Policy on Ethical Sourcing of Food and Supplies

2024



Shoolini University of Biotechnology and Management Sciences,

Solan, Himachal Pradesh, India-173229

1. Introduction

Shoolini University's Sustainable Ethical Sourcing Policy emphasizes key focus areas such as Sustainability, Quality Product Selection, Seasonality, Provenance, Equal Opportunity, and Ethical Dealings with external supplier agencies. The University collaborates with a diverse network of suppliers to meet its day-to-day procurement requirements responsibly and efficiently. This policy underscores the importance of building mutually beneficial and long-term partnerships to ensure the quality, safety, and reliability of all food and non-food products across the entire supply chain beginning from the assessment of requirements and product selection to the evaluation of suppliers and the timely delivery of goods meeting the desired quality standards.

In alignment with its commitment to responsible consumption and production (SDG 12), the University also promotes sustainable operational practices. It employs a solar cooking system that utilizes renewable solar energy to significantly reduce LPG consumption and carbon emissions.

2. Policy Statement

Shoolini University shall procure all food products, materials, and services ethically and sustainably, in compliance with government regulations, food safety laws, and institutional procurement guidelines.

The university ensures that sourcing practices:

- Comply with applicable Food Safety and Standards Authority of India (FSSAI) norms
- Uphold fairness, transparency, and accountability
- Encourage local sourcing from farmers and micro-enterprises where feasible
- Promote value for money without compromising on safety, quality, or ethical considerations.

3. Aims and Objectives

The Ethical Sourcing Policy of Shoolini University aims to:

- Ensure that all food and supply procurement processes follow ethical and sustainable standards.
- Promote transparency and trust between the university and its suppliers.
- Evaluate suppliers on environmental, social, and governance (ESG) parameters.

- Reduce carbon emissions by minimizing transport distances ("food miles").
- Support local producers and encourage agro-based entrepreneurship in the region.
- Foster green initiatives such as campus-based organic farming and waste-to-compost programs.
- Promote awareness among campus stakeholders on responsible consumption practices.

4. Scope of the Policy

This policy applies to:

- Procurement of food, beverages, and catering services;
- Purchase of stationery, maintenance materials, and general consumables;
- Engagement with vendors, contractors, and service providers supplying goods or food-related items to Shoolini University.

The policy covers all transactions made through university-approved systems and extends to partnerships with suppliers who align with Shoolini sustainability framework.

5. Supplier Expectations

Shoolini University expects all suppliers and contractors to:

- Adhere to ethical business practices, avoiding corruption, child labor, or discrimination.
- Ensure safe and fair working conditions in compliance with Indian labor laws.
- Maintain full traceability of food items, ensuring authenticity and freshness.
- Follow relevant FSSAI Regulations including:
  - Food Products Standards & Additives (2011)
  - Contaminants, Toxins & Residues (2011)
  - Packaging & Labelling (2011)
  - Nutraceuticals & Special Dietary Uses (2016)
  - Organic Foods (2017)
  - Fortification of Foods (2018)
- Supply materials that are environmentally responsible, recyclable, or biodegradable where possible.
- Provide invoices and documentation transparently with each supply transaction.
- Participate in sustainability awareness and supplier engagement programs organized by the university.

Failure to comply with ethical sourcing standards may lead to review, suspension, or removal from the approved supplier list.

6. Relationship with Existing Policies

This policy complements and aligns with:

- Shoolini University Procurement Manual
- Green Campus Policy and Sustainability Charter
- Waste Management and Recycling Policy
- Campus Food Safety and Hygiene Standards

Through this Ethical Sourcing Policy, Shoolini University reaffirms its dedication to creating a responsible, fair, and sustainable food ecosystem. This initiative integrates ethics into procurement, sustainability into operations, and awareness into education empowering every stakeholder to contribute toward a more equitable and environmentally conscious future.

Review

This policy shall be communicated to students, employees, and other relevant stakeholders through the University's internal communication channels, Radio Shoolini TV, and the official institutional website. The policy, its objectives, and associated targets shall be reviewed periodically to ensure their continued relevance, effectiveness, and alignment with applicable regulatory requirements.

REGISTRAR

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

SHOOLINI UNIVERSITY

AND

MAXIMUS HOTEL CATERING SERVICES PVT. LTD.

SHETTY SONS
HOSPITALITY PAR EXCELLENCE

Shoolini University

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

MAXIMUS HOTEL CATERING SERVICES PVT. LTD.

and

SHOOLINI UNIVERSITY

Maximus Hotel Catering Services Pvt. Ltd. and Shoolini University of Biotechnology and Management Sciences Solan (herein referred to as Shoolini University), hereby agree to cooperate and become knowledge partners based on the principle of reciprocity.

This Memorandum of Understanding (MOU) encourages academic partnership e.g., exchange of students and faculty, upgradation of curriculum, joint research and consultancy.

The scope of this MOU is expandable: specific issues and terms will be mutually agreed upon on a case-by-case basis. This MOU shall take effect from the date of the latest signature below and will remain in effect for five years hence. This MOU is subject to revision or modification by mutual agreement. It is also understood that either institution may terminate the MOU at any time, although such action will only take place after mutual consultation in order to avoid any possible inconvenience to the parties.

This MOU is non-binding and has no legal monetary implication to either party.

On behalf of the
Maximus Hotel Catering Services Pvt. Ltd.
A5 Laxman Niwas, 11th Road, Santa Cruz East
Mumbai

(Mr Sathyaprasad Shetty)
Managing Director
Date: 23-06-2023

On behalf of the Shoolini University,
Solan, Himachal Pradesh, India

(Prof Atul Khosla)
Vice Chancellor
Date: 23-06-2023

FSSAI LICENCE (FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA)

OF

MAXIMUS HOTEL CATERING SERVICES PVT. LTD.

Form C
Government of Himachal Pradesh
Department Of Health Safety and Regulations
Food Safety and Standards Authority of India
License under FSS Act, 2006

अनुज्ञप्ति संख्या / License Number: **10922011000110**

1.	Name & Registered Office address of Licensee / अनुज्ञप्तिधारी के पंजीकृत कार्यालय का नाम और पता:	M/S MAXIMUS HOTEL CATERING SERVICES PRIVATE LIMITED SHOOLINI UNIVERSITY P.O. OACHGHAT KUMARHATTI HIGH WAY BAJHOL SOLAN H.P., Solan, Himachal Pradesh-173212
2.	Address of Authorized Premises / प्राधिकृत परिसरो का पता:	SHOOLINI UNIVERSITY P.O. OACHGHAT KUMARHATTI HIGH WAY BAJHOL SOLAN H.P., Solan Town, Solan, Himachal Pradesh-173212
3.	Kind of Business / कारोबार का प्रकार:	Food Services - Caterer
4.	Dairy Business Details / डेयरी कारोबार विवरण हेतु :	No
5.	Category of License / अनुज्ञप्ति का वर्ग:	**State License**

This license is granted under and is subject to the provisions of FSS Act, 2006 all of which must be complied with by the licensee. / यह अनुज्ञप्ति खाद्य संरक्षा और मानक अधिनियम, 2006 के अधीन अनुदत्त की गई और वह अधिनियम के उपबंधो के अध्यादीन है जिनका अनुज्ञप्तिधारी द्वारा अवश्य पालन किया जाना चाहिए.

Place / स्थान: Solan

Designated Officer

Issued On / दिनांक: 21-02-2025 (Renewal License)

Valid Upto: / वैधता: 09-03-2026 (For details, refer Annexure)

Annexures:

1. Product Annexure
2. Validity Annexure
3. Non-Form C Annexure
4. Conditions Of License

Note:

1. **Application for renewal of License can be filed as early as 180 days prior to expiry date of License. You can file application for renewal or modification of License by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**
2. **This License is only to commence or carry on food businesses and not for any other purpose.**
3. **This is computer generated license and doesn't require any signature or stamp by authority.**
4. **Communications from FoSCoS are being sent to luxxxxxxxxxxxxxxxxxcom , luxxxxxxxxxxxxxxxxxcom , luxxxxxxxxxxxxxxxxxcom and 95xxxxx202 , 95xxxxx202 , 95xxxxx202.To update these details, visit FoSCoS portal.**

Form C
Government of Himachal Pradesh
Department Of Health Safety and Regulations
Food Safety and Standards Authority of India
License under FSS Act, 2006

अनुज्ञप्ति संख्या / License Number: **10922011000110**

Kind Of Business: Food Services - Caterer

Sl.No.	Food Product Category
1	16 - Prepared Foods

Validation And Renewal Annexure

Form C
Government of Himachal Pradesh
Department Of Health Safety and Regulations
Food Safety and Standards Authority of India
License under FSS Act, 2006

अनुज्ञप्ति संख्या / License Number: **10922011000110**

Validity From	Validity Upto	Issued On	Fee Paid	Type	Issuing Authority
10-03-2022	09-03-2024	10-03-2022	4000 INR	New	State Licensing Authority
10-03-2024	09-03-2025	04-12-2023	2000 INR	Renewal	State Licensing Authority
10-03-2025	09-03-2026	21-02-2025	2000 INR	Renewal	State Licensing Authority

Suspension History

S.No	History	Date
N/A		

Current Status of License: License Issued

Note:

1. **Application for renewal of License can be filed as early as 180 days prior to expiry date of License. You can file application for renewal or modification of License by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**
2. **FSSAI vide order number 15(31)2020/FoSCoS/RCD/FSSAIpt1-Part(4) dated 11th January 2023 allowed Instant Renewal of License / Registration.**
3. **FSSAI vide order number 15(31)2020/FoSCoS/RCD/FSSAI dated 29th October 2021 has allowed the renewal of Licenses / Registration till 180 days of the expiry date subject to payment of penalty.**
4. **Modification* (if any) denotes the change in the Authority. Issuing Authority mentioned along with Modification* is the Jurisdictional Authority with effect from the date of issuance of modified license.**

Non-Form C Annexure

Government of Himachal Pradesh
Department Of Health Safety and Regulations
Food Safety and Standards Authority of India
License under FSS Act, 2006

अनुज्ञप्ति संख्या / License Number: **10922011000110**

Person in charge of operations

Name:	LAXMAN SINGH	Qualification:	10TH
Contact No:	N/A	Mobile No:	9561524202
Email-ID:	luckhegi154@gmail.com		
Address :	shoolini university oachghat kumarhatti distt. solan hp.		
State:	Himachal Pradesh	District:	Solan
Pin Code:	173212	Photo Id Card:	Aadhar Card
Photo Id No:	246809634480	Photo Id Expiry Date:	N/A
FoSTaC No:	Not Provided		

Person responsible for complying with conditions of license(The person must be same as mentioned in Form IX, as per FSS Regulations, 2011)

Name:	LAXMAN SINGH	Qualification:	10TH
Contact No:	N/A	Mobile No:	9561524202
Email-ID:	luckhegi154@gmail.com		
Address :	shoolini university oachghat kumarhatti distt. solan hp.		
State:	Himachal Pradesh	District:	Solan
Pin Code:	173212	Photo Id Card:	Aadhar Card
Photo Id No:	246809634480	Photo Id Expiry Date:	N/A

Place / स्थान: Solan

Designated Officer

Issued On / दिनांक: 21-02-2025 (Renewal License)

Note: Any change in above details shall be immediately communicated to authorities. You can apply for modification of license for updation of details without any cost through Food Safety Compliance System (https://foscos.fssai.gov.in**)**

Form C

Government of Himachal Pradesh

Department Of Health Safety and Regulations
Food Safety and Standards Authority of India
License under FSS Act, 2006

अनुज्ञप्ति संख्या / License Number: **10923011000153**

1.	Name & Registered Office address of Licensee / अनुज्ञप्तिधारी के पंजीकृत कार्यालय का नाम और पता:	M/S NAKUS CAFE SHOOLINI UNIVERSITY, VILLAGE BAJHOL P.O. OACHGHAT TEH. AND DISTT. SOLAN H.P., Solan, Himachal Pradesh-173229
2.	Address of Authorized Premises / प्राधिकृत परिसरो का पता:	SHOOLINI UNIVERSITY, VILLAGE BAJHOL P.O. OACHGHAT TEH. AND DISTT. SOLAN H.P., Solan Town, Solan, Himachal Pradesh-173229
3.	Kind of Business / कारोबार का प्रकार:	Food Services - Food Vending Establishment
4.	Dairy Business Details / डेयरी कारोबार विवरण हेतु :	No
5.	Category of License / अनुज्ञप्ति का वर्ग:	**State License**

This license is granted under and is subject to the provisions of FSS Act, 2006 all of which must be complied with by the licensee. / यह अनुज्ञप्ति खाद्य संरक्षा और मानक अधिनियम, 2006 के अधीन अनुदत्त की गई और वह अधिनियम के उपबंधो के अध्यादीन है जिनका अनुज्ञप्तिधारी द्वारा अवश्य पालन किया जाना चाहिए.

Designated Officer

Place / स्थान: Solan
Issued On / दिनांक: 20-07-2026 (Renewal License)
Valid Upto: / वैधता: 29-07-2029 (For details, refer Annexure)

Annexures:
1. Product Annexure
2. Validity Annexure
3. Non-Form C Annexure
4. Conditions Of License

To download 'Food Safety Connect' App, Scan the below QR

Android iOS

Note:

1. **Application for renewal of License can be filed as early as 180 days prior to expiry date of License. You can file application for renewal or modification of License by login into FSSAI's Food Safety Compliance System (https:// foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**
2. **This License is only to commence or carry on food businesses and not for any other purpose.**
3. **This is computer generated license and doesn't require any signature or stamp by authority.**
4. **Communications from FoSCoS are being sent to haxxxxxxxxxxxxxxxxxxxxxcom , raxxxxxxxxxxxxxxxxxcom , HAxxxxxxxxxxxxxxxxxxxxxCOM and 98xxxxx825 , 98xxxxx825 , 98xxxxx825.To update these details, visit FoSCoS portal.**

Registration Certificate
Government of Himachal Pradesh
Department Of Health Safety and Regulations
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

पंजीकरण संख्या / Registration Number: **20921011000124**

License



1. Name and permanent address of Food Business Operator (FBO) / खाद्य व्यापार ऑपरेटर का नाम और स्थायी पता: SARITA BHARDWAJ M/S PINE AND DINE CAMPASS IN SHOOLINI UNIVERSITY SOLAN H.P. , Solan (MCl) , Solan Town, Solan, Himachal Pradesh-173212
2. Address of location where food business is to be conducted / premises / स्थान का पता जहां खाद्य व्यापार / परिसर है: CAMPASS IN SHOOLINI UNIVERSITY SOLAN H.P., Solan (MCl), Solan Town, Solan, Himachal Pradesh-173212
3. Kind of Business / कारोबार का प्रकार: Food Vending Establishment
4. Photo Identity Card / फोटो पहचान पत्र(विवरण) : N/A

This Registration certificate is issued under and is subject to the provisions of FSS Act, 2006 all of which must be complied with by the petty food business. / यह पंजीकरण खाद्य संरक्षा और मानक अधिनियम, 2006 के अधीन अनुदत्त की गई और वह अधिनियम के उपबंधो के अध्यादीन है जिनका अनुज्ञप्तिधारी द्वारा अवश्य पालन किया जाना चाहिए.

Place / स्थान: Solan
Issued On / दिनांक: 31-01-2021 (New Registration)
Valid Upto: / वैधता: 30-01-2026 (For details, refer Annexure)

Registering Authority
पंजीयन प्राधिकारी

Annexures:
1. Product Annexure
2. Validity Annexure
3. Registration Id Card

Note:

1. **Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**
2. **This Registration Certificate is only to commence or carry on food businesses and not for any other purpose.**
3. **This is computer generated Registration Certificate and doesn't require any signature or stamp by authority.**
4. **This Registration Certificate is allowed to conduct food businesses activities having annual turnover upto Rs. 12 Lacs only.**

Validation And Renewal Annexure

Registration Certificate

Government of Himachal Pradesh

Department Of Health Safety and Regulations

Food Safety and Standards Authority of India

Registration Certificate under FSS Act, 2006

पंजीकरण संख्या / Registration Number: **20921011000124**

Validity From	Validity Upto	Issued On	Fee Paid	Type
31-01-2021	30-01-2026	31-01-2021	500 INR	New

Note:

1. **Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**

Product Annexure

Registration Certificate
Government of Himachal Pradesh
Department Of Health Safety and Regulations
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

पंजीकरण संख्या / Registration Number: **20921011000124**

Detail(s) of Food Item

[**Note:**Only standardised food products are allowed to be manufactured as per the list available on FoSCoS.]

Sl. No	Food Item(s)
1	16 - Prepared Foods
2	15 - Ready-to-eat savouries

MEDICAL CERTIFICATE BY THE GOVT. MEDICAL ATTENDENT FOR THE GRANT OF FOOD LICENCE UNDER FOOD SAFETY AND STANDARDS ACT, 2006.

I, Dr Tarun Shastri Medical Officer of R.H / PHC / CH / Solan herby examined Sh./ Smt Sarita Bhardwaj S/O. D/O Sh Kripa Ram R/O Vill. Kathon P.O Shanti. Teh Solan Distt Solan H.P., who applied for the grant of food licence under Food Safety and Standards Act, 2006 and declare him/her fit after carefully examination and also declare that he/she is not suffering from any infectious disease.

Bhardwaj
Signature of Applicant

Medical Officer
Regional Hospital, Solan (H.P.)
Medical Officer

Photograph



Medical Officer
Regional Hospital, Solan (H.P.)

Dated:- 24/04/23