

KARADENİZ TECHNICAL UNIVERSITY - POLICY TO REDUCE DISPOSABLE PRODUCTS -

PURPOSE OF THE POLICY

This policy has been prepared to reduce the use of single-use products (plastic, paper, cardboard and other one-time packaging, etc.) at the source throughout Karadeniz Technical University (KTU). The policy includes the adoption of renewable and reusable alternatives; dissemination of purchasing, service and waste management practices in accordance with circular economy principles; It contributes to the creation of a sustainable campus culture by raising awareness of stakeholders and increasing social awareness.

RELEVANCE OF THE POLICY

Relevant Sustainable Development Goal (SDG) Criteria: This policy is primarily related to the following objectives from the United Nations Sustainable Development Goals:

- SDG 11 (Sustainable Cities and Communities)
- SDG 12 (Responsible Production and Consumption)
- SDG 13 (Climate Action)

Relevant Metrics:

- THE Impact Rankings
- UI GreenMetric

SCOPE OF POLICY

This policy covers the reduction of the consumption of disposable products in all academic and administrative units of KTU, dining halls and canteens, library and sports facilities, activities of student clubs, purchasing and procurement processes, on-campus transportation and logistics activities.

- **Target Audience:** Students, academic and administrative staff, visitors, on-campus operators are among the target audience of this policy.
- **Application Areas:** KTU campuses; The principles of this policy are applied in dining halls, canteens, cafeterias, offices, classrooms, laboratories, workshops, dormitories, sports facilities, libraries, social facilities and outdoor activities.

BASIC PRINCIPLES AND LEGAL BASES

KTU is committed to the following basic principles regarding the reduction of single-use products on campuses:

- **Resource Reduction and Prevention:** Consumption of disposable materials is kept to a minimum from the purchase stage; unnecessary use is prevented.
- **Reuse and Refilling:** It is ensured that reusable products (flask, mug, metal cutlery, fabric cloth, etc.) are preferred; refillable systems are used.
- **Separate Collection and Recycling:** Recyclable products are collected separately; they are included in the recycling chain, and hazardous wastes are delivered to licensed companies.
- **Sustainable Purchasing:** Priority is given to recyclable, biodegradable and reusable products in technical specifications; substances are added to reduce single-use products.
- **Education, Awareness and Participation:** Periodic information, training and awareness campaigns are carried out for all stakeholders, and awareness of single-use product reduction is raised.
- **Continuous Improvement and Monitoring:** The policy is regularly reviewed; performance indicators are evaluated and new targets and measures are determined.
- **Legal Bases:** Environmental Law No. 2872; Zero Waste Regulation and other relevant regulations; It is based on the relevant legislation, especially the KTU Zero Waste Directive.



RESPONSIBILITIES AND ROLES

Implementing Units:

- **Environmental Problems Application and Research Center:** It carries out activities to reduce single-use products, prepares reports on alternative materials and methods, and organizes awareness trainings. It also organizes joint activities with student communities and stakeholders to spread the culture of sustainability throughout the campus. It produces solutions to reduce the demand for disposable products at these events.
- **Zero Waste Coordinatorship:** Supports the process of monitoring the use of single-use products throughout the campus. It collects data on disposable products from the wastes generated, records them and transmits them to the relevant units. It provides support for the coordination of recycling efforts.
- **Department of Administrative and Financial Affairs (İMİDB):** Ensures that reusable products that comply with circular economy principles are preferred in purchasing processes. It makes arrangements to reduce the use of disposable products in cleaning, office and service purchases within the university and supports the implementation of alternatives.
- **Department of Health, Culture and Sports (SKS):** Encourages waste management, organic waste separation and the use of reusable service equipment in cafeterias and canteens. It manages the waste process in outdoor activities and organizes awareness-raising activities.
- **Construction and Technical Department (YITDA):** The YITDA plans and implements infrastructure arrangements to support the reduction of single-use products throughout the campus. By establishing infrastructure such as water dispensers, refillable bottle stations and fountains, and recycling points, it carries out transformations to encourage sustainable usage habits. Additionally, it contributes to the implementation of the policy by implementing environmentally friendly designs and technical solutions in buildings and common areas.

Monitoring Units and Responsibles:

- **Rectorate and Senate:** Gives official approval of the policy and conducts necessary audits. It ensures that the objectives of the policy are achieved in accordance with institutional priorities.
- **Research Coordinatorship:** Monitors the implementation process of the policy, collects and reports data on performance indicators. The Sustainability Unit provides the necessary data for sustainability indices such as UI GreenMetric and THE Impact Rankings to present the necessary data. It also analyzes the results of the activities carried out within the scope of the policy and develops improvement suggestions.
- **Strategy Development Department (SGDB):** Ensures the evaluation of implementation results and the alignment of policy objectives with the strategic plan.

APPLICATION STEPS

1. **Initial Inventory and Goal Setting:** For each unit, purchasing data is used to determine the annual consumption amounts of single-use products (plastic, paper, cardboard, packaging, cups, straws, etc.) used throughout the university. Reduction targets are determined in line with this inventory.
2. **Planning and Design: Renewable** and reusable alternatives that can be used instead of disposable products are identified. A transformation plan is prepared to be implemented in areas such as canteens, cafeterias, offices, student activities. Coordination between relevant units is ensured.
3. **Implementation and Transformation:** The use of reusable and environmentally friendly alternatives to single-use products is encouraged throughout the campus; water dispensers, fountains and/or refillable bottle stations are installed in dining halls, canteens, offices and event spaces. Restrictions are imposed on the use of disposable products at university events, and sustainable



products are preferred in purchasing processes. These practices are implemented with the coordination of relevant units and environmentally friendly habits are spread in the university community.

- 4. Training and Awareness Programs:** Seminars, workshops, and information campaigns are organized for students, academics, and administrative staff about the harms of disposable products and alternative solutions. Awareness is raised with visual materials and digital content.
- 5. Monitoring, Reporting, and Improvement:** Performance indicators determined during the implementation process are monitored at regular intervals. At the end of each year, the performance of policy implementation is evaluated by the relevant units and the results are reported. The process is improved by making the necessary corrections in policy implementations in the issues where the goals cannot be achieved. Progress and experiences are shared with all internal and external stakeholders.

PERFORMANCE INDICATORS

Indicator	Goal	Source of Verification
Purchase of disposable products (pieces or kg/year)	50% reduction by 2030	Environmental Problems UYGAR Reports Zero Waste Coordinatorship Reports Purchase Records (IMDB)
Use of disposable service equipment in cafeterias/canteens	Complete abolition by 2030	YİTDB Inventory Records Purchase Records (IMDB)
Water dispenser and refillable container usage rate	40% increase in the number of water dispensers by 2030 and the installation of at least 5 fountain/refillable bottle stations	YİTDB Inventory Records Purchase Records (IMDB)
Amount of hazardous/chemical/medical waste directed to licensed disposal	Ensuring 60% licensed disposal from 2027	Laboratory and Medical Unit Records
Number of training and awareness events	At least 4 events per year (seminars/workshops)	Corporate Communications Coordinatorship, SKS and PDB Reports

AUDIT AND REPORTING

- Monitoring Frequency:** Performance indicators are evaluated annually; the indicator related to the consumption of disposable products is regularly monitored by the relevant responsible units every year. The changes in the values in the indicators during the year are determined and necessary measures are taken in a timely manner.
- Reporting Frequency:** Annual data is recorded in KTU Sustainability Reports within six months following the end of the relevant year and shared with the public on the university's website. Four-year data is compiled to form an input for the next strategic planning period. In addition, the relevant data obtained each year is reported to UI GreenMetric and other international sustainability indices.
- External Verification:** Participation in national and international certification programs is provided to certify the performance of the university within the framework of the relevant indicators. The participation program and decision are taken by the senate. The implementation and effects of the policy are verified through audits carried out by independent organizations.

- **Revision Conditions:** In case 60% of the targeted values of the determined performance indicators cannot be reached for two consecutive years or in case of changes in national/international legislation; the policy is reviewed by the implementing units, revision proposals are prepared, and the policy is submitted to the senate for approval again.

EFFECTIVE DATE

This policy comes into effect from the date it is approved by the KTU Senate. University units are obliged to comply with and implement the provisions of the policy.