AASTMT Sustainable Seafood Procurement Policy

Description

The AASTMT Sustainable Seafood Procurement Policy establishes a framework for responsible, legal, and traceable seafood sourcing across the Academy. It supports the protection of marine biodiversity, responsible consumption, and the prevention of seafood procurement from illegal, unreported, and unregulated (IUU) fisheries.

The policy applies to seafood purchased, prepared, or served through AASTMT food-service operations and contracted catering services. It sets requirements for supplier qualification, species and origin information, legal size limits, protection of threatened and prohibited species, documentation, verification, and corrective action.

This policy contributes to AASTMT's environmental sustainability commitments, particularly SDG 14 (Life Below Water) and SDG 12 (Responsible Consumption and Production).

Vision

To promote responsible seafood procurement throughout AASTMT and support the long-term conservation of marine resources through lawful, transparent, and traceable sourcing.

Mission

AASTMT is committed to ensuring that seafood served at its campuses is procured from qualified suppliers in accordance with applicable laws and responsible sourcing requirements.

Introduction

Seafood procurement can influence fisheries sustainability, marine biodiversity, and the livelihoods of fishing communities. Institutions that purchase seafood have a responsibility to ensure that their procurement practices do not support illegal fishing, the trade of threatened or protected species, or the use of seafood that fails to meet applicable legal requirements.

This policy provides a consistent institutional framework for seafood procurement across all eight AASTMT campuses, including food outlets, restaurants, cafeterias, catering services, and external contractors serving the Academy. It establishes clear requirements for documentation and verification so that claims about legality and responsible sourcing are supported by evidence.

Policy Statement

The Arab Academy for Science, Technology, and Maritime Transport (AASTMT) is committed to responsible seafood procurement as part of its environmental sustainability framework. AASTMT requires seafood suppliers and food-service operators to comply with applicable legal requirements, provide traceability information, and avoid seafood associated with IUU fishing or threatened, protected, or prohibited species.

Chilling or freezing may be used for food safety and quality; however, preservation by freezing or chilling does not, by itself, demonstrate that seafood was harvested sustainably or legally.

Policy Objectives

- **Ensure legal compliance:** Require seafood to comply with applicable Egyptian laws, regulations, and fisheries rules, including legal minimum landing or size limits where applicable.
- **Avoid threatened and prohibited species:** Prevent the purchase or serving of threatened, protected, or otherwise prohibited species, based on applicable national rules and recognized conservation listings relevant to the sourcing area.
- **Prevent IUU sourcing:** Exclude seafood known or reasonably suspected to originate from illegal, unreported, or unregulated fishing
- **Improve traceability:** Require supplier declarations and relevant documents to identify seafood species, origin, source, and batch or lot
- **Strengthen accountability:** Maintain records, conduct periodic checks, and document corrective action when requirements are not met

Policy Commitments

- **Scope across AASTMT:** Apply this policy to all eight campuses and to AASTMT-operated or contracted restaurants, cafeterias, food outlets, catering services, and external catering contractors
- **Licensed suppliers:** Purchase seafood only from legally licensed suppliers and request valid supplier licenses and relevant sourcing documentation
- **Certification and evidence:** Where relevant and available, request valid certification or other credible evidence of responsible sourcing; certification does not replace legal compliance

- **Supplier declarations:** Obtain a written declaration for seafood deliveries, including the common and scientific species name, country and area of origin, capture or production method, supplier identity and license details, relevant certificates, and batch or lot identification, as applicable
- **Records and transparency:** Retain supplier declarations, invoices, licenses, certificates, and traceability records for review

Procedures and Forms:

Procedures

The following procedures guide implementation, monitoring, and continuous improvement of the Sustainable Seafood Procurement Policy.

1. Supplier Approval and Procurement

- **Supplier qualification:** Confirm that seafood suppliers hold applicable licenses and can provide species, origin, and traceability information
- **Purchase documentation:** Include the policy requirements in procurement specifications and relevant catering or supplier agreements
- **Delivery checks:** Check delivery documentation and seafood identification against the supplier declaration before acceptance

2. Species and Legal Compliance

- **Legal minimum sizes:** Check compliance with applicable legal minimum landing or size limits for the relevant species and fishery
- **Species restrictions:** Do not purchase or serve threatened, protected, or prohibited species
- **IUU exclusion:** Reject seafood known or reasonably suspected to originate from IUU fishing

3. Traceability and Recordkeeping

- **Supplier declaration:** Collect and retain the required declaration for each delivery or batch, as applicable
- **Traceability:** Maintain records that allow seafood to be linked to the supplier and available source or batch information
- **Record access:** Make relevant records available to designated AASTMT personnel during compliance checks

4. Verification and Corrective Action

- **Periodic checks:** Conduct documented checks at least annually and whenever a concern or suspected non-compliance arises
- **Non-compliant deliveries:** Reject or remove non-compliant seafood from service and record the reason
- **Corrective action:** Notify the designated AASTMT responsible unit, request supplier corrective action, and consider suspension or termination for repeated or serious violations, subject to applicable contracts and procedures

5. Preservation and Food Safety

Chilling, freezing, or other preservation methods may be used for food safety and quality purposes. These methods must not be used as evidence of sustainable or legal harvesting. Responsible sourcing must be demonstrated through supplier qualification, legal compliance, declarations, and traceability records.

Forms:

1. Seafood Supplier Declaration Form.
2. Seafood Delivery and Traceability Checklist.
3. Supplier Compliance Review and Corrective Action Form.

Roles and Responsibilities:

- **Food-service operators and catering contractors:** Implement this policy, purchase from qualified suppliers, obtain and retain required documents, and report suspected non-compliance
- **Designated AASTMT responsible unit:** Communicate the policy, coordinate oversight, review records, and organize periodic compliance checks
- **SDGs Workforce Committee:** Review and approve the policy, monitor implementation, and determine the review cycle
- **Dean of Scientific Research and Innovation:** Sign the policy following formal approval in accordance with AASTMT governance procedures

Performance indicators:

- Percentage of seafood suppliers with valid licenses and required declarations on file.
- Number and percentage of seafood deliveries checked for documentation and traceability.
- Number of documented non-compliance cases and corrective actions completed.
- Number of food-service operators and contractors covered by the policy across AASTMT campuses.

Implementation and Governance

- The policy applies across all eight AASTMT campuses and relevant food-service operations and contractors.
- The designated AASTMT responsible unit will communicate the requirements and coordinate implementation.
- The SDGs Workforce Committee will oversee policy review and implementation follow-up.
- Compliance records and periodic review findings should be used for institutional sustainability reporting.

Expected Outcomes

- Improved legality and traceability of seafood procurement.
- Reduced risk of purchasing seafood from IUU fisheries or prohibited sources.
- Greater protection of threatened and protected marine species through procurement controls.
- More consistent documentation and accountability among food-service operators and suppliers.

Action Plans

To implement this policy, AASTMT will:

- **Communicate requirements:** Distribute the policy to relevant campuses, food-service operators, and catering contractors
- **Update procurement arrangements:** Incorporate supplier declarations and traceability requirements into relevant specifications and contracts
- **Maintain supplier records:** Establish a record system for licenses, declarations, certificates, and delivery documentation

- **Train responsible personnel:** Provide brief guidance on species identification, legal size requirements, IUU risks, and documentation
- **Review performance:** Use the policy indicators to assess implementation and identify areas requiring corrective action

Monitoring and Evaluation

- **Progress tracking:** Review the indicators and compliance records periodically
- **Stakeholder involvement:** Engage food-service operators, contractors, suppliers, and relevant AASTMT units in implementation
- **Transparent reporting:** Report documented implementation activities and results without making unsupported sustainability claims
- **Policy updates:** Review the policy according to the approval schedule or sooner if legislation, sourcing risks, or institutional procedures change

Review program

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Policy Owner	• Dean of Scientific Research for Maritime Affairs • Head of Education Departments, College of Fisheries & Aquaculture Technology. • The Sea Training Institute
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Approval Signature 	Dean of Scientific Research and Innovation