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JALAL-ABAD STATE UNIVERSITY named after B. Osmonov

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Jalal-Abad State University
named after B. Osmonov

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APPROVED
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POLICY
ON SUSTAINABLE PROCUREMENT OF
JALAL-ABAD STATE UNIVERSITY NAMED AFTER B. OSMONOV

Manas

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1. General Provisions

1.1. Purpose and Objectives of the Sustainable Procurement Policy

This Sustainable Procurement Policy of Jalal-Abad State University named after B. Osmonov (hereinafter referred to as the “Policy”) has been developed with the aim of integrating the principles of sustainable development into the University’s procurement activities, ensuring the rational and efficient use of financial resources, minimizing negative environmental impact, and promoting the social and economic development of the region.

1.1.1. The main objectives of the Policy are as follows:

- to establish unified approaches and requirements for procurement, taking into account environmental, social, economic, and innovative criteria;
- to ensure transparency and accountability in the planning, implementation, and monitoring of procurement processes in compliance with the legislation of the Kyrgyz Republic and international sustainable development standards;
- to integrate sustainable procurement principles into the University’s educational and research activities;
- to develop practical skills and competencies among staff and students in the field of sustainable procurement and responsible consumption;
- to enhance the University’s reputation as a leading educational and research center implementing modern sustainable development practices in the south of the Kyrgyz Republic.

1.2. Terms and Definitions

For the purposes of this Policy, the following key terms and definitions shall apply:

1.2.1. Sustainable procurement – the process of acquiring goods, works, and services in which, in addition to price and quality, additional criteria are considered, including environmental safety, social and economic aspects, as well as innovative solutions that contribute to achieving sustainable development goals.

1.2.2. Environmental criteria – a set of requirements for goods, works, or services aimed at preventing or minimizing negative environmental impact (including reduction of greenhouse gas emissions, energy and resource efficiency, waste reduction and recycling).

1.2.3. Social criteria – a set of requirements aimed at ensuring the rights and interests of workers, promoting gender equality and accessibility, supporting local suppliers, and ensuring safe working conditions and respect for human rights in the production or delivery of goods (works, services).

1.2.4. Economic criteria – a set of requirements related to optimizing the total cost of ownership, rational planning and use of resources, and creating long-term value for the University and its stakeholders.

1.2.5. Innovative criteria – a set of requirements involving the use of advanced technologies, cutting-edge methods, and solutions aimed at improving the efficiency of procured goods (works, services), implementing modern processes, and utilizing the University’s research potential.

1.2.6. Life cycle of goods (works, services) – the set of stages that a product (or service) goes through from initial development (or raw material extraction) to disposal (or end of use), including production, distribution, operation, and disposal stages.

1.2.7. Procurement Commission – a collegial body of the University responsible for organizing and conducting public procurement procedures in accordance with the legislation of the Kyrgyz Republic and internal regulatory documents of the University.

1.2.8. Supplier – a legal entity or individual participating in procurement procedures as a potential contractor, offering goods, works, or services in accordance with established requirements.

1.3. Principles of Sustainable Procurement

In carrying out its procurement activities, the University shall be guided by the following principles:

1.3.1. Legality

Strict compliance with the legislation of the Kyrgyz Republic, including the Law “On Public Procurement” dated April 14, 2022, as well as acts of the Government and the Cabinet of Ministers of the Kyrgyz Republic regulating public procurement and the University’s internal regulations.

1.3.2. Transparency and Fair Competition

Ensuring openness and accessibility of procurement procedures for all stakeholders, preventing discrimination, and creating equal opportunities for potential suppliers in accordance with anti-corruption principles.

1.3.3. Environmental Responsibility

Taking into account the environmental impact of procured goods (works, services) and encouraging suppliers that apply environmentally friendly and resource-efficient technologies.

1.3.4. Social Responsibility

Promoting respect for workers' rights, gender equality, social inclusion, and the development of local communities, as well as preventing discrimination in supplier selection.

1.3.5. Economic Efficiency

Ensuring the rational and targeted use of budget funds, optimizing the total cost of ownership of procured goods (works, services), and applying long-term planning.

1.3.6. Innovation

Encouraging the implementation of scientific developments, advanced technologies, and innovative solutions to improve the quality of educational services and research activities at the University.

1.3.7. Research and Educational Integration

Utilizing the scientific potential of the Institute of Technology and Environmental Management and other University units in developing sustainability criteria, as well as incorporating sustainable procurement practices into educational programs to build students' competencies in sustainable development.

1.4. Scope of the Policy

1.4.1. This Policy applies to all procurements carried out by Jalal-Abad State University named after B. Osmonov using public funds, own revenues, or grant funds, as well as procurements conducted jointly with partners within international and national projects and programs.

1.4.2. The provisions of this Policy are mandatory for all structural units of the University, including institutes, departments, and administrative divisions responsible for procurement planning, implementation, and control.

1.4.3. In cases where the provisions of this Policy contradict mandatory requirements of the legislation of the Kyrgyz Republic or international agreements in force within the Kyrgyz Republic, the relevant legal provisions and international obligations shall prevail.

1.4.4. In emergency situations (including force majeure), procurement may be carried out through direct contracting in accordance with the regulations on emergency situations of the Kyrgyz Republic and the University's internal acts, while the University shall, to the greatest extent possible, continue to adhere to the principles of sustainability.

2. Legal Framework of the Policy

2.1. Regulatory Legal Acts of the Kyrgyz Republic

2.1.1. The Law of the Kyrgyz Republic “On Public Procurement” dated April 14, 2022 (as amended and supplemented as of the date of approval of this Policy), which establishes:

- procedures for conducting public procurement in electronic format;
- the main principles of public procurement, including transparency, openness, process optimization, non-discrimination, and the acquisition of innovative goods;
- methods of public procurement (open, restricted, request for quotations, single-source procurement);
- stages of public procurement (planning, preparation of documentation, publication of announcements, opening of bids, evaluation and comparison, selection of the winner, contract conclusion and administration).

2.1.2. Regulations on emergency situations of the Kyrgyz Republic, allowing procurement through direct contracting in cases of prevention or elimination of emergency consequences, while maintaining sustainable development priorities to the extent possible.

2.1.3. Resolutions of the Government and the Cabinet of Ministers of the Kyrgyz Republic regulating the procedures and processes of public procurement, establishing additional requirements for procurement documentation and supplier selection criteria.

2.1.4. Other regulatory legal acts of the Kyrgyz Republic governing issues of environmental, social, and economic safety, anti-corruption measures in procurement, as well as other matters related to the protection of the rights and interests of participants in the procurement process.

2.2. International Standards and Recommendations

2.2.1. Recommendations of the World Bank, the Asian Development Bank, and the European Bank for Reconstruction and Development on improving the efficiency of public procurement, implementing transparency and accountability principles, and complying with environmental and social criteria.

2.2.2. United Nations standards on sustainable procurement and the green economy, including guidelines of the United Nations Environment Programme (UNEP) and the UN Sustainable Development Goals (in particular SDG No. 12 “Responsible Consumption and Production”).

2.2.3. International ISO standards, in particular:
ISO 20400 “Sustainable Procurement,” which establishes principles, frameworks, and key elements for implementing sustainable procurement practices;
ISO 14001 “Environmental Management Systems,” which defines requirements for developing and implementing an effective environmental management system.

2.2.4. International best practices in anti-corruption (including principles of the OECD and the International Organization of Supreme Audit Institutions), as well as other recommendations aimed at ensuring transparency, efficiency, and integrity of procurement processes in educational institutions.

2.3. Internal Documents of JASU

2.3.1. The Charter of Jalal-Abad State University named after B. Osmonov, which defines the legal status, goals, objectives, and competencies of the University's governing bodies in managing resources and ensuring the functioning of structural units.

2.3.2. The Procurement Regulations of JASU (if available) or other internal regulatory acts in force at the University governing procurement planning, organization, and implementation in accordance with the legislation of the Kyrgyz Republic.

2.3.3. The Anti-Corruption Policy of JASU, establishing principles and measures for preventing corruption risks, including in procurement, as well as internal control mechanisms and liability for violations of established requirements.

2.3.4. The Corporate Culture or Ethics Code of JASU (if available), which establishes core values, ethical standards, and rules of conduct for employees and students, contributing to the development of a culture of responsible consumption and adherence to sustainable development principles.

2.3.5. Orders of the Rector and decisions of the Academic Council of JASU regulating issues of financing, formation of procurement commissions, distribution of responsibilities among departments, and other aspects of organizing the procurement process.

2.3.6. Other internal orders and instructions applicable to the University's procurement activities, including departmental orders and methodological guidelines approved by the University's management in accordance with the legislation of the Kyrgyz Republic.

3. Organizational Structure for Managing Sustainable Procurement

3.1. Distribution of Responsibilities

3.1.1. The Rector of Jalal-Abad State University named after B. Osmonov (hereinafter referred to as the "University") exercises overall supervision of procurement activities and is responsible for the implementation of sustainable development principles in procurement. The Rector approves the composition of the Procurement Commission, as well as orders and internal regulatory acts governing

procurement procedures and the distribution of responsibilities among structural units.

3.1.2. The Vice-Rector for Administrative and Economic Affairs coordinates the activities of administrative and хозяйственные (support) units (including the Administrative and хозяйственная unit – AHU) and oversees the implementation of decisions of the Procurement Commission. Within their competence, the Vice-Rector ensures the integration of sustainability requirements into procurement planning, organization, and monitoring, and approves proposals for improving procurement activities.

3.1.3. The Administrative and Economic Unit (AHU) is the main division responsible for the material and technical support of the University, including the organization of procurement in accordance with the Law of the Kyrgyz Republic “On Public Procurement.” The AHU:

- develops annual public procurement plans jointly with the Planning and Economic Department (PED), taking into account the sustainability criteria set forth in this Policy;
- prepares procurement documentation (tenders, requests for quotations, etc.), including environmental, social, economic, and innovative criteria;
- monitors the execution of concluded contracts and interacts with suppliers regarding delivery, quality, and timelines.

3.1.4. The Planning and Economic Department (PED), in cooperation with the accounting department, carries out financial planning of procurement and ensures control over the targeted use of budget funds allocated for goods, works, and services:

- prepares proposals on the level of allocations required for sustainable procurement;
- ensures financing and proper accounting of procurement expenditures in accordance with established economic classifications;
- participates in the preparation and analysis of economic criteria in supplier selection, including the assessment of total cost of ownership and long-term benefits.

3.1.5. The Legal Department (or other unit responsible for legal support) verifies the compliance of procurement documentation with the legislation of the Kyrgyz Republic and internal acts of the University, participates in concluding contracts with suppliers, and facilitates adherence to transparency principles, anti-corruption legislation, and dispute resolution.

3.1.6. Heads of institutes and other structural units of the University form requests for necessary goods, works, and services, develop or approve technical specifications taking into account sustainability criteria (environmental, social, economic, and innovative), and submit them to the AHU for further procurement procedures.

3.1.7. The Internal Audit Unit (if available) monitors compliance with this Policy and established procurement procedures, identifies and prevents potential corruption risks, and evaluates the efficiency of the use of budgetary and extra-budgetary funds for procurement.

3.1.8. All employees and students involved in procurement planning and implementation are required to comply with the provisions of this Policy, adhere to anti-corruption principles and responsible consumption practices, act in the interests of the University, and follow the legislation of the Kyrgyz Republic.

3.2. Procurement Commission

3.2.1. The Procurement Commission is a collegial body established in accordance with public procurement legislation and internal acts of the University. The Commission is composed of authorized representatives of:

- the Administrative and Economic Unit;
- the Planning and Economic Department (and/or accounting);
- the Legal Department;
- institutes and other units whose expertise is necessary for the evaluation of applications.

3.2.2. The powers of the Procurement Commission include:

- approval of the annual procurement plan and tender documentation, taking into account sustainability criteria;
- organization and conduct of procurement procedures (including open, restricted, request for quotations, and single-source procurement) in strict compliance with the Law of the Kyrgyz Republic “On Public Procurement”;
- analysis of bids and proposals in terms of environmental, social, economic, and innovative efficiency, as well as compliance with safety and quality requirements;
- decision-making on the selection of the winning bidder, documented in meeting minutes;
- monitoring the execution of contracts and assessing the actual effectiveness of procurement, including compliance with sustainability principles;
- preparation of proposals for improving the Procurement Policy and introducing amendments and additions to this Policy.

3.2.3. Where necessary, the Procurement Commission may establish working groups on specific issues (environmental assessment, energy efficiency, innovation analysis, etc.), including the involvement of experts from профильных institutes, research centers, and laboratories of the University.

3.2.4. Meetings of the Commission are conducted in accordance with the legislation and internal acts of the University. The minutes of the Commission meetings serve as the basis for concluding or terminating contracts with suppliers, as well as for further actions within procurement procedures.

3.3. Interaction with Institutes and Research Units

3.3.1. The Pedagogical Institute named after E. Umetov and other environmentally oriented departments (e.g., the Department of Natural Science Education) are involved in:

- developing and improving environmental criteria and technical requirements for procured goods, works, and services;
- analyzing supplier proposals in terms of minimizing environmental impact and ensuring rational use of natural resources;
- providing scientific expertise in the application of resource-saving technologies.

3.3.2. Institutes and research units (including laboratories and research centers) are involved in:

- preparing analytical reviews and scientific opinions on the specifics of procured goods, works, and services;
- participating in pilot projects and experiments aimed at introducing innovations in sustainable procurement;
- training staff and students in methods of environmental and social assessment of procurement activities.

3.4. Role of the Academic Council and Other Collegial Bodies

3.4.1. The Academic Council of the University, within its competence, approves the main strategic directions of University development, including the implementation and improvement of sustainable procurement, reviews reports on procurement activities, and may propose adjustments to priorities and sustainability criteria.

3.4.2. The Administrative Council (or other collegial bodies within the University structure) participates in discussions of administrative and economic matters related to budget planning and the implementation of major procurement projects, and ensures coordination among departments to achieve sustainable development goals.

3.5. Coordination and Control

3.5.1. The Vice-Rector for Administrative and Economic Affairs bears personal responsibility for coordinating the activities of the units specified in this section regarding the implementation and improvement of the Sustainable Procurement Policy.

3.5.2. Heads of institutes ensure alignment of research and educational interests with the University's needs for goods, works, and services, and facilitate the involvement of relevant experts to assess environmental, innovative, and economic aspects of procurement activities.

3.5.3. The Internal Audit Unit, in cooperation with the Procurement Commission and the Legal Department, regularly monitors compliance with established sustainability principles and criteria, prepares reports and recommendations to

improve procurement procedures, prevent corruption risks, and enhance the efficiency of resource use.

3.5.4. All persons involved in procurement processes shall be subject to disciplinary, administrative, and (where applicable) criminal liability for failure to comply with the legislation of the Kyrgyz Republic and this Policy.

4. Sustainable Procurement Procedures

4.1. Planning of Sustainable Procurement

4.1.1. Procurement planning at Jalal-Abad State University named after B. Osmonov (hereinafter referred to as the “University”) is carried out in accordance with the annual public procurement plan, developed by the Administrative and Economic Unit (AEU) jointly with the Planning and Economic Department (PED) based on requests from structural units.

4.1.2. Procurement requests are prepared by heads of institutes (faculties) and other structural units, taking into account the needs for goods, works, and services, as well as sustainability requirements set forth in this Policy and the applicable legislation of the Kyrgyz Republic.

4.1.3. During the approval of procurement requests:

- the objectives of the University’s educational and research activities are considered, including programs in the field of “Environmental Management” and other projects requiring environmentally and socially responsible solutions;
- a preliminary assessment of environmental and social risks, as well as economic feasibility, is carried out, taking into account the total cost of ownership and the expected service life of the products to be procured;
- where specialized expertise is required, the head of the relevant institute engages qualified specialists to provide recommendations.

4.1.4. The annual procurement plan is subject to approval by the University management. Amendments may be introduced in accordance with established procedures in the event of new needs or changes in sustainable development priorities.

4.1.5. Priority in procurement planning is given to:

- acquisition of energy-efficient, environmentally friendly, and socially responsible goods, works, and services;
- implementation of innovative technologies and solutions to optimize the University’s operational processes;
- reduction of negative environmental impact, including minimizing waste and reducing the carbon footprint;
- support for local suppliers (including small and medium-sized enterprises), where this does not contradict the principles of fair competition and applicable legislation.

4.2. Development of Technical Specifications with Sustainability Criteria

4.2.1. Technical specifications are developed in accordance with requirements for quality, reliability, safety, and compliance with applicable standards, with the mandatory inclusion of sustainability criteria set forth in this Policy.

4.2.2. Environmental criteria include, but are not limited to:

- energy efficiency and resource conservation (in accordance with international and national standards, including GOST, ISO, IEC);
- environmental labeling (green certifications and eco-labels confirming minimal environmental and health impact);
- recyclability, reuse, or safe disposal of products and packaging;
- restriction or elimination of hazardous (toxic) substances.

4.2.3. Social criteria may include:

- compliance with labor legislation and workers' rights, confirmed by relevant documents (policies, certifications);
- gender equality and non-discrimination (including within project teams and production processes);
- participation of local (regional) producers and SMEs, where this does not violate competition principles or the Law of the Kyrgyz Republic "On Public Procurement" dated April 14, 2022;
- transparency of supply chains (absence of child or forced labor).

4.2.4. Economic criteria shall ensure:

- an optimal "price–quality–sustainability" ratio, taking into account total cost of ownership;
- long service life and reliability of procured goods, materials, or services;
- reduction of operational costs, energy and water consumption, emissions, and waste.

4.2.5. Innovative criteria take into account:

- the level of application of scientific and technological developments in production;
- the adaptability or upgrade potential of procured products to meet the University's needs;
- alignment with modern research trends, including green technologies, renewable energy, and digitalization.

4.2.6. Technical specifications for complex or specialized procurements (e.g., laboratory equipment, energy-intensive systems) are developed with the involvement of relevant experts from institutes responsible for research activities.

4.2.7. The final version of technical specifications is approved by the Procurement Commission and published in open access (via the electronic public procurement system and/or official website), except for information constituting state or commercial secrets, in accordance with the law.

4.3. Methods of Conducting Sustainable Procurement

4.3.1. The University conducts procurement in electronic format (via an e-procurement platform) and applies methods established by the Law of the Kyrgyz Republic “On Public Procurement” dated April 14, 2022:

- open (primary competitive method);
- single-source procurement in cases of urgency or other exceptional circumstances provided for by law.

4.3.2. Single-source procurement is permitted in cases of emergency prevention or response, as well as when competition is not feasible. In such cases, the University shall, where possible, apply sustainability criteria and consider alternative supply options.

4.3.3. Selection criteria and evaluation indicators related to environmental, social, and economic aspects are specified in the tender documentation. The Procurement Commission ensures their inclusion and justification to prevent discrimination and ensure transparency.

4.3.4. To optimize procurement and promote sustainability, the University may consider:

- consolidation of orders (combining similar needs into a single lot to reduce transport and administrative costs);
- long-term agreements with suppliers demonstrating strong sustainability performance (in compliance with competition rules).

4.3.5. For pilot projects in sustainable procurement, including research and educational initiatives, the Procurement Commission may recommend the use of special evaluation methods developed with the involvement of **relevant academic departments and institutes**.

4.4. Evaluation and Selection of Suppliers Based on Sustainability Criteria

4.4.1. Supplier proposals are evaluated by the Procurement Commission based on tender documentation. In addition to price and technical parameters, the following are considered:

- compliance with environmental requirements (e.g., energy efficiency certificates, eco-labels);
- existence of supplier policies on social and environmental responsibility;
- technological innovation and upgrade potential;
- total cost of ownership, including maintenance, energy use, and disposal.

4.4.2. Final evaluation may use a weighted scoring system, where sustainability criteria are assigned specific weights alongside price.

4.4.3. Suppliers with repeated violations of environmental, labor, or anti-corruption standards may be disqualified in accordance with applicable legislation and internal regulations.

4.4.4. The decision on the winning bidder is documented in official minutes signed by all members of the Procurement Commission and published electronically, subject to information protection requirements.

4.5. Contract Conclusion and Administration

4.5.1. Contracts with suppliers are concluded in writing following procurement procedures. The contract shall include:

- subject, price, and delivery timelines;
- quantitative and qualitative specifications;
- environmental and social responsibility requirements;
- terms of performance and liability provisions.

4.5.2. The Administrative and Economic Unit, together with the accounting department and relevant units, ensures:

- receipt and verification of goods, works, and services;
- payment control in accordance with contract terms;
- supplier interaction in warranty and service matters.

4.5.3. In case of non-compliance, the Procurement Commission and Legal Department take measures in accordance with contractual obligations and legislation, including termination or penalties.

4.5.4. Institutes involved in drafting technical specifications may conduct post-evaluation of procured goods, works, and services in terms of sustainability impact and submit findings for future improvements.

4.5.5. Contract administration results are reflected in reports prepared by the AEU and PED for submission to the Academic Council and other governing bodies, and, where appropriate, published on the official website in compliance with confidentiality requirements.

5. Sustainability Criteria for Various Categories of Goods, Works, and Services

5.1. General Provisions

5.1.1. Sustainability criteria are applied by Jalal-Abad State University named after B. Osmonov (hereinafter – the University) to all procured goods, works, and services in order to ensure a balance of environmental, social, economic, and innovative aspects.

5.1.2. The criteria established in this section supplement the mandatory requirements provided for by the current legislation of the Kyrgyz Republic and are taken into

account when developing technical specifications, conducting supplier selection procedures, and administering contracts.

5.1.3. In case of conflict between these criteria and imperative legal norms or urgent requirements (including emergency situations), the provisions of this section shall apply to the extent that they do not contradict the law and do not hinder the assurance of safety and vital operations.

5.2. Environmental Criteria

5.2.1. Reduction of negative environmental impact. Goods, materials, and technologies used shall comply with the principles of rational use of natural resources and environmental safety, including:

- minimizing emissions of pollutants and greenhouse gases;
- reducing energy consumption, water use, and other resources;
- reducing waste generation and ensuring possibilities for recycling or safe disposal.

5.2.2. Energy efficiency. When procuring equipment (laboratory, office, household, etc.) and systems (heating, lighting, air conditioning), priority is given to models with the highest energy efficiency class or certified standards (e.g., Energy Star, Ecolabel, GOST, etc.). Tender documentation shall require suppliers to provide documents confirming energy consumption levels.

5.2.3. Environmental labeling. The University, where possible, considers the presence of eco-certificates issued by accredited bodies (e.g., FSC for wood and paper products, ISO environmental labels, and other national or international eco-labels). The absence of such labeling is not an automatic ground for rejection, but its presence provides additional advantages in evaluating proposals.

5.2.4. Control of toxic and hazardous substances. Goods and materials containing substances that pose increased risks to human health and the environment (heavy metals, highly toxic chemicals, radioactive substances, etc.) shall be procured only when strictly necessary and in compliance with applicable safety regulations.

5.2.5. Use of renewable resources. Where possible, the University considers the procurement of products made from renewable materials (e.g., recycled paper, biodegradable packaging). Preference may be given to suppliers using renewable energy sources in their operations.

5.3. Social Criteria

5.3.1. Compliance with labor rights. Suppliers must comply with labor legislation, including occupational health and safety, statutory social guarantees, and the prohibition of child or forced labor. The Procurement Commission may, where

possible, verify the existence of relevant corporate policies or certifications (e.g., SA8000, etc.).

5.3.2. Principles of equality and non-discrimination. Supplier selection takes into account companies' commitment to gender equality, accessibility for persons with disabilities, and non-discrimination on any grounds (race, nationality, religion, etc.).

5.3.3. Support for local producers and small businesses. In accordance with legislation and principles of free competition, the University may apply additional measures to encourage participation of local suppliers from the southern regions of the Kyrgyz Republic and small and medium-sized enterprises. Tender documentation may provide that, in case of equal prices and quality, preference is given to local suppliers, provided this does not contradict the Law on Public Procurement.

5.3.4. Public benefit considerations. When procuring goods and services directly affecting social development (e.g., food for students, medical services, educational materials), the University, where possible, takes into account the social value of the products (quality, safety, and health benefits).

5.4. Economic Criteria

5.4.1. Optimal price–quality–sustainability ratio. The University aims not only to purchase the cheapest goods and services but also evaluates the total cost of ownership (LCC – Life Cycle Cost), including maintenance, energy consumption, repair, disposal, and potential environmental charges.

5.4.2. Reliability and durability. Priority is given to goods and materials with a long service life, low operating costs, and repairability (in line with product lifecycle extension practices).

5.4.3. Resource efficiency. Procurement criteria include assessment of the efficient use of raw materials, resources, and energy in production. The University also encourages proposals offering integrated solutions for optimizing resource consumption (e.g., staff training, service support, and guaranteed cost reduction).

5.4.4. Financial stability of the supplier. Where conditions are equal, preference is given to suppliers capable of ensuring stable quality and delivery throughout the contract period (availability of production capacity, positive credit history, and good reputation). Discrimination against small businesses without legal grounds is not permitted.

5.5. Innovation Criteria

5.5.1. Adoption of advanced technologies. The University considers procurement involving scientific developments, patents, modern software solutions, or unique methodologies that can enhance educational and research processes.

5.5.2. Adaptability and upgradability. Preference is given to equipment and software that can be easily adapted to changing conditions (updates, functional expansion, compatibility with other University systems).

5.5.3. Prospects for research cooperation. If goods, works, or services can be used in research activities, the possibility of joint research, internships, or masterclasses with the supplier may be considered, contributing to the development of JASU's innovation potential.

5.5.4. Green economy technologies. A separate category includes innovative solutions that reduce environmental impact (e.g., wastewater treatment systems, renewable energy, high-efficiency production). Additional scoring may be provided for the implementation of green technologies in tender documentation.

5.6. Special Requirements for Different Categories of Goods, Works, and Services

5.6.1. ICT procurement. For computer equipment, servers, and office machinery, special attention is given to:

- energy efficiency class and declared service life;
- upgradeability without full replacement;
- availability of spare parts and service centers;
- absence of environmentally hazardous components (e.g., heavy metals in batteries).

5.6.2. Construction works and materials. Technical specifications shall include:

- requirements for environmentally friendly, safe, and certified materials (certified wood, non-toxic paints, insulation materials);
- use of energy-efficient construction technologies and thermal insulation;
- minimization of construction waste, including separate collection and disposal.

5.6.3. Furniture and stationery procurement. Preference is given to:

- furniture made from FSC-certified or recycled materials;
- eco-labeled stationery and recycled paper products, with reduced plastic packaging;
- reusable items (refillable cartridges, markers, etc.).

5.6.4. Transport and transportation services. Consideration is given to:

- CO₂ emissions and compliance with environmental standards (Euro-4, Euro-5 and above);
- availability of hybrid or electric vehicles;
- fuel consumption and maintenance costs;
- availability of local or regional service centers.

5.6.5. Catering and food services (canteens, buffets, conference catering):

- compliance with sanitary and hygiene standards and use of eco-friendly packaging;
- variety of healthy food options and consideration of local culinary traditions;
- reduction of plastic waste (reusable dishes, eco bags).

5.6.6. Scientific, laboratory, and educational equipment:

- compliance with safety standards and availability of manuals in Russian and, where possible, in Kyrgyz;
- energy efficiency features (energy-saving modes, calibration functions, etc.);
- service support and staff training, including safe operation and disposal of laboratory waste.

5.6.7. Consulting and educational services (trainings, seminars, expert support):

- qualifications and experience of service providers, including international certifications in sustainable development;
- compliance of training and consulting methodologies with environmental sustainability, social inclusion, and digitalization principles;
- priority to projects involving knowledge and skills transfer to JASU staff.

6. Monitoring and Reporting

6.1. Key Performance Indicators

6.1.1. Key performance indicators (KPIs) for sustainable procurement are established to quantitatively and qualitatively assess the level of implementation of sustainable development principles in the procurement activities of Jalal-Abad State University named after B. Osmonov (hereinafter – the University).

6.1.2. The indicative list of KPIs may include, but is not limited to, the following:

- the share of procured goods (works, services) that meet established environmental criteria (eco-labeling, energy efficiency class, etc.) in the total procurement volume;
- the amount or percentage of funds allocated to procurement from local suppliers and small and medium-sized enterprises;

- the percentage difference between the initial purchase price and the total cost of ownership (Life Cycle Cost), reflecting the economic efficiency of sustainable procurement;
- reduction in energy consumption, water use, and waste generation (compared to the baseline level);
- greenhouse gas emissions volume (where calculation methodology is available) or other environmental impact indicators;
- the number of pilot projects implemented based on sustainable procurement principles (educational, research, and experimental initiatives).

6.1.3. Specific KPI targets and additional indicators may be established by the Academic Council, Administrative Council, or other authorized collegial bodies of the University, based on current priorities and capabilities of JASU.

6.2. Monitoring Procedures

6.2.1. The Administrative and Economic Department (AED), in cooperation with the Planning and Economic Department (PED) and other relevant units, collects and consolidates information on conducted procurement, including data on:

- types and volumes of procured goods, works, and services;
- contractors (suppliers, service providers) and contract conditions;
- results of compliance checks with established sustainability criteria.

6.2.2. The Procurement Commission carries out systematic monitoring of compliance with sustainability criteria at all stages of the procurement cycle (planning, tender procedures, contract award, and execution), analyzes collected data, and develops proposals for improving procurement policy and practice.

6.2.3. Institutes involved in the development of technical specifications and evaluation of proposals may conduct additional scientific and technical monitoring of procurement effectiveness (e.g., measuring actual energy and resource consumption, conducting user surveys on equipment performance, etc.).

6.2.4. The Internal Audit Unit (if available) performs selective audits of compliance with sustainable procurement principles, assesses corruption risks, monitors the targeted use of funds, and prepares reports with recommendations to improve procurement efficiency.

6.2.5. Monitoring results are documented in reporting forms approved by the University management or the Procurement Commission. These forms reflect KPI achievement levels, identified issues, and improvement proposals.

6.3. Reporting on Sustainable Procurement

6.3.1. An annual report on the implementation and results of the Sustainable Procurement Policy is prepared by the AED in cooperation with the PED and submitted for consideration to the Procurement Commission and University management no later than the first quarter of the year following the reporting period.

6.3.2. The structure of the annual report is recommended to include:

- analysis of achieved KPIs and their dynamics compared to previous periods;
- information on executed contracts, including assessment of goods and services in terms of sustainability criteria;
- economic analysis of the total cost of ownership for major procurement items, resource-saving effects, and (where applicable) reduction of greenhouse gas emissions;
- evaluation of pilot projects and initiatives related to innovative sustainable procurement approaches;
- a list of key challenges and barriers in integrating sustainability criteria into procurement procedures;
- recommendations for further improvement of the procurement system in environmental, social, economic, and innovative aspects.

6.3.3. After approval by the Rector (or another authorized official), the annual report is communicated to:

- members of the Academic Council and Administrative Council of the University;
- relevant structural units (institutes, departments, etc.);
- the public, via publication on the official JASU website (subject to confidentiality and data protection requirements).

6.3.4. Additional reporting formats (quarterly, semi-annual, etc.) may be established by internal University regulations for operational monitoring and coordination of procurement activities in line with sustainability principles.

6.4. Transparency and Public Disclosure

6.4.1. To ensure transparency of procurement processes and adherence to openness principles, the University publishes procurement-related information, including announcements, procurement results, and key contract provisions (unless they contain state or commercial secrets), in the electronic system on the Tenders.kg website.

6.4.2. Monitoring results and key findings of annual sustainable procurement reports are published on the official JASU website in an accessible format, indicating achieved indicators and future plans.

6.4.3. Feedback from stakeholders (staff, students, public organizations, and other partners) regarding environmental, social, economic, and innovation performance of procurement is received in accordance with University-established procedures and may serve as a basis for adjusting procurement plans or technical specifications.

6.4.4. To strengthen trust and promote the University's image as a socially responsible educational institution in the south of the Kyrgyz Republic, information on the most successful sustainable procurement practices may be published in mass media, social networks, scientific conferences, and other public platforms.

7. Educational Aspects and Competency Development

7.1. Staff Training

7.1.1. Improving the qualifications of staff responsible for planning, conducting, and controlling procurement is a priority of Jalal-Abad State University named after B. Osmonov (hereinafter – the University) in order to ensure the effective implementation of sustainable development principles.

7.1.2. The Administrative and Economic Department (AED), together with relevant institutes, develops and implements training programs in the following areas:

- legal framework of public procurement;
- environmental and social criteria in procurement, innovative approaches, and resource efficiency;
- methods for calculating life cycle cost and accounting for product lifecycle;
- use of electronic systems and digital tools to ensure transparency and procurement control.

7.1.3. Periodic training of AED staff, the Planning and Economic Department (PED), and members of the Procurement Commission is planned at least once every two years, with final testing or certification conducted where necessary.

7.1.4. Training involves both internal University experts (faculty members from relevant departments) and external specialists (representatives of public authorities, professional associations, and international organizations) with experience in implementing sustainable procurement practices.

7.2. Integration with Educational Programs of JASU

7.2.1. Institutes responsible for student education integrate into curricula disciplines addressing:

- fundamentals of sustainable procurement and the “green economy”;
- environmental safety and resource efficiency in production and consumption;

- social aspects of sustainable development (labor rights, gender equality, support for local communities);
- supply chain management considering environmental and social requirements.

7.2.2. Methodological materials and case studies related to the University's procurement activities (e.g., examples of tenders incorporating environmental and social criteria) may be used in the educational process, business games, coursework, and student theses.

7.2.3. Practical internships and laboratory research on sustainable procurement are organized within University units (AED, PED, Procurement Commission), including participation of master's students in programs such as "Environmental Management" and related fields.

7.2.4. Cooperation with employers and partners (enterprises, government bodies, and public organizations) within dual education and industrial practice is carried out in accordance with sustainability principles. Students are given the opportunity to study and analyze real cases of "green" technologies and responsible social practices.

7.3. Research Activities in Sustainable Procurement

7.3.1. The Agrarian-Technical Institute (ATI), Institute of Economics and Law (IEL), Pedagogical Institute named after E. Umetov, Institute of Philology (IF), Medical Institute, and other research units of the University may, where possible, include sustainable procurement topics in their research plans and grant projects.

7.3.2. Priority research areas may include:

- development and testing of methodologies for assessing the environmental, social, and economic effectiveness of procured goods (works, services);
- modeling supply chain management systems incorporating sustainable development requirements;
- implementation of digital solutions and smart technologies for real-time life cycle monitoring of products;
- analysis of regional supplier markets and development of recommendations for local sustainable development.

7.3.3. Research results are published in scientific journals and conference proceedings and may serve as a basis for master's and doctoral dissertations, as well as be directly applied in the University's procurement practice (pilot projects, experiments, development of internal technical standards).

7.3.4. International and inter-university cooperation in the field of sustainable procurement (participation in projects of the World Bank, Asian Development Bank,

European Bank for Reconstruction and Development, and “green university” networks) contributes to experience sharing and enhances the competitiveness of JASU’s academic schools.

7.4. Building a Culture of Sustainable Development

7.4.1. University staff and students are considered key carriers of sustainable development principles and practices. To foster an appropriate organizational culture:

- regular awareness-raising events (seminars, conferences, round tables) are held on environmentally and socially responsible procurement;
- student projects, competitions, and hackathons are organized aimed at developing innovative solutions in resource efficiency and green technologies;
- public organizations and local communities are engaged in joint activities (e.g., environmental clean-up campaigns, waste recycling initiatives).

8. Transitional Provisions

8.1. Policy Implementation Stages

8.1.1. Preparatory Stage (0–6 months from the approval of the Policy)

- approval of this Policy by the Rector of Jalal-Abad State University named after B. Osmonov (hereinafter – the University);
- formation or updating of the Procurement Commission composition, taking into account competencies in environmental, social, economic, and innovation aspects;
- development and approval of reporting forms, methodological guidelines, and instructions for administrative and economic units and institutes;
- organization of introductory seminars for staff of the Administrative and Economic Department (AED), Planning and Economic Department (PED), Legal Department, as well as heads of institutes and departments on the goals and objectives of the Policy.

8.1.2. Pilot Stage (6–12 months)

- launch of initial pilot sustainable procurement projects in priority areas (e.g., procurement of energy-efficient office and laboratory equipment, environmentally friendly stationery);
- testing of new environmental, social, economic, and innovation criteria in documentation published on public procurement electronic platforms;
- conducting training sessions for AED specialists and members of the Procurement Commission on integrating sustainability criteria into technical specifications and contracts;

- collection and analysis of initial pilot project results, identification of challenges and best practices.

8.1.3. Expanded Stage (12–24 months)

- systematic integration of sustainability criteria into all procurement procedures of the University, development of updated technical specifications for key categories of goods, works, and services;
- refinement of life cycle cost (LCC) methodologies based on pilot project data, and preparation of recommendations for resource consumption optimization;
- deeper integration of sustainable procurement principles into educational programs and research activities (e.g., Master’s programs in Environmental Management, management and ecology courses, etc.);
- regular preparation and publication of performance reports (annually), and reporting to the Academic Council and the public.

8.1.4. Full Implementation Stage (24+ months)

- achievement of strategic goals in reducing environmental impact, optimizing costs, and strengthening social responsibility in University procurement;
- dissemination of best practices within JASU and among partners (other universities, public and private organizations);
- systematic audit and revision of sustainability criteria in accordance with changes in legislation, scientific and technological developments, and the University’s needs.

8.2. Pilot Projects

8.2.1. Pilot areas are determined by the Procurement Commission in coordination with the Vice-Rector for Administrative and Economic Affairs and heads of relevant institutes. Priority is given to areas where the impact of environmental, social, economic, and innovation criteria is most significant (e.g., energy-intensive facilities, large-scale procurement, educational laboratories).

8.2.2. Methodological support for pilot projects is provided by specialized institutes. Experts:

- develop detailed supplier evaluation criteria;
- conduct scientific and technical monitoring of procurement outcomes;
- prepare proposals for improving procurement documentation and contracts.

8.2.3. Evaluation of pilot project results is based on the key performance indicators (KPIs) established in this Policy (e.g., energy efficiency, life cycle cost, social impact, degree of innovation implementation). Results are analyzed by the Procurement Commission and reported to University management. Successful

practices are disseminated, and standard procurement models and methodologies are approved for scaling across all University units.

8.3. Action Plan for Full Transition to Sustainable Procurement

8.3.1. The detailed action plan is developed by the Procurement Commission jointly with the AED, PED, Legal Department, and relevant institutes. The plan includes:

- specific activities (training sessions, seminars, pilot procurements, research projects, etc.);
- timelines and responsible persons (positions, units);
- financial provisions (estimated budgets, funding sources);
- monitoring checkpoints and milestones for timely identification of issues and corrective actions.

8.3.2. The plan is approved by the Rector of the University in coordination with the Academic Council (or another collegial body) and taking into account recommendations of relevant institutes and external experts, where necessary.

8.3.3. Implementation of the plan is supervised by the Vice-Rector for Administrative and Economic Affairs, who regularly reports on progress at meetings of the Administrative Council and/or the Procurement Commission.

8.3.4. The plan may be revised in case of changes in legislation, emergence of new technological solutions, or significant changes in financial and economic conditions. Amendments are approved by University management and formalized through an official order.

8.4. Updating and Revision of the Policy

8.4.1. This Policy shall be reviewed periodically, at least once every three years, as well as when necessary to respond to changes in Kyrgyz legislation, international standards, or internal needs of JASU.

8.4.2. Initiators of revision may include:

- the Rector of the University;
- the Procurement Commission;
- the Academic Council or Administrative Council;
- heads of relevant institutes and structural units;
- the Internal Audit Unit, based on audit findings and reports.

8.4.3. The revision procedure includes:

- preparation of proposals and comments by responsible units and institutes;

- coordination of amendments with the Legal Department and Procurement Commission;
- submission of the revised Policy to the Academic Council and approval by the Rector.

8.4.4. The final version of the Policy is published on the official University website and communicated to all stakeholders through electronic mailings, internal portals, and information boards.

8.5. Entry into Force

8.5.1. This Sustainable Procurement Policy of Jalal-Abad State University named after B. Osmonov shall enter into force upon its approval by the Rector (or another authorized official) and shall remain valid until a new version is adopted in accordance with the established procedure.

8.5.2. All previously issued University orders and directives on procurement matters that contradict this Policy shall be brought into compliance within six months from the date of entry into force of the Policy.

8.5.3. Structural units and officials of the University, within their competence, are obliged to align local regulatory and organizational documents governing procurement activities with this Policy.