MMU is committed to environmental stewardship by maintaining sustainable procurement and purchasing practices that promote and encourage the use and purchase of environmentally and socially responsible products by its vendors.

(B) Policy Statements

To this end, all Vendors undertake to comply with the following:

- (i) The Vendor recognises and understands UTSB’s (Multimedia University) commitment to conduct its business in a manner that aligns with the principle of sustainable development and adheres to internationally and/or locally recognised fundamental standards for occupational health and safety, environmental protection, labour and human rights (of everyone who will be impacted by the Vendor’s operations, including its personnel, employees, sub-Vendor and surrounding communities) as well as responsible corporate governance (“ESG Principles”).
- (ii) In addition to the provisions stipulated in regards with Integrity, Fair Tax Liabilities, Environmental Matters, Dangerous Goods, Occupational Safety and Health and Antiquities and Fossils, the Vendor undertakes that it shall conduct its business with due diligence, in an efficient and responsible manner adhering fully to ESG Principles, and shall use commercially reasonable efforts to comply with ESG Principles throughout the Agreement Period.
- (iii) The Vendor represents and warrants that as at the commencement of the Agreement with MMU, it has not been fined and/or convicted of any offence in contravention of ESG Principles, nor has it been the subject of any investigation, inquiry or enforcement proceedings regarding any offence or alleged offence of or in connection with the contravention of ESG Principles.
- (iv) As part of MMU’s (UTSB) commitment to environmentally-sustainable procurement and purchasing, The Vendor shall:

- (a) at the request of UTSB, provide UTSB with any and all necessary documents and/or information pertaining to its activities and compliance with requirements relevant to the ESG Principles;
 - (b) notify UTSB of any suspected or actual material non-compliance with the ESG Principles immediately and in any event, no later than five (5) business days, from the date of discovery of such non-compliance, providing a reasonably detailed description of such non-compliance including an account of the expected consequences and/or damage resulting therefrom. The Parties recognise that whether a violation of the ESG Principles would amount to “material non-compliance” can be subjective in its very nature. Therefore, the Vendor is obliged to proactively engage with UTSB to discuss the materiality of any and all non-compliance;
 - (c) immediately take steps to remedy any non-compliance, and if necessary, engage at its own expense, the services of an appropriately qualified environmental, social and governance consultant or other qualified professional to investigate the non-compliance and advise the Vendor on a corrective action plan;
 - (d) take appropriate action to ensure that it stays abreast with and understand the sustainability issues relevant to the Vendor and its business; and
 - (e) proactively keep UTSB (MMU) informed of any development in its business and/or portfolios which may materially impact its compliance with the ESG Principles.
- (v) Throughout the period of agreement, the Parties may periodically engage in meaningful dialogue in furtherance of their commitment to the ESG Principles.
 - (vi) The Vendor shall consider the environmental impact of its products / services, prioritising environmentally-responsible materials and technology. The Vendor should comply with globally accepted environmental standards, such as the standards of the United Nations Sustainable Development Goals (UN SDGs), United Nations Global Compact, United Nations Environment Programme (UNEP), US Environmental Protection Agency (EPA), International Telecommunication Union Telecommunications (ITU-T), European Telecommunication Standards Institute (ETSI) and International Organisation for Standardization (ISO), where applicable. The TM Group Procurement Letter of Award (LOA) Agreement with vendors serves as the source of these policy statements.

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(C) Review and Revision of Policy

This policy will be reviewed periodically by the designated office at MMU in consultation with relevant bodies, and revisions will be made as necessary to ensure the policy remains effective in upholding the principles of sustainable procurement and purchasing.

(D) Effective Date

This policy is effective as of 11th October 2023 and supersedes all previous policies related to sustainable procurement and purchasing at MMU.

Version Record:

Version	Date
1	11 October 2023
2	7 April 2026

Relevant TM Policy:

No	Policy
1	TM Procurement Ethics
2	TM Sustainability Policy
3	TM Sustainable Supply Chain Policy
4	TM Code of Conduct & Business Ethics