

**ROBINSON COLLEGE
CATERING & CONFERENCE DEPARTMENT POLICY DOCUMENT**



POLICY: FAIRTRADE POLICY
DEPARTMENTS AFFECTED: CATERING
ISSUED BY: C&CM
DATE: JANUARY 2009
Reviewed SEPT 2009, NOV 2009,
JAN 2010, OCT 2010, OCT 2011.

OBJECTIVES:

1. To recognise the need to support small, independent farmers in the developing world, through ensuring that they receive fair returns for their produce.
2. To provide a range of products to our customers and to promote the sale thereof.

SCOPE:

3. Fairtrade product range - tea, coffee, chocolate, snack bars, fruit and some cooking ingredients. Wine and beer will be served in licensed outlets.
4. Outlets - Garden Restaurant, Dining Hall, Red Brick Café Bar, Conference rooms.

METHOD:

5. Fairtrade products will be prominently displayed in points of sale with appropriate pos promotional material.
6. The only coffee brand on sale in the Red Brick Café Bar will be a Fairtrade product.
7. A Fairtrade formal hall dinner will be held in College Dining Hall at least once per annum.
8. A Steering Group will be established as follows:

FAIR TRADE STEERING COMMITTEE TERMS OF REFERENCE

MEMBERSHIP MAKE-UP

- College Steward Manager – Chair
- Deputy Catering Manager
- Head Chef
- RCSA Green Officer
- Immediate Past RCSA Green Officer
- 2 other student representatives

FREQUENCY OF MEETINGS

Termly.

OBJECTIVES OF STEERING GROUP

1. To recommend additions/amendments to the Colleges' and the RCSA's Fairtrade policies.
2. Review and recommend Fairtrade products for sale in the College outlets.
3. Promote the use of Fairtrade products at internal meetings and events.
4. Promote the consumption of Fairtrade products within the College and in the wider world.