



**SURAT EDARAN
NOMOR 22 TAHUN 2024**

**TENTANG
ETIKA PENYEDIAAN KONSUMSI DI UNIVERSITAS DIPONEGORO**

Yth. Pimpinan Organ/Unit Kerja
Universitas Diponegoro
Semarang

Penyediaan sumber makanan yang etis merupakan wujud konsumsi dan pengadaan rantai pasokan yang berkelanjutan dan bertanggung jawab. Berlandaskan Peraturan Pemerintah Republik Indonesia Nomor 28 Tahun 2004 tentang Keamanan, Mutu, dan Gizi Pangan, Peraturan Badan Pengawas Obat dan Makanan Nomor 21 Tahun 2021 tentang Penerapan Sistem jaminan Keamanan dan Mutu Pangan Olahan di Sarana Peredaran, dan Keputusan Kepala Badan Penyelenggara Jaminan Produk Halal Nomor 20 Tahun 2023 tentang Perubahan Atas Keputusan Kepala Badan Penyelenggara Jaminan Produk Halal Nomor 57 Tahun 2021 Tentang Kriteria Sistem Jaminan Produk Halal, maka diperlukan peraturan terkait penyediaan konsumsi di lingkungan kampus Universitas Diponegoro. Dalam rangka memastikan bahwa barang yang dibeli dan dikonsumsi diperoleh secara berkelanjutan dan bertanggung jawab, dan meningkatkan layanan dan ketertiban penyediaan konsumsi kegiatan rapat dan kegiatan lain di Undip, perlu diatur sebagai berikut:

1. penyediaan konsumsi di Undip dikelola oleh Subbagian Rumah Tangga (tingkat Universitas) dan Subbagian Umum dan Pengelolaan Aset (tingkat Fakultas/Sekolah).
2. konsumsi yang disajikan untuk kegiatan di Undip diutamakan makanan produk lokal/dalam negeri dengan kualitas baik dan bergizi. Khusus untuk snack rapat diutamakan dalam bentuk buah-buahan atau makanan tradisional.
3. makan siang hanya diberikan untuk rapat yang dilaksanakan pada pukul 12.00 WIB.
4. penyedia konsumsi harus menjamin kebersihan, keamanan pangan, dan konsumsi yang disajikan harus halal dan baik untuk kesehatan.
5. penyedia konsumsi harus memiliki izin yang dikeluarkan lembaga resmi, antara lain:
 - a. memiliki SIUP/TDUP dari Pemerintah Kota Semarang.
 - b. Sertifikasi Produk Pangan Industri Rumah Tangga (SPP-IRT) dari Badan Pengawas Obat dan Makanan (BPOM);
6. Mendorong penerapan praktik pengadaan bahan pangan yang etis dan bertanggung jawab di seluruh kampus, untuk memastikan makanan

berkualitas tinggi disajikan secara konsisten, serta menjamin pembuangan bahan pangan yang rusak atau terkontaminasi dengan benar.

7. hal-hal terkait pelaksanaan Etika Penyediaan Konsumsi ini dapat mengacu pada dokumen "*Policy on Ethical Sourcing of Food and Supplies*" terlampir.

Demikian surat edaran ini untuk dapat dilaksanakan sebaik-baiknya.

Semarang, 31 Desember 2024

Rektor,



Prof. Dr. Suharnomo, S.E., M.Si.

NIP197007221998021002



Policy on ethical sourcing of food and supplies

Diponegoro University's Policy on ethical sourcing of food and supplies is in line with United Nation's Sustainable Development Goal no. 12 "responsible consumption and production"



Introduction

Ethical sourcing plays a vital role in building a sustainable and responsible supply chain. Every organization holds the responsibility to ensure that the goods it procures and consumes are obtained in a sustainable and responsible manner, where producers and workers operate in safe and fair conditions.

A key element of ethical sourcing is the traceability of food items. Therefore, specific guidelines and considerations must be followed when procuring food to align with ethical standards. **Diponegoro University** is dedicated to upholding these practices by implementing a policy on ethical sourcing, ensuring that high-quality food and supplies are responsibly procured and served on its campus.

II. Policy Goals



To encourage and implement ethical sourcing practices across the campus



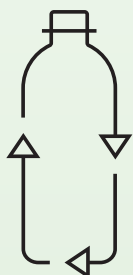
To ensure that high-quality food is consistently served in all university canteens and cafeterias



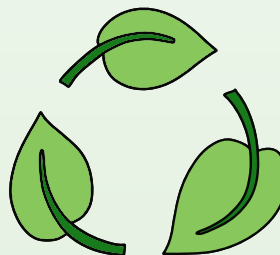
To guarantee the proper disposal of spoiled or contaminated food items



To prohibit the use of food products supplied by factories or sources that exploit child labour, use unfair labour practices, or maintain unsafe working conditions.



To adopt modern technologies that enhance food traceability.



To support sustainable development through responsible and ethical sourcing

III. Applicability

This policy applies to all departments and programs of Diponegoro University, encompassing students, faculty, staff, and visitors. All stakeholders are encouraged to actively contribute towards achieving the objectives of this policy.

IV. Measures to be taken by UNDIP



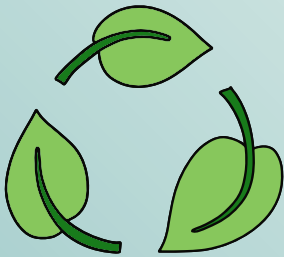
Food traceability

Proper food traceability shall be maintained for every food supplied in the campus



Technologies use and documentation

The Diponegoro University shall adopt technologies that enhance the traceability of food items from their source or factory to the point of consumption. Technologies that facilitate the identification of nutritional value and overall food quality will also be employed. As part of the traceability process, proper documentation shall be maintained to connect the stages of production, processing, distribution, and consumption.



Quality monitoring

The university shall use food testing labs for periodic quality monitoring of the served food in the campus



Comply to regulations

The University shall source food exclusively from suppliers who fully comply with all applicable local laws and regulations related to labour, health, safety, and environmental standards.

V. Review

This policy will be shared with students and employees through internal communication channels and circulation letters, and made accessible to all stakeholders via the Diponegoro University's official website.

The policy, along with its objectives and targets, will be periodically reviewed by the legal office, which serves as the coordinating body to ensure regular updates and effective implementation across various university agencies.

Semarang, 16th May 2024

last reviewed: 6th March 2025