

Ethical Food and Supply Rules

Service procurement is made through tender procedure for the production and distribution of meals served to students, staff and guests in the cafeterias in our university. The contractor company is notified of the standards of the service to be provided by the Technical Specification. In addition, the Administrative Specification sets out the competencies that the contractor should have.

1. Technical Specification:

Article 4 of the Technical Specification includes the conditions related to "materials to be used in the meal". It is stated that the ingredients used here must comply with the Turkish Food Codex, Food Ingredients Regulation, relevant regulations/norms and any of the standards of the Turkish Standards Institute (TSE, TSEK).

Article 4.6 states that if the University deems it necessary, the contractor may inspect the places where materials will be purchased by the contractor.

Article 7.11 states that waste oils generated during the cooking of meals should be collected and controlled within the framework of the relevant legislation and should be sent to licensed recycling facilities by contracting with licensed collectors.

In Article 8, under the heading of Personnel Services, it is emphasized that employees should be insured and have health checks, that there should be sufficient number of specialized personnel in defined business lines, that service personnel should be provided with shuttle service and that they should be paid in case of overtime work.

Article 9.1 reads as follows: "Before signing the contract, the contractor is obliged to deliver to the administration the insurance policy taken out against personal and workplace accidents within the additional risks such as employer's liability, fire, etc. at least as much as the tender price for accidents. The Contractor is obliged to take the necessary safety precautions on time without any warning and notice and to teach its personnel the methods and remedies for protection against accidents. In this respect, the contractor is obliged to take out insurance against accidents that may arise due to negligence, carelessness and imprudence in the performance of the contract and the use of unqualified workers or any other reason."

Article 11.3 states that "The contractor must take measures in accordance with the laws, regulations, by-laws, etc. currently in force or to be issued during the tender period on catering and food issues."

2. Administrative Specification:

The contractor is obliged to provide the following documents specified in Article 7.5.3 of the Administrative Specification.

-TS 13075 Workplaces - Foodstuff Transportation Services - General Rules Certificate,

-TS 6914 Workplaces - Certificate of Conformity to the General Rules Standard for Places that Manufacture, Prepare, Store and Sell Foodstuffs,

-TS 8985 Rules for Workplaces - Food Factories and Catering Kitchens Service Qualification Certificate,

-ISO 9001:2015 Quality Management System Certificate,

-TS ISO 45001:2018 Occupational Health and Safety Management System Certificate,

-TS 13027 General Rules for Hygiene and Sanitation in Food Production and Sales Places,

-TS EN ISO 22000:2018 Food Safety Management Systems - Requirements for Organizations in the Food Chain Certificate,

-TS ISO 10002 Quality Management - Customer Satisfaction - Guidelines for the Handling of Complaints in Organizations Document,

-TS EN ISO 14001:2015 Environmental Management Systems - Requirements and User Manual Certificate,

-TS 13811 Hygiene and Sanitation Management System Certificate,

The above documents must be TSE and must also be submitted in the tender file. (In case of a Business Partnership, all partners must submit this document.)

-Halal Certificate of Conformity and Covid-19 Safe Production Certificate and must be submitted in the tender file. (In case of a Business Partnership, all partners must submit this document.)