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UI GREENMETRIC GUIDELINE

INSTITUTING UI GREENMETRIC: THE WAY FORWARD

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1. What is UI GreenMetric World University Rankings?

Universitas Indonesia (UI) initiated world university rankings in 2010, later known as UI GreenMetric World University Rankings, to measure campus sustainability efforts. It was intended to create an online survey to portray sustainability policies and programs for universities around the world.

We based the rankings broadly on the conceptual framework of Environment, Economy, and Equity. The ranking indicators and categories are intended to be relevant to all. We have designed the indicators and weightings to be as free of bias as possible. The work of collecting and submitting data is relatively straightforward and requires reasonable staff time. Ninety-five universities from 35 countries participated in the 2010 version of UI GreenMetric: 18 from America, 35 from Europe, 40 from Asia, and 2 from Australia. In 2023, 1183 universities from 84 countries around the world participated. This shows that UI GreenMetric has been recognized as the first world university ranking on sustainability.

Our theme this year is “Instituting UI GreenMetric: The Way Forward”. We would like to focus on universities’ efforts to continue their sustainability programs and policies to become sustainable universities based on UI GreenMetric and SDGs.

2. What are the objectives?

Our ranking aims to:

- Contribute to academic discourses on sustainability in education and the greening of campus;
- Promote university-led social change about sustainability goals;
- Be a tool for self-assessment on campus sustainability for higher education institutions (HEIs) around the globe;
- Inform governments, international and local environmental agencies, and society about sustainability programs on campus.

3. Who can participate?

All universities in the world with a strong commitment to sustainability issues can participate in the annual UI GreenMetric World University Rankings.

4. What are the benefits?

Universities that participate in UI GreenMetric rankings by submitting their data can expect to enjoy several benefits such as internationalization and recognition, increasing awareness of sustainability issues, social change and action, and networking. Registration is free of charge.

a. Internationalization and recognition

Participation in UI GreenMetric can help the university’s efforts in internationalization and recognition by getting its sustainability efforts on the global map. Participation in UI GreenMetric can result in an increase of hits to your university website, more mentions of the institution relative to the issues of sustainability on web pages, more correspondence with institutions interested to collaborate with your university, and recognition from your alumni and public as a university with strong concern with sustainability.

b. Increasing awareness of sustainability issues

Participation can help to increase awareness in the university and beyond about the importance of sustainability issues. The world faces unprecedented global challenges such as population trends, global warming, overexploitation of natural resources, oil-dependent energy, water, and food shortages, and other sustainability issues. We realize that higher education has a crucial role to play in addressing these challenges. UI GreenMetric leverages the crucial role that HEIs can play in raising awareness by doing an assessment and comparing efforts in education for sustainable development, sustainability research, campus greening, and social outreach.

c. Social change and action

UI GreenMetric is more than raising awareness; it is about encouraging concrete change. It is crucial that understanding move forward to action to address emerging global challenges. Only by working together can we tackle global challenges on sustainability.

d. Networking

All participants of UI GreenMetric are automatically members of UI GreenMetric World University Rankings Network (UIGWURN) which was established in 2017. In this network, participants can share their best practices in sustainability programs as well as networking with other participants worldwide by attending the annual UI GreenMetric International Workshop and regional/national workshops hosted by approved host universities. Participants can also arrange technical workshops on UI GreenMetric at their respective universities.

As a platform to turn sustainability issues into action, the network is managed by UI GreenMetric as the secretariat. Programs and directions are proposed and decided by the steering committee comprising the UI GreenMetric secretariat, regional, and national coordinators as in the table below:

Table 1 National coordinators of UI GreenMetric World University Rankings Network

No.	National Coordinator
1	El Bosque University – Colombia
2	National University of Colombia – Colombia
3	University of Sao Paulo (USP) – Brazil
4	Universidad Tecnica Federico Santa Maria – Chile
5	Escuela Superior Politecnica De Chimborazo (ESPOCH) – Ecuador
6	University of Sonora – Mexico
7	University of Sousse – Tunisia
8	Zonguldak Bülent Ecevit University – Turkey
9	Istanbul University – Turkey
10	Jordan University of Science and Technology (JUST) – Jordan
11	Kazakh National Agrarian University – Kazakhstan
12	Mahidol University – Thailand
13	National Pingtung University of Science and Technology (NPUST) – Chinese Taipei
14	Pakistan Higher Education Commission – Pakistan
15	Weifang Institute of Technology – China
16	Universitas Diponegoro – Indonesia
17	University of Zanjan – Iran
18	Tarbiat Modares University – Iran
19	Holy Spirit University of Kaslik (USEK) – Lebanon
20	University of Sharjah – United Arab Emirates
21	Universiti Putra Malaysia – Malaysia
22	OMNES Education – France
23	Pantheon-Assas University Paris II – France
24	RUDN University – Russia
25	Riga Technical University – Latvia
26	University College Cork – Ireland
27	University of L’Aquila – Italy
28	University of Minho – Portugal
29	University of Navarra – Spain

30	University of Oviedo – Spain
31	Adam Mickiewicz University – Poland
32	University of Szeged – Hungary
33	University of Pecs – Hungary
34	Bukhara State University – Uzbekistan
35	Al-Azhar University – Egypt
36	October 6 University – Egypt
37	Batangas State University - Philippines
38	Al-Muthanna University - Iraq
39	Lagos State University - Nigeria

Currently, the network is comprised of 1183 participating universities located in the dynamic and diverse Asia, Europe, Africa, Australia, America, and Oceania, with more than 2 million faculty members, 17 million students, and 68 Billion USD in total research funds for environment and sustainability. The number will continue to increase as national coordinators actively encourage other universities in their countries to join UI GreenMetric.

5. How can universities participate?

To participate in the ranking is simple. The sustainability director or other persons in charge can visit www.greenmetric.ui.ac.id to learn about the ranking and if interested they can e-mail the UI GreenMetric secretariat (greenmetric@ui.ac.id) to get an invitation letter and access to the system. If you have already participated in the rankings, you will be sent an invitation to participate. If you decide not to participate due to particular reasons, it would be appreciated if you inform the secretariat. Of course, you can join the survey again in the future. It is always useful if your university appoints a person in charge of a contact person. You are welcome to contact the secretariat for any inquiries regarding the survey.

6. How was UI GreenMetric World University Ranking developed?

The decision to establish UI GreenMetric was influenced by several factors:

a. Idealism

Future challenges to civilization include population pressure, climate change, energy security, environmental degradation, water, and food security, and sustainable development. Despite many scientific studies and public discussions, governments around the world have yet to commit to a sustainable agenda. Concerned people at Universitas Indonesia have come to the idea that universities have the privilege to help develop a consensus on key areas for action. They include such concepts as the Triple Bottom Line, the 3 Es (Equity, Economy, Environment), Green Building, and Education for Sustainable Development (ESD).

UI GreenMetric World University Rankings serves as a tool for universities to deal with sustainability challenges our world is facing. Many universities use UI GreenMetric questionnaire as a tool to measure, monitor and evaluate their sustainability strategic plan. Universities can work together to reduce negative environmental impacts. UI GreenMetric is a nonprofit institution; therefore, many universities can participate in the rankings for free.

b. UI GreenMetric World University Rankings model

Although UI GreenMetric was not based on any existing ranking system, it was developed with the awareness of several existing sustainability assessment systems and academic university rankings. Sustainability systems that were referred to during the design phase of UI GreenMetric included the Holcim Sustainability Awards, GREENSHIP (the rating system recently developed by the Green Building Council of Indonesia which was based on the Leadership in the Energy and Environmental Design (LEED) system used in the U.S. and elsewhere), the Sustainability, Tracking, Assessment and Rating System (STARS) and the College Sustainability Report Card (also

known as the Green Report Card).



Figure 1. UI GreenMetric and SDGs

UN Environment’s challenge in the 2030 Agenda is to develop and enhance integrated approaches to sustainable development – approaches that will demonstrate how improving the health of the environment will bring social and economic benefits. Aiming at reducing environmental risks and increasing the resilience of societies and the environment, UN Environment action fosters the environmental dimension of sustainable development and leads to socio-economic development (UNEP, n.d.). These 17 aspects of SDGs are captured in the UI GreenMetric criteria and indicators.

During the early stages of the design of UI GreenMetric, assistance was sought on the issues from experts in both ranking and sustainability. These included the holding of a conference on university rankings and video conferences as well as expert meetings on sustainability and green building. The latest expert workshop on UI GreenMetric, The 5th International Workshop on UI GreenMetric World University Rankings, was held on 14 - 16 April 2019 at University College Cork. Due to the pandemic, the 6th International Workshop on UI GreenMetric World University Rankings (IWGM 2020) was held virtually at the University of Zanjan, Iran in October 2020, University Putra Malaysia in 2021, and National Pingtung University of Science and Technology, Taiwan in 2022.

In 2010, 23 indicators were used within the five categories to calculate the ranking scores. In 2011, 34 indicators were used. Then in 2012, the indicator of “smoke-free and drug-free campus environment” was removed and 33 indicators were used to evaluate the green campus. In 2012, the indicators were also categorized into 6 categories including the education criteria. One change being considered was the formation of a new category for sustainability education and research. In 2015, the theme was the carbon footprint. We added two questions related to this issue in the energy and climate change section. We also improved our methodology by adding a few sub-indicators that were related to water and transportation in the 2015 ranking. A major change in methodology was done in 2017 by considering new trends in sustainability issues. In 2018, the theme was Universities, Impacts, and Sustainable Development Goals (SDGs). We added detailed answer options to the following indicators: total area on campus covered in forest, planted vegetation, water absorption besides the forest and planted vegetation, energy-efficient appliances usage, smart building implementation, the ratio of renewable energy produce/production towards total energy usage per year, elements of green building

implementation, the greenhouse gas emission reduction program, all of waste and water criteria, the ratio of the parking area to the total campus area, transportation initiatives to decrease private vehicles on campus, the transportation program designed to limit or decrease the parking area on campus, shuttle services, Zero-Emission Vehicles (ZEV) and pedestrian policy on campus, and the existence of a university-run sustainability website. We also added a new question on Education Criteria, i.e., existence of a published sustainability report. We changed the question of the bicycle into Zero-Emission Vehicles by considering the green transportation related to universities worldwide. In 2019, the theme was Sustainable University in a Changing World: Lessons, Challenges, and Opportunities. We improved the questionnaire in the options for answers and more explanations about smart building indicators. In 2020, the theme of the questionnaire is Universities' Responsibility for Sustainable Development Goals and World's Complex Challenges. This year UI GreenMetric questionnaire tried to approach the impacts that universities can provide in an effort in planning a green campus for the community. To measure the social, cultural, and economic impacts and to respond to the pandemic, new questions are added to UI GreenMetric World University Rankings Questionnaire in 2021. In 2022, there were indicator adjustments and assessments related to the current pandemic condition. There was also a new indicator related to water pollution. In 2023, several new indicators added related to the 3R waste program, student organization activities and international collaboration. In 2024, there were indicator adjustments and new indicators related to utilizing ICT.

In addition, evidence is vital to the evaluation process by our reviewers, so please ensure the evidence that you provide is as complete as possible.

c. Realities and challenges

The goal of creating a world university sustainability ranking was done with an understanding that the diversity of types of universities, their missions, and their contexts would pose problems for the methodology. We are fully aware of the fact that universities differ in their levels of awareness and commitment to sustainability, their budgets, the amount of green cover on their campus, and many other dimensions. These issues are complex, but UI GreenMetric is committed to continually improving the ranking so that it will be both useful and fair to all. We are open to suggestions from our members.

7. Who are the team?

From 2010 to 2020, UI GreenMetric World University Rankings was managed by a team under the Rector of Universitas Indonesia. Since 2021, UI GreenMetric has to manage itself as we were encouraged to be financially self-funded. Our team members consist of management team, expert members, and reviewers who come from various academic backgrounds and experiences, such as Environmental Sciences, Engineering, Architecture, Urban Design, Dentistry, Public Health, Statistics, Chemistry, Physics, Linguistics, and Cultural Studies.

8. What is the methodology?

a. The criteria

The UI GreenMetric evaluates university's policy and performance on the basis of six categories; Setting and Infrastructure (SI), Energy and Climate Change (EC), Waste (WS), Water (WR), Transportation (TR), and Education and Research (ED). Each category has a weighting of points as shown in the following table.

Table 2 Categories used in the rankings and their weighting

No	Category	Percentage of Total Points (%)
1	Setting and Infrastructure (SI)	15
2	Energy and Climate Change (EC)	21
3	Waste (WS)	18
4	Water (WR)	10
5	Transportation (TR)	18
6	Education and Research (ED)	18

TOTAL	100
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Table 3 Indicators and categories suggested for use in the 2024 rankings

No	CRITERIA	Point	Weighting
1	Setting and Infrastructure (SI)		15%
SI1	The ratio of open space area to total area	200	
SI2	Total area on campus covered in forest vegetation	100	
SI3	Total area on campus covered in planted vegetation	200	
SI4	Total area on campus for water absorption besides the forest and planted vegetation	100	
SI5	The total open space area divided by total campus population	200	
SI6	Percentage of university budget for sustainability efforts	200	
SI7	Percentage of operation and maintenance activities of building in one year period	100	
SI8	Campus facilities for disable, special needs and/or maternity care	100	
SI9	Security and safety facilities	100	
SI10	Health infrastructure facilities for students, academics and administrative staffs' well-being	100	
SI11	Conservation: plant (flora), animal (fauna), or wildlife, genetic resources for food and agriculture secured in either medium or long-term conservation facilities	100	
	Total	1500	
2	Energy and Climate Change (EC)		21%
EC1	Energy efficient appliances usage	200	
EC2	Smart building implementation	300	
EC3	Number of renewable energy sources on campus	300	
EC4	Total electricity usage divided by total campus' population (kWh per person)	300	
EC5	The ratio of renewable energy production divided by total energy usage per year	200	
EC6	Elements of green building implementation as reflected in all construction and renovation policies	200	
EC7	Greenhouse gas emission reduction program	200	
EC8	Total carbon footprint divided by total campus' population (metric tons per person)	200	
EC9	Number of innovative program(s) in energy and climate change	100	
EC10	Impactful university program(s) on climate change	100	
	Total	2100	
3	Waste (WS)		18%
WS1	3R (Reduce, Reuse, Recycle) program for university's waste	300	
WS2	Program to reduce the use of paper and plastic on campus	300	
WS3	Organic waste treatment	300	
WS4	Inorganic waste treatment	300	
WS5	Toxic waste treatment	300	
WS6	Sewage disposal	300	

	Total	1800	
4	Water (WR)		10%
WR1	Water conservation program & implementations	200*	
WR2	Water recycling program implementation	200	
WR3	Water efficient appliances usage	200	
WR4	Consumption of treated water	200	
WR5	Water pollution control in the campus area	200	
	Total	1000	
5	Transportation (TR)		18%
TR1	The total number of vehicles (cars and motorcycles) divided by total campus' population	200	
TR2	Shuttle services	300	
TR3	Zero Emission Vehicles (ZEV) availability on campus	200	
TR4	The total number of Zero Emission Vehicles (ZEV) divided by total campus population	200	
TR5	Ratio of the ground parking area to the total campus area	200	
TR6	Program to limit or decrease the parking area on campus for the last 3 years (from 2021 to 2023)	200	
TR7	Number of initiatives to decrease private vehicles on campus	200	
TR8	The pedestrian path on campus	300	
	Total	1800	
6	Education and Research (ED)		18%
ED1	The ratio of sustainability courses to total courses/subjects	300	
ED2	The ratio of sustainability research funding to total research funding	200	
ED3	Number of scholarly publications on sustainability	200	
ED4	Number of events related to sustainability (environment)	200	
ED5	Number of activities organized by student organizations related to sustainability per year	200	
ED6	University-run sustainability website	200	
ED7	Sustainability report	100	
ED8	Number of cultural activities on campus (e.g.Cultural Festival)	100	
ED9	Number of university sustainability program(s) with international collaborations	100	
ED10	Number of community services related to sustainability organized by university and involving students	100	
ED11	Number of sustainability-related startups	100	
	Total	1800	

b. Revised indicators

To respond to the current condition, and to add metrics for social, cultural, and economic aspects of sustainability, some indicators have been revised in this year's questionnaire.

c. Scoring

Scoring for each item will be numeric so that our data can be processed statistically. Scores will be simple counts of things or responses on a scale of some sort. Details of the scoring can be found in **Appendix 1**.

d. The weighting of criteria

Each of the criteria will be categorized in a general class of information and when the results are processed, the raw scores will be weighted to give a final calculation.

e. Refining and improving the research instrument

While we have put every effort into the design and implementation of the questionnaire, we realize that there are bound to be shortcomings. Therefore, we will be reviewing the criteria and the weightings continuously to accommodate input from participants and state-of-the-art developments in the field. We welcome your comments and input.

f. Data submission

Data from the universities should be submitted through an online system between **May – 31 October 2024**.

We welcome any e-mail or hardcopy of your university sustainability evaluation and report as well as evidence on sustainability activities in your university.

g. Results

The preliminary results of the metrics are expected to be submitted on 31 October 2024, and the final complete result will be released in early December 2024.

The basic ranking results (overall rankings 2023) and the detailed scores can be accessed via <https://greenmetric.ui.ac.id/rankings/overall-rankings-2023>

9. Who are our networks?

The idealism surrounding awareness of sustainability issues is now generating a network of like-minded organizations. The network is organized and run by UI GreenMetric World University Rankings secretariat, a steering committee consisting of national and/or regional coordinator representatives, in cooperation with universities that host UI GreenMetric World University Rankings events. The national workshops were held since 2017 in many universities and countries, i.e. Kazakh National Agrarian University, Kazakhstan; El Bosque University, Colombia; University of Sao Paulo, Brazil; Diponegoro University, Indonesia; University of Bologna, Italy; Aalborg University, Denmark; King Abdulaziz University, Saudi Arabia; and Peoples' Friendship University of Russia, Russia.

In 2018 UI GreenMetric's progress was also presented in different forums such as the 4th International Workshop on UI GreenMetric (IWGM), Indonesia; IREG Forum Belgium, ISCN Conference, Sweden; CRUI Working Group on International Academic Rankings, Italy; International Association for Impact Assessment (IAIA) Conference, Malaysia; and Global Symposium on Green Campus Development, China. In the same year, UI GreenMetric also presented at the National Workshop in several universities as the hosts i.e. University of Zanzan and Ferdowsi University of Mashhad, Iran; Atyrau State University, Kazakhstan; King Abdulaziz University, Saudi Arabia; Nottingham University, United Kingdom; the National University of Colombia and University del Rosario, Colombia; University of Sao Paulo, Brazil; Pakistan Higher Education Commission, Pakistan; Universiti Utara Malaysia, Malaysia; Institut Teknologi Sepuluh Nopember, Indonesia; Riga Technical University, Latvia; Peoples' Friendship University of Russia, Russia; Universidad Tecnica Federico Santa Maria, Chile; and OMNES Education, France.

In 2019 UI GreenMetric was invited by various organizations and communities: The 4th General Assembly Meeting of Green University Union of Taiwan 2019, CRUE Meeting, World Environmental Education Congress, and Building Universities' Reputations (BUR) 2019 Conference. This year National and Regional Workshops were also held in several universities as the hosts, i.e. Universidad Autónoma de Occidente and Universidad Icesi, Colombia; University of Szeged dan University of Pecs, Hungary; Universitas Hasanuddin, Indonesia; Nazarbayev University, Kazakhstan; Universidade Federal de Lavraz, Brazil; Holy Spirit University of Kaslik (USEK), Lebanon; RUDN University, Rusia; Escuela Superior Politecnica De Chimborazo (ESPOCH), Ecuador; University of Sousse, and Tunisia; Cyprus International University, North Cyprus.

Early in 2020 two workshops have been conducted in France and Saudi Arabia. UI GreenMetric activities in 2020 continued amid the Covid-19 pandemic with more than 60 workshops and webinars successfully conducted online.

In 2020 UI GreenMetric held virtual workshops with university representatives from each country: Nottingham University (United Kingdom), Mahidol University (Thailand), Universitas Riau (Indonesia), Fundación Universidad del Norte Barranquilla (Colombia), University of Sharjah (United Arab Emirates), RUDN University (Russia), University of Campinas (Brazil), Universidad de Sonora (Mexico) and University of Zanzan (Iran).

In 2021 the virtual workshops continued with new representatives and more countries hosting them, including Universiti Putra Malaysia (Malaysia), University of Szeged (Hungary), Mahidol University (Thailand), University of Zanzan (Iran), Tarbiat Modares University (Iran), Universitas Sebelas Maret (Indonesia), Universidad Hemisferios (Ecuador), RUDN University (Russia), Universidad Tecnologica de Pereira (Colombia), Universidad Autonoma de Nuevo Leon (Mexico), Insec U (France).

As part of its thematic priorities, UI GreenMetric with University of Sao Paolo, Universitas Indonesia, El Bosque University, University of Szeged, University of Sharjah, Escuela Superior Politécnica de Chimborazo, and the University of Sousse ran UI GreenMetric Online Course on Sustainability 2021. This course is the first unique global online course offered by top universities in four continents and seven countries to their students. It gives the students an understanding of the key challenges and pathways to sustainable development in Brazil, Colombia, Ecuador, Hungary, Indonesia, Tunisia, and The United Arab Emirates. The course is designed as an undergraduate-level introduction to the most challenging question facing our generation: how can countries evolve in ways that are socially inclusive and environmentally sustainable?. The course discusses the complex interplay between the

economy, social life, and our planet's physical environment, as well as the consequences of human activities on the planet's environment and the solutions.

In 2022 UI GreenMetric organized workshops with university representatives from each country like Universidad EAFIT (Colombia), Mahidol University (Thailand), Universidad Tecnológica ECOTEC (Ecuador), RUDN University (Russia), University of Sharjah (United Arab Emirates), and Universitas Multimedia Nusantara (Indonesia). In 2023 the national workshops of UI GreenMetric were hosted by among others the Universidad Nacional Autónoma de México (Mexico), University of Aquila (Italy), Bukhara State University (Uzbekistan), Institut Teknologi Sumatera (Indonesia), Tarbiat Modares University (Iran), Universidade Federal de Mato Grosso do Sul (Brazil), University San Fransisco of Quito (Ecuador), Universidad Militar Nueva Granada (Colombia), Hasan Kalyoncu University (Turkiye), Cyprus International University (Cyprus), Khwaja Fareed University of Engineering and Information Technology (Pakistan), Batangas State University (Philippines), RUDN University (Russia) and UI GreenMetric Results and Awards hosted by Abu Dhabi University (UAE)

UI GreenMetric Online Course on Sustainability also continues its implementation in 2023. There are three online courses on the topic of Global Practices of SDGs offered this year. In Indonesia 17 universities collaborate to organize online courses for their students. The 17 universities are Institut Teknologi Nasional Bandung, Institut Teknologi Sepuluh Nopember, Telkom University, Universitas Diponegoro, Universitas Gadjah Mada, Universitas Islam Negeri Jakarta, Universitas Lampung, Universitas Muhammadiyah Malang, Universitas Negeri Surabaya, Universitas Padjadjaran, Universitas Palangka Raya, Universitas Pancasila, Universitas Pattimura, Universitas Sam Ratulangi, Universitas Sebelas Maret, Universitas Sriwijaya, and Universitas Syiah Kuala. In addition, another online course is also organized by National Pingtung University of Science and Technology (Taiwan), University of Pecs (Hungary), 6 October University (Egypt), Universitas Diponegoro (Indonesia), Universitas Negeri Yogyakarta (Indonesia), Mahidol University (Thailand), Bulent Ecevit University (Turkey).

10. What are our plans?

UI GreenMetric always takes into consideration how to better achieve its own goals, how to learn from constructive criticism about rankings and the advancement of ESD, and how to learn from the diverse experience of participants with different goals and in different settings. We plan to continue developing the questionnaire and give more services to the members of its network. We will also strengthen our networks through innovative programs.

11. How to contact us?

Ms. Sabrina Hikmah Ramadianti
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Questionnaire (Criteria and Indicators)

There are six main categories in the questionnaire which consist of setting and infrastructure (SI), energy and climate change (EC), waste (WS), water (WR), transportation (TR), and education and research (ED). These categories are divided into several sections, with detailed explanations of the questions. In general, you can use the data to reflect your university in the best possible way.

1. Setting and Infrastructure (SI)

The campus setting and infrastructure information will provide the basic information about the university's consideration of a green environment. This indicator also shows whether the campus deserves to be called a Green/Sustainability Campus. The aim is to encourage the participating universities to provide more spaces for greenery and safeguard the environment, as well as the development of sustainable energy.

1.1. Types of the higher education institution

Please select one of the following options:

- [1] Comprehensive
- [2] Specialized higher education institution

1.2. Climate

Please select one of the following options that clearly describes the climate in your region:

- [1] Tropical wet
- [2] Tropical wet and dry
- [3] Semiarid
- [4] Arid
- [5] Mediterranean
- [6] Humid subtropical
- [7] Marine west coast/oceanic climate
- [8] Humid continental
- [9] Subarctic

1.3. Number of campus sites

Please state the number of separate locations in which your university runs academic purposes. For example, if your university has one campus or more than one campus in different districts, towns, or cities that are separated from one another, please state the total number of university locations. If more than one campus site is stated, all data from those campuses should consistently be applied for the related indicators.

Evidence is required

1.4. Campus setting

Please select one of the following options:

- [1] Rural
- [2] Suburban
- [3] Urban
- [4] City center
- [5] High-rise building area

Evidence is required

1.5. Total campus area (m²)

Please state the total areas of your campus (in square meters). It is expected that the total area counted is only those in which academic activities are conducted (including the administration buildings, student and staff activities buildings, classes, dormitories, and canteens). Forest and fields and other areas can only be counted if they are used for academic purposes (i.e., field lecture, practicum, educational training, etc.).

Evidence is required

1.6. Total campus ground floor area of buildings (m²)

Please provide information on the area occupied by buildings, by providing the total area of the ground floor parts of your university buildings on your campus.

1.7. Total campus buildings area (m²)

Please provide information on the area occupied by buildings, by providing the total floor area (all floors) including ground floors and other floors of your university buildings on your campus.

Evidence is required

1.8. The ratio of open space area to total area (SI.1)

Please provide the percentage of ratio open space area to total area on campus.

Formula: $\left(\frac{1.5-1.6}{1.5}\right) \times 100\%$

Please select one of the following options:

- [1] ≤ 1%
- [2] > 1 - 80%
- [3] > 80 - 90%
- [4] > 90 - 95%
- [5] > 95%

Evidence is required

1.9. Total area on campus covered in forest vegetation (SI.2)

Please provide the percentage of the area on campus covered in vegetation in the form of forest (an area covered mainly with big trees and its biodiversity, natural and/or planted; a large amount of dense mass of vertical growth and undergrowth for conservation purposes), owned by the university, to the total campus area. In case your university is in arid zone, you can claim the area that you develop for forest according to the requirements of the zone as area on campus covered in forest vegetation.

Please select one of the following options:

- [1] ≤ 2% (provide the total area in square meters)
- [2] > 2 - 9% (provide the total area in square meters)
- [3] > 9 - 22% (provide the total area in square meters)
- [4] > 22 - 35% (provide the total area in square meters)
- [5] > 35% (provide the total area in square meters)

Evidence is required

1.10. Total area on campus covered in planted vegetation (SI.3)

Please provide the percentage of the area on campus covered in planted vegetation **excluding** forests to the total campus area. Lawns, gardens, green roofs, internal planting, and vertical garden can be counted, for vegetation purposes. Please select one of the following options:

- [1] ≤ 10% (provide the total area in square meters)
- [2] > 10 - 20% (provide the total area in square meters)
- [3] > 20 - 30% (provide the total area in square meters)
- [4] > 30 - 40% (provide the total area in square meters)
- [5] > 40% (provide the total area in square meters)

Evidence is required

1.11. Total area on campus for water absorption besides the forest and planted vegetation (SI.4)

Please provide the percentage of the total area of ground surfaces (i.e., soil, grass, concrete block, synthetic field, etc.) dedicated for water absorption to the total campus area. A larger water absorption area is desirable. Please select one of the following options:

- [1] ≤ 2% (provide the total area in square meters)
- [2] > 2 - 10% (provide the total area in square meters)
- [3] > 10 - 20% (provide the total area in square meters)
- [4] > 20 - 30% (provide the total area in square meters)
- [5] > 30% (provide the total area in square meters)

Evidence is required

1.12. Total number of regular students

Please provide the total number of regular students (full-time and part-time) at your university. A regular student is defined as a registered and active student in one semester (Effective Full-Time Students (EFTS)), excluding short-term students (i.e., foreign exchange, continuing education, and short course students).

1.13. Total number of online students

The total number of students registered as online-only students (excluding regular students), at your university.

1.14. Total number of academic and administrative staff

Please state the total number of effective full-time academic staff (lecturers, professors, and researchers) and administrative staff working in your university.

1.15. The total open space area divided by the total campus population (SI.5)

Please provide the open space area per person on your campus. The areas included in the calculation of open space here are those within the campus. If there is a campus forest used for research, it can be considered under forest vegetation, but for this indicator, it cannot be included.

Formula: $((1.5-1.6)/(1.12+1.14))$

Please select one of the following options:

- [1] ≤ 10 m²/person
- [2] > 10 – 20 m²/person
- [3] > 20 – 40 m²/person
- [4] > 40 – 70 m²/person
- [5] > 70 m²/person

1.16. Total university budget (in US Dollars)

Please provide the average university budget per annum over the last 3 years in US Dollars.

1.17. University budget for sustainability efforts (in US Dollars)

Please provide the average university budget for infrastructure, facilities, personnel costs, research, programs, and others related to the sustainability efforts per annum over the last 3 years in US Dollars.

Evidence is required

1.18. Percentage of university budget for sustainability efforts (SI.6)

Please provide the percentage calculation of the sustainability budget (infrastructure, facilities, personnel cost, research, programs and others related to the sustainability efforts) to the total university budget. Please select one of the following options:

- [1] ≤ 1%
- [2] > 1 - 5%
- [3] > 5 - 10%

[4] > 10 - 15%

[5] > 15%

1.19. Percentage of operation and maintenance activities of building in one year period (SI.7)

Please provide the percentage of operation and maintenance activities of a building (i.e., administration building, laboratory, classroom, etc.) that have been conducted in one year period (for example, from May 2023 - April 2024). The percentage is defined as (Total building area operated and maintained/ Total campus buildings area) × 100%. Campus building maintenance classification can be found in **Appendix 2** and the **template of evidence**. We expect that your campus operation and maintenance covered at least 5 out of the 14 classifications of campus building maintenance. Please select one of the following options:

[1] ≤ 25%

[2] > 25 - 50%

[3] > 50 - 75%

[4] > 75 - 99%

[5] 100%

Evidence is required

*Please provide evidence of university new building construction (if any), new meeting/class protocol arrangement, operation (i.e., management), and routine building maintenance activities according to classifications in Appendix 2.

1.20. Campus facilities for disabled, special needs, and/or maternity care (SI.8)

Please provide information on-campus facilities for disabled, special needs, and or maternity care (i.e., library, classroom, toilet, lactation room, transportation, daycare). Please select one of the following options:

[1] None

[2] Policy is in place

[3] Facilities are in the planning stage

[4] Facilities are partially available and operated

[5] Facilities exist in all buildings and are fully operated

Evidence is required

1.21. Security and safety facilities (SI.9)

Please provide information on on-campus facilities' support for security and safety for campus residents. Please select one of the following options:

[1] Passive security system

[2] Security infrastructure (CCTV, emergency hotline/button) available and fully function

[3] Security infrastructure (CCTV, emergency hotline/button, personnel, fire extinguisher, hydrant) available and fully function

[4] Security infrastructure is available and fully functions and security responding time for accidents, crime, fire, and natural disasters is more than 10 minutes

[5] Security infrastructure is available and fully functions and security responding time for accidents, crime, fire, and natural disasters is less than 10 minutes

Evidence is required

1.22. Health infrastructure facilities for students, academics, and administrative staff's well-being (SI.10)

Please provide information on Infrastructure that supports student, academics, and staff's well-being on campus, particularly for health services (physical and mental). Please select one of the following options:

[1] Health infrastructure (first aid) is not available.

[2] Health infrastructure (first aid, emergency room, clinic, and personnel) are available

[3] Health infrastructure (first aid, emergency room, clinic, and certified personnel) are available

[4] Health infrastructure (first aid, emergency room, clinic, hospital, and certified personnel) are available

[5] Health infrastructure available (first aid, emergency room, clinic, hospital and certified personnel), system and accessible for public

Evidence is required

1.23. Conservation: plant (flora), animal (fauna), or wildlife, genetic resources for food and agriculture secured in either medium or long-term conservation facilities (SI.11)

Please provide information on the campus program for the conservation of plant (flora), animal (fauna), or wildlife, genetic resources for food and agriculture secured in either medium or long-term conservation facilities. Your university can provide information such as: program, type of species, number of species, duration of conservation, targeted population and or conserved area, etc. can be used as a baseline.

Please select one of the following options:

- [1] Conservation program in preparation
- [2] Conservation program 1-25% implemented
- [3] Conservation program 25-50% implemented
- [4] Conservation program 50-75% implemented
- [5] Conservation program >75% implemented

Evidence is required

* If conservation is conducted in another location, your university can include them in the evidence document and put that conservation area into the total campus area (question 1.5)

1.24. Planning, implementation, monitoring and/or evaluation of all programs related to Setting and Infrastructure through the utilization of Information and Communication Technology (ICT)

Please provide information regarding planning, implementation, monitoring, and/or evaluation of all programs related to setting and infrastructure through the utilization of ICT on campus. Please select one of the following options

- [1] None
- [2] The program is currently in the planning stage
- [3] Program has been implemented
- [4] Program has been implemented and evaluated
- [5] Program has been implemented, evaluated, and is currently revised

Evidence is required

2. Energy and Climate Change (EC)

The university's attention to the use of energy and climate change issues is the indicator with the highest weighting in this ranking. In our questionnaire, we define several indicators for this area of concern, i.e., energy-efficient appliances usage, the implementation of smart buildings/automation buildings/intelligent buildings, renewable energy usage policy, total electricity usage, energy conservation programs, elements of green buildings, climate change adaptation and mitigation programs, greenhouse gas emission reductions policy, and carbon footprint. Within these indicators, the universities are expected to increase their efforts in energy efficiency in their buildings and to care more about nature and energy resources.

2.1. Energy efficient appliances usage (EC.1)

Please compare the number of energy-efficient appliances and the number of conventional ones used on your campus and provide them in percentages. Examples of energy-efficient appliances are A/C with environmentally friendly technology, LED light bulbs, Energy Star-certified computers, etc. Please select one of the following options:

- [1] < 1%
- [2] 1 - 25%
- [3] > 25 - 50%
- [4] > 50 - 75%

[5] > 75%

Evidence is required

2.2. Total campus' smart building area (m²)

Please provide the information on the total area (including ground floors and other floors) of your university smart buildings on your campus. A building that is classified as a smart building must have the general requirements of smart building features: automation, safety (physical security, presence sensors, video surveillance/CCTV), energy, water (sanitation), indoor environment (thermal comfort and air quality), and lighting (Illumination, low power lighting). An example of detailed general requirements can be found in **Appendix 3** and the **template of evidence**. We expect that your smart buildings are supported with **Building Management System (BMS)/Building Information Modelling (BIM)/Building Automation System (BAS)/Facility Management System (FMS)** and are equipped with at least 5 (five) of the remaining identified requirements, where possible, interfaced with the BMS/BIM/BAS/FMS. BMS/BIM/BAS/FMS, which is a hardware and software system for data collection, management, control, and monitoring of the mechanical and/or electrical systems of the building, for example, ventilation, hydraulic, lighting systems, electro-motor force, security systems, fire prevention. All features should be established to generate a beneficial environmental impact over the building lifecycle. The efficiency introduced by the usage of smart appliances in the building(s) should be elaborated on an annual sustainability report.

2.3. Smart building implementation (EC.2)

Please provide the stage of smart building implementation in your university (percentage of the total floor areas of the smart building to the total all floor building areas (smart and non-smart building area)).

Formula: ((2.2/1.7) x 100%)

Please select one of the following options:

- [1] < 1%
- [2] 1 - 25%
- [3] > 25 - 50%
- [4] > 50 - 75%
- [5] > 75%

Evidence is required

2.4. Number of renewable energy sources on campus (EC.3)

The availability of more sources of renewable energy is considered to indicate that a university has put more effort into providing alternative energy. Please select the number of renewable energy sources used on your campus:

- [1] None
- [2] 1 source
- [3] 2 sources
- [4] 3 sources
- [5] > 3 sources

2.5. Renewable energy sources and their amount of the energy produced (in kilowatt-hour)

Please select one or more of the following alternative energy sources used on your campus and please provide the amount of the energy produced in kilowatt-hours:

- [1] None
- [2] Biodiesel (provide amount in kilowatt-hour)
- [3] Clean biomass (provide amount in kilowatt-hour)
- [4] Solar power (provide amount in kilowatt-hour)
- [5] Geothermal (provide amount in kilowatt-hour)
- [6] Wind power (provide amount in kilowatt-hour)

- [7] Hydropower (provide amount in kilowatt-hour)
 [8] Combine Heat and Power (provide amount in kilowatt-hour)

Evidence is required

Note:

- **Bio diesel:** Bio diesel is a renewable energy source made from natural oils and fats, typically used as an alternative to traditional diesel fuel in transportation and machinery.
- **Clean biomass:** Clean biomass refers to organic materials, such as wood, agricultural residues, or algae, used to produce energy through combustion or biochemical processes, with minimal environmental impact.
- **Solar power:** Solar power harnesses energy from the sun using photovoltaic cells or solar thermal systems to generate electricity or heat.
- **Wind power:** Wind power generates electricity by using wind turbines to convert the kinetic energy from wind into electrical energy.
- **Hydropower:** Hydropower, or hydroelectric power, generates electricity by using the energy of moving water, typically from rivers or dams, to drive turbines.
- **Combine Heat and Power:** Combined Heat and Power (CHP) systems simultaneously produce electricity and useful heat from the same energy source, improving overall energy efficiency.

2.6. Electricity usage per year (in kilowatt-hour)

Please provide the total energy used in the last 12 months in your entire university area (in kilowatt hour or kWh) for all purposes such as lighting, heating, cooling, running university laboratories, etc.

Evidence is required

2.7. Total electricity usage divided by total campus' population (kWh per person) (EC.4)

Please provide the total electricity usage divided by the total campus' population.

Formula: (2.6) / (1.12+1.14)

Please select one of the following options:

- [1] ≥ 2424 kWh
- [2] $> 1535 - 2424$ kWh
- [3] $> 633 - 1535$ kWh
- [4] $\geq 279 - 633$ kWh
- [5] < 279 kWh

2.8. The ratio of renewable energy production divided by total energy usage per year (EC.5)

Please provide the ratio of renewable energy production divided by the total energy usage per year. Please select one of the following options:

- [1] $\leq 0.5\%$
- [2] $> 0.5 - 1\%$
- [3] $> 1 - 2\%$
- [4] $> 2 - 25\%$
- [5] $> 25\%$

Evidence is required

2.9. Elements of green building implementation as reflected in all construction and renovation policies (EC.6)

Please provide information on the elements of green building implementation as reflected in the construction and renovation policies in your university (i.e., natural ventilation, full natural daylighting, the existence of a building energy manager, the existence of a Green Building, etc.). Please select one that applies from the

following list:

- [1] None. Please select this option if there is no green building implementation at your university.
- [2] 1 element
- [3] 2 elements
- [4] 3 elements
- [5] > 3 elements

Evidence is required

2.10. Greenhouse gas emission reduction program (EC.7)

Please select a condition that reflects the current condition of your university in providing formal programs (from any scope) to reduce greenhouse gas emissions. Please select from the following options:

- [1] None. Please select this option if the reduction program is needed, but nothing has been done.
- [2] Program in preparation
- [3] Program(s) aims to reduce one out of three scopes emissions (Scope 1 or 2 or 3)
- [4] Program(s) aims to reduce two out of three scopes emissions (Scope 1 and 2 or Scope 1 and 3 or Scope 2 and 3)
- [5] Program(s) aims to reduce all three scopes emissions (Scope 1, 2, and 3)

Evidence is required

Please use Table 4 to answer question 2.10 on GHG emissions in your university.

Table 4 List of greenhouse gas emission sources (Woo & Choi, 2013)

	Emission data	Definition
Scope 1	Stationary combustion	Stationary combustion refers to the burning of fuels to produce electricity, steam, and heat in a fixed location, such as boilers, burners, heaters, kilns, and engines.
	Mobile combustion	Burning of fuels by institution-owned transportation devices
	Process emissions	Direct greenhouse gas (GHG) emissions from physical or chemical processes rather than from fuel combustion
	Fugitive emissions	Hydrofluorocarbon releases during the use of refrigeration and air conditioning equipment and methane leakage from natural gas transport
Scope 2	Purchased electricity	Indirect GHG emissions result from the generation of the electricity purchased and used by the institution
Scope 3	Waste	Indirect GHG emissions resulting from the incineration or landfill of your institution's solid waste
	Purchased waste	Indirect GHG emissions resulting from the generation of water supply purchased and used by the institution
	Commuting	Indirect GHG emissions resulting from regular commuting from and to institutions by students and employees (i.e., reducing regular commuting by using shared vehicles, carpooling)
	Air travel	Indirect GHG emissions resulting from air travels paid by institutions (i.e., reducing the number of staff air travel opportunities)

2.11. Total carbon footprint (CO₂ emission in the last 12 months, in metric tons)

Please provide the total carbon footprint of your university. Please exclude carbon footprints from flights and secondary carbon sources, such as dishes and clothes. To calculate your university carbon footprint, please refer to **Appendix 4**.

Evidence is required

2.12. Total carbon footprint divided by total campus' population (metric tons per person) (EC.8)

Please provide the total carbon footprint divided by the total campus population.

Formula: (2.11)/(1.12+1.14)

Please select one of the following options:

- [1] ≥ 2.05 metric tons
- [2] > 1.11 - 2.05 metric tons
- [3] > 0.42 - 1.11 metric tons
- [4] > 0.10 - 0.42 metric tons
- [5] < 0.10 metric tons

2.13. Number of innovative program(s) in energy and climate change (EC.9)

Please provide the total number of innovative program(s) in energy and climate change, i.e. (Smart Indoor Health and Comfort System, new energy approach, new climate change mitigation problem solutions, etc). Please select one of the following options:

- [1] None
- [2] 1 program
- [3] 2 programs
- [4] 3 programs
- [5] more than 3 programs

Evidence is required

2.14. Impactful university program(s) on climate change (EC.10)

Please select program(s) on climate change risks, impacts, mitigation, adaptation, impact reduction, and early warning. Please select one of the following options:

- [1] None
- [2] Program in preparation
- [3] Provide training, educational materials, seminars/conferences, and activities which are implemented by surrounding communities.
- [4] Provide training, educational materials, seminars/conferences, and activities which are implemented by communities at the national level.
- [5] Provide training, educational materials, seminars/conferences, and activities which are implemented by communities at the international level.

Evidence is required

2.15. Planning, implementation, monitoring and/or evaluation of all programs related to Energy and Climate Change through the utilization of Information and Communication Technology (ICT)

Please provide information regarding planning, implementation, monitoring, and/or evaluation of all programs related to energy and climate change through the utilization of ICT on campus. Please select one of the following options

- [1] None
- [2] The program is currently in the planning stage
- [3] Program has been implemented
- [4] Program has been implemented and evaluated
- [5] Program has been implemented, evaluated, and is currently revised

Evidence is required

3. Waste (WS)

Waste treatment and recycling activities are major factors in creating a sustainable environment. The

activities of university staff and students on campus will produce a lot of waste; therefore, some recycling and waste treatments programs should be among the concern of the university, i.e., recycling program, organic waste treatment, inorganic waste treatment, toxic waste recycling, sewage disposal, policies to reduce the use of paper and plastic on campus.

3.1. 3R (Reduce, Reuse, Recycle) program for university's waste (WS.1)

Please select a condition that reflects the current condition of your university's efforts to encourage staff and students to do 3R (Reduce, Reuse, Recycle) waste, from the following options:

- [1] None
- [2] 3R program in preparation
- [3] 3R program 1 - 50% implemented
- [4] 3R program > 50 - 75% implemented
- [5] 3R program > 75% implemented

Evidence is required

3.2. Program to reduce the use of paper and plastic on campus (WS.2)

Please select one from the following options which best reflects the current condition of your university in establishing a formal policy to reduce the use of paper and plastic (i.e., double-sided printing policy program, the use of tumblers, the use of reusable bags, print when necessary, reusable goodie bags, digital notes and books, paperless meetings, eco-friendly packaging etc.):

- [1] None
- [2] 1 - 3 programs
- [3] 4 - 6 programs
- [4] 7 - 10 programs
- [5] More than 10 programs

Evidence is required

3.3. Total volume organic waste produced (tons)

Please provide the total volume organic waste produced in the last 12 months in your entire university area

Evidence is required

3.4. Total volume organic waste treated (tons)

Please provide the total volume organic waste treated in the last 12 months in your entire university area

Evidence is required

3.5. Organic waste treatment (WS.3)

The method of organic waste (i.e., garbage, discarded vegetable, food, and plant matter) treatment in your university. Please select an option that best describes your university's overall treatment of the bulk of organic waste:

- [1] Open dumping
- [2] Partial (1 - 35% treated)
- [3] Partial (> 35 - 65% treated)
- [4] Partial (> 65 - 85% treated)
- [5] Extensive (> 85% treated)

Evidence is required

3.6. Total volume inorganic waste produced (tons)

Please provide the total volume inorganic waste produced in the last 12 months in your entire university area

Evidence is required

3.7. Total volume inorganic waste treated (tons)

Please provide the total volume inorganic waste treated in the last 12 months in your entire university area

Evidence is required

3.8. Inorganic waste treatment (WS.4)

Please describe the method of non-toxic inorganic waste (i.e., rubbish/garbage, trash, discarded paper, plastic, metal, electronic, etc.) treatment in your university. Please select an option that best describes your university's overall treatment of the bulk of the inorganic waste:

- [1] Burned in the open area
- [2] Partial (1 - 35% treated)
- [3] Partial (> 35 - 65% treated)
- [4] Partial (> 65 - 85% treated)
- [5] Extensive (> 85% treated)

Evidence is required

3.9. Total volume toxic waste produced (tons)

Please provide the total volume toxic waste produced in the last 12 months in your entire university area

Evidence is required

3.10. Total volume toxic waste treated (tons)

Please provide the total volume toxic waste treated in the last 12 months in your entire university area

Evidence is required

3.11. Toxic waste treatment (WS.5)

Please select a condition that reflects the current condition of how your university handles toxic wastes. For example, battery, fluorescent lamps, chemical waste, etc). The handling process includes whether toxic wastes are dealt with separately, for example, by classifying and handling them over to a third party or certified handling companies.

Please select one of the following options:

- [1] Not managed
- [2] Partial (1 - 35% treated)
- [3] Partial (> 35 - 65% treated)
- [4] Partial (> 65 - 85% treated)
- [5] Extensive (> 85% treated) or campus produces a minimum amount of toxic waste

Evidence is required

3.12. Sewage disposal (WS.6)

Please describe the primary method of sewage treatment at your university. Please select an option that best describes how the bulk of the sewage is disposed of:

- [1] Untreated into waterways
- [2] Treated with preliminary treatment
- [3] Treated with primary treatment
- [4] Treated with secondary treatment

[5] Treated with tertiary treatment

Evidence is required

Note:

- **Preliminary Treatment:** consists of screening to remove large solids, grit removal to eliminate sand and other heavy materials, and oil and grease removal. Evidence can be documentation of grit chambers and screening facilities that remove large solids and debris before the sewage is discharged.
- **Primary Treatment:** includes sedimentation and coagulation-flocculation. Evidence can be diagrams or operational records of sedimentation tanks where physical processes remove settleable solids from the sewage
- **Secondary Treatment:** attached growth systems or suspended growth systems. Evidence can be reports or photos of biological treatment processes such as activated sludge systems or biofilters that further reduce organic matter in the sewage
- **Tertiary Treatment:** offers reusability options such as disinfection, filtration, and advanced oxidation to further purify the water for reuse in industrial processes or irrigation. Evidence can be water quality test results or system descriptions showing advanced filtration and disinfection processes that remove remaining impurities and pathogens before discharge.

3.13. Planning, implementation, monitoring and/or evaluation of all programs related to Waste Management through the utilization of Information and Communication Technology (ICT)

Please provide information regarding planning, implementation, monitoring, and/or evaluation of all programs related to waste management through the utilization of ICT on campus. Please select one of the following options

- [1] None
- [2] The program is currently in the planning stage
- [3] Program has been implemented
- [4] Program has been implemented and evaluated
- [5] Program has been implemented, evaluated, and is currently revised

Evidence is required

4. Water (WR)

Water usage on campus is another important indicator in the UI GreenMetric. The aims are to encourage universities to decrease groundwater usage, increase water conservation programs, and protect habitats. Water conservation programs, water recycling programs, water-efficient appliances usage, and treated water usage are among the criteria.

4.1. Water conservation program and implementation (WR.1)

Please select a condition describing your current stage in a program that is systematic and formalized, and supports water conservation (i.e., for lakes and lake management systems, rain harvesting systems, water tanks, bio pore, recharge well, etc.) in your university, from the following options:

- [1] None. Please select this option if the conservation program is needed, but nothing has been done.
- [2] Program in preparation
- [3] 1 - 25% water conserved
- [4] > 25 - 50% water conserved
- [5] > 50% water conserved

Evidence is required

4.2. Water recycling program implementation (WR.2)

Please select a condition that reflects the current condition of your university in establishing formal policies for water recycling programs (i.e., the use of recycled water for toilet flushing, car washing, watering plants, etc.). Please select an option that describes the current stage of your program:

- [1] None. Please select this option if the water recycling program is needed, but nothing has been done.
- [2] Program in preparation
- [3] 1 - 25% water recycled
- [4] > 25 - 50% water recycled
- [5] > 50% water recycled

Evidence is required

4.3. Water-efficient appliances usage (WR.3)

Water-efficient appliance usage are replacing conventional appliances. This also includes the use of water-efficient appliances (i.e., using censored/automated handwashing taps, highly efficient toilet flush, etc.). Please select one of the following options:

- [1] < 20% of water efficient appliances installed
- [2] 20 - 40% of water efficient appliances installed
- [3] > 40 - 60% of water efficient appliances installed
- [4] > 60 - 80% of water efficient appliances installed
- [5] > 80% of water efficient appliances installed

Evidence is required

4.4. Consumption of treated water (WR.4)

Please indicate the percentage of treated water consumed from water treatment system compared to all water sources (i.e., rainwater tank source, groundwater, surface water, etc.) in your university. The water source can be from the treated water installation inside and/or outside your university. Please select one of the following options:

- [1] None
- [2] 1 - 25% treated water consumed
- [3] > 25 - 50% treated water consumed
- [4] > 50 - 75% treated water consumed
- [5] > 75% treated water consumed

Evidence is required

4.5. Water pollution control in campus area (WR.5)

Please indicate the stage of your campus water pollution control to prevent polluted water from entering the water system. Polluted water on campus could include stormwater runoff contaminated with litter and chemicals, wastewater from laboratories containing hazardous substances, and drainage systems clogged with pollutants like oil and grease from parking lots. For example, the mechanism to regularly check water quality (Physical, Chemical, and biological parameters) on your campus, programs to overcome water pollution. Please select one of the following options:

- [1] Policy and programs for water pollution control are in the designing stage
- [2] Policy and programs for water pollution control are in the construction stage
- [3] Policy and programs for water pollution control are in the early implementation stage
- [4] Policy and programs for water pollution control are fully implemented and monitored occasionally
- [5] Policy and programs for water pollution control are fully implemented and monitored regularly

Evidence is required

4.6. Planning, implementation, monitoring and/or evaluation of all programs related to Water Management through the utilization of Information and Communication Technology (ICT)

Please provide information regarding planning, implementation, monitoring, and/or evaluation of all programs related to water management through the utilization of ICT on campus. Please select one of the following options

- [1] None
- [2] The program is currently in the planning stage
- [3] Program has been implemented
- [4] Program has been implemented and evaluated
- [5] Program has been implemented, evaluated, and is currently revised

Evidence is required

5. Transportation (TR)

Transportation systems play an important role in carbon emission and pollutant levels in universities. Transportation policies that limit the number of motor vehicles on campus and encourage the use of campus buses, shared vehicles, and zero emission vehicles (i.e. bicycles, canoes, snowboards, electric vehicles (cars, motorcycles, bicycles, scooters) etc.) will encourage a healthier environment. The pedestrian policy will encourage students and staff to walk around campus and minimize the use of private vehicles. The use of environmentally friendly public transportation will decrease the carbon footprint around campus.

5.1. Number of cars actively used and managed by the university

Please indicate the number of cars operated on campus owned and managed by the university (including those outsourced to third parties). Please consider only cars with emissions (i.e. cars with combustion engines).

5.2. Number of cars entering the university daily

Please indicate the average number of cars that enter your university daily based on a balanced sample, taking into consideration terms and holiday periods. Please consider only cars with emissions (i.e., cars with combustion engines).

5.3. Number of motorcycles entering the university daily

Please indicate the average number of motorcycles that enter your university daily based on a balanced sample, taking into consideration terms and holiday periods. Please consider only motorcycles/motorbikes with emissions (i.e., motorcycles/motorbikes with combustion engines).

5.4 The total number of vehicles (cars and motorcycles with combustion engines) divided by the total campus' population (TR.1)

Please provide the total number of vehicles divided by the total campus' population.

Formula: $(5.1+5.2+5.3)/(1.12+1.14)$

Please select one of the following options:

- [1] ≥ 1
- [2] $> 0.5 - 1$
- [3] $> 0.125 - 0.5$
- [4] $> 0.045 - 0.125$
- [5] < 0.045

Evidence is required

5.5. Shuttle services (TR.2)

Please describe the condition of the availability of shuttles for journeys within the campus and whether the ride is free or charged, operated by a university or by other parties. Please select an option from the following options. If shuttle service is not provided due to positive reason(s) such as the campus area is small, another zero-emission transportation service is available, please select "not applicable".

- [1] Possible but not provided by university
- [2] Provided (by university or other parties) and regular but not free
- [3] Provided (by university or other parties) and the university contributes a part of the cost

[4] Provided by university, regular, and free

[5] Provided by university, regular, and zero emission vehicle. Or shuttle use is not applicable

Evidence is required

5.6. Number of shuttles operating in the university

Please indicate the number of campus shuttles operating in your university. The campus shuttle can be in the form of buses, multi-purpose vehicle (MPV) cars, or minivans which are operated inside the campus.

5.7. Average number of passengers of each shuttle

Please indicate the average number of passengers of each shuttle on one trip. You can estimate from the seat availability of the shuttle.

5.8. Total trips of each shuttle service each day

Please indicate the total number of trips for each shuttle service per day.

5.9. Zero Emission Vehicles (ZEV) availability on campus (TR.3)

Please describe the extent to which the use of Zero Emission Vehicles (i.e., bicycles, canoes, snowboards, electric vehicles (cars, motorcycles, bicycles, scooters), etc.) is supported for transportation on your campus. Please select an option from the following list that applies to your campus:

- [1] ZEV are not available
- [2] ZEV use is not possible or practical
- [3] ZEV are available, but not provided by university
- [4] ZEV are available, provided by the university and charged
- [5] ZEV are available, and provided by the university for free*

Evidence is required

*Regularly used by campus academic society

5.10. Average number of Zero Emission Vehicles (ZEV) on campus per day

Please indicate the average number of Zero Emission Vehicles bicycles, canoes, snowboards, electric vehicles (cars, motorcycles, bicycles, scooters), etc.) on your campuses daily which include vehicles both owned by the university and privately owned.

5.11. The total number of Zero Emission Vehicles (ZEV) divided by the total campus population (TR.4)

Please provide the total number of Zero-Emission Vehicles (ZEV) divided by the total campus population.

Formula: (5.10)/(1.12+1.14)

Please select one of the following options:

- [1] ≤ 0.002
- [2] $> 0.002 - 0.004$
- [3] $> 0.004 - 0.008$
- [4] $> 0.008 - 0.02$
- [5] > 0.02

5.12. Total ground parking area (m²)

Please provide the information on the total parking area in your university. You can estimate or validate this area by using the Google maps feature.

5.13. The ratio of the ground parking area to total campus area (TR.5)

Please select a ratio of the parking area to the total campus area of your university.

Formula: ((5.12/1.5) x 100%)

Please select one of the following options:

- [1] > 11 %
- [2] > 7 – 11 %
- [3] > 4 – 7 %
- [4] > 1 – 4 %
- [5] < 1 %

Evidence is required

5.14. Program to limit or decrease the parking area on campus for the last 3 years (from 2021 to 2023) (TR.6)

Please select a condition that reflects the current university program on transportation designed to limit or decrease the parking area on your campuses. Evidence can include maps showing which areas were reduced, and before-and-after proof. Please select an option that best describes your university from the following options:

- [1] None
- [2] In preparation
- [3] Less than 10% decrease in parking area
- [4] 10 - 30% decrease in parking area
- [5] More than 30% decrease in parking area or parking area reduction reaching its limit

Evidence is required

5.15. Number of initiatives to decrease private vehicles on campus (TR.7)

Please select a condition that reflects your university's current initiatives on the availability of transportation to limit or decrease the number of private vehicles on your campuses (i.e., car-free days, car sharing, charging high parking fees, metro/tram/bus services, bike-sharing, low fare subscriptions, limiting student's car, etc.). Please select an option that best describes your university from the following:

- [1] No initiative
- [2] 1 initiative
- [3] 2 initiatives
- [4] 3 initiatives
- [5] > 3 initiatives or initiative is no longer required

Evidence is required

5.16. Pedestrian path on campus (TR.8)

Please describe the extent to which the use of the pedestrian path is supported. Your university can provide information such as pedestrian way network map as evidence. Please select an option from the following list that applies to your campus:

- [1] None
- [2] Available
- [3] Available, and designed for safety
- [4] Available, designed for safety and convenience
- [5] Available, designed for safety, convenience, and in some parts provided with disabled-friendly features

Evidence is required

Note:

- **Safety:** equipped with enough lighting, separator between road for vehicle and pedestrian path, and some handrail.
- **Convenience:** Level difference with a mild slant for walking alongside the pavement, some area covered, using soft (rubber, woods, etc.) material, availability of location information and directions

- **Disabled-friendly:** ramps and guiding blocks that have a suitable design for pedestrians having physical disabilities.

5.17. The approximate daily travel distance of a vehicle inside your campus only (in Kilometers)

Please provide the approximate daily travel distance of a vehicle (i.e., bus, car, motorcycle) inside your campus only in kilometers.

5.18. Planning, implementation, monitoring and/or evaluation of all programs related to Transportation through the utilization of Information and Communication Technology (ICT)

Please provide information regarding planning, implementation, monitoring, and/or evaluation of all programs related to transportation through the utilization of ICT on campus. Please select one of the following options

- [1] None
- [2] The program is currently in the planning stage
- [3] Program has been implemented
- [4] Program has been implemented and evaluated
- [5] Program has been implemented, evaluated, and is currently revised

Evidence is required

6. Education and Research (ED)

The university's education and research information provide basic information about the university's policies and actions in creating and supporting their students, academic and non-academic staff with sustainability awareness. This criterion also encourages universities to report their sustainability activities, strategies, and targets to their stakeholders.

6.1. Number of courses/subjects related to sustainability offered

The number of courses/subjects of which the contents are related to sustainability offered at your university. Some universities have already tracked how many courses/subjects are available for this. The definition of the extent to which a course can be seen as related to sustainability (environmental, social, cultural, economics) or both, can be defined according to your university's situation. If a course/subject contributes in more than a minor or passes the way to increase awareness, knowledge, or action related to sustainability, then it counts. The number of courses/subjects can be counted by specifying related sustainability keywords used in the subjects. For example, Environmental Chemistry is the subject of the Chemistry study program.

Evidence is required

6.2. Total number of courses/subjects offered

It is the total number of courses/subjects offered at your university yearly. This information will be used to calculate to what extent environment and sustainability education have been defined in your university teaching and learning.

Evidence is required

6.3. The ratio of sustainability courses to total courses/subjects (ED.1)

Please select the ratio of sustainability courses to the total number of courses (subjects) in your university.

Formula: $((6.1/6.2) \times 100\%)$

Please select one of the following options:

- [1] $\leq 1\%$
- [2] $> 1 - 5\%$
- [3] $> 5 - 10\%$
- [4] $> 10 - 20\%$

[5] > 20%

6.4. Total research funds dedicated to sustainability research (in US Dollars)

Please provide the average funding for research on sustainability per annum over the last 3 years.

Evidence is required

6.5. Total research funds (in US Dollars)

The average total research funds per annum over the last 3 years. This information will be used to calculate the percentage of environment and sustainability research funding to the overall research funding.

Evidence is required

6.6. The ratio of sustainability research funding to total research funding (ED.2)

Please select a ratio of sustainability research funding to the total research funding in your university.

Formula: $((6.4/6.5) \times 100\%)$

Please select one of the following options:

- [1] ≤ 1%
- [2] > 1 - 10%
- [3] > 10 - 20%
- [4] > 20 - 40%
- [5] > 40%

6.7. Number of scholarly publications on sustainability (ED.3)

Please provide the average number of indexed publications (Google scholar/Scopus/Indexed reputable journal) on environment and sustainability published annually over the last 3 years, using keywords: green, environment, sustainability, renewable energy, climate change. Please select one of the following options:

- [1] 0
- [2] 1 - 20
- [3] 21 - 83
- [4] 84 - 300
- [5] > 300

Evidence is required

6.8. Number of events related to sustainability (environment) (ED.4)

Please provide the number of events (i.e., conferences, workshops, awareness raising, practical training, festival, etc.) related to the issues of environment and sustainability hosted or organized by your university (average per annum over the last 3 years). Please select one of the following options:

- [1] 0
- [2] 1 - 5
- [3] 6 - 20
- [4] 20 - 50
- [5] > 50

Evidence is required

6.9. Number of activities organized by student organizations related to sustainability per year (ED.5)

Please provide the total number of activities organized by student organizations in a faculty or university level per year. For example, seminar, webinars, training, sport events, bazaar about recycle materials, community outreach, etc. Please select one of the following options:

- [1] 0

- [2] 1 - 5
- [3] 6 – 10
- [4] 11 – 20
- [5] > 20

Evidence is required

6.10. University-run sustainability website (ED.6)

If your university has a sustainability website, please provide the address of the web. Some detailed information on a university website to educate students and staff as well as providing information about their latest involvement on green campus, environment and sustainability programs, sustainability plan, target, achievement will be very useful. Please select the following options:

- [1] Not available
- [2] Website in progress or under construction
- [3] Website is available and accessible
- [4] Website is available, accessible, and updated occasionally
- [5] Website is available, accessible, and updated regularly

6.11. Sustainability website address (URL) if available

Please provide your university sustainability link/website (URL).

6.12. Sustainability report (ED.7)

Please provide a sustainability report. Sustainability report content could be based on SDGS report or UI GreenMetric questionnaire indicators. The report should at least describe vision, strategy, policy, programs and implementation in your university. Specific information on target and achievement is preferable.

Please select the following options:

- [1] Not available
- [2] Sustainability report is in preparation
- [3] Available but not publicly accessible
- [4] Sustainability report is accessible and published occasionally
- [5] Sustainability report is accessible and published annually

Evidence is required

6.13. Sustainability report link address (URL) if available

Please provide your university sustainability report link (URL).

6.14. Number of cultural activities on campus (ED.8)

The fact that 'green' facilities in campus are accessible for public, such as during cultural activities, indicates wider impact of green campus' existence to its surroundings. Activities can be related to those that have an impact on sustainability, and evidence can be in the form of a table or a list of activities. Please provide the total number of cultural activities on campus (i.e., Cultural Festival, theater, music performance, exhibition, etc.). Please select the following options:

- [1] None
- [2] 1 - 3 events per year
- [3] 4 - 6 events per year
- [4] 7 - 10 events per year
- [5] More than 10 events per year

Evidence is required

6.15. Number of university sustainability program(s) with international collaborations (ED.9)

Please provide the total number of university sustainability program(s) with international collaboration. For

example, join research, online course, educational trip, double degree, student-staff exchange, internship, etc. Evidence can include MOU documents, event posters showing the university logo. Please select the following options:

- [1] None
- [2] 1 - 3 programs per year
- [3] 4 - 6 programs per year
- [4] 7 - 10 programs per year
- [5] More than 10 programs per year

Evidence is required

6.16. Number of community services related to sustainability organized by university and involving students (ED.10)

Please provide the total number of sustainability community services projects organized by university and involving students. Please select the following options:

- [1] None
- [2] 1 - 3 projects per year
- [3] 4 - 6 projects per year
- [4] 7 - 10 projects per year
- [5] More than 10 projects per year

Evidence is required

6.17. Number of sustainability-related startups (ED.11)

Please provide the total number of sustainability-related startups initiated and managed by university. You can count any level of startup (profit/non-profit, digital/non-digital, managed by university involving student or not). Evidence can include how long the start-up has been running, its annual revenue, and the number of employees. Please select the following options:

- [1] None
- [2] 1 – 5 startups
- [3] 6 – 10 startups
- [4] 11 – 15 startups
- [5] More than 15 startups

Evidence is required

6.18. Total number of graduates with green jobs (for the last 3 years)

Please state the total number of graduates with green jobs (for the last 3 years). Green jobs are decent jobs that contribute to preserve or restore the environment, be they in traditional sectors such as manufacturing and construction, or in new, emerging green sectors such as renewable energy and energy efficiency. Green jobs help improve energy and raw materials efficiency, limit greenhouse gas emissions, minimize waste and pollution, protect and restore ecosystems, support adaptation to the effects of climate change. Evidence can be in a table or list format, consisting of the year of graduation, industry, and distribution.

Evidence is required

6.19. Availability of units or offices that coordinate or are related to sustainability

Please describe availability of units or offices that coordinate or are related to sustainability on your campus. Evidence can include decree of establishment, structure, duties, and programs in units or office. Please select the following options:

- [1] Ad-hoc / task force
- [2] Unit(s) or office(s) in development
- [3] Unit(s) or office(s) with university leader decree of establishment, structure and duties at early stage
- [4] Unit(s) or office(s) with university leader decree of establishment, structure and duties has been

operational

[5] Unit(s) or office(s) with university leader decree of establishment, structure and duties has been operational and lead the university implementation of sustainability

Evidence is required

6.20. Planning, implementation, monitoring and/or evaluation of university governance through the utilization of Information and Communication Technology (ICT)

Please provide information regarding planning, implementation, monitoring, and/or evaluation of all programs related to education and research, community engagement, reporting, and graduate employability through the utilization of ICT on campus. Please select one of the following options

[1] None

[2] The program is currently in the planning stage

[3] Program has been implemented

[4] Program has been implemented and evaluated

[5] Program has been implemented, evaluated, and is currently revised

Evidence is required

Data submission

1. Please submit the latest yearly (annual) data that you have according to your 12 months data gathering schedule (i.e., for Questions 1.19, 2.6, 2.8) unless otherwise requested.

Evidence Guidelines

This is the seven year we request evidence for the questionnaire. The use of the evidence is to support your data submission when being reviewed by our assessors. For this purpose, please read carefully the following guidance:

1. Evidence is mandatory, except for some questions which can be uploaded. Lack of evidence may result in a declined score.
2. All evidence should comply with the template provided in the website link: <https://s.id/UiGMEvidences>
3. Evidence could be provided as pictures, graphs, tables, data, etc.
4. Please provide a detailed description quantitatively to explain the shown pictures, graphs, tables, and data above.
5. Description of the evidence should be written in English. Please provide English translation for any language other than English.
6. Please be aware and prepare that the maximum file size for the evidence is 2 MB (.doc/.docx/.pdf).

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Appendix 1

Below are how we score your data. Please note that the final score will be based on our validators' review. Details of the scoring are described as follows:

No	Category and Indicator	Point	Score	Weighting
1	Setting and Infrastructure (SI)			15%
SI 1	The ratio of open space area to the total area	200		
	≤ 1%		0.05×200	
	> 1 - 80%		0.25×200	
	> 80 - 90%		0.50×200	
	> 90 - 95%		0.75×200	
	> 95%		1.00×200	
SI 2	Total area on campus covered in forest vegetation	100		
	≤ 2%		0.05×100	
	> 2 - 9%		0.25×100	
	> 9 - 22%		0.50×100	
	> 22 - 35%		0.75×100	
	> 35%		1.00×100	
SI 3	Total area on campus covered in planted vegetation	200		
	≤ 10%		0.05×200	
	> 10 - 20%		0.25×200	
	> 20 - 30%		0.50×200	
	> 30 - 40%		0.75×200	
	> 40%		1.00×200	
SI 4	Total area on campus for water absorption besides the forest and planted vegetation	100		
	≤ 2%		0.05×100	
	> 2 - 10%		0.25×100	
	> 10 - 20%		0.50×100	
	> 20 - 30%		0.75×100	
	> 30%		1.00×100	
SI 5	The total open space area divided by total campus population	200		
	≤ 10 m ² /person		0.05×200	
	> 10 – 20 m ² /person		0.25×200	
	> 20 – 40 m ² /person		0.50×200	
	> 40 – 70 m ² /person		0.75×200	
	> 70 m ² /person		1.00×200	
SI 6	Percentage of university budget for sustainability efforts	200		
	≤ 1%		0.05×200	
	> 1 - 5%		0.25×200	
	> 5 - 10%		0.50×200	
	> 10 - 15%		0.75×200	
	> 15%		1.00×200	
SI7	Percentage of operation and maintenance activities of building in one year period	100		
	≤ 25%		0.05×100	
	> 25 - 50%		0.25×100	
	> 50 - 75%		0.50×100	
	> 75 - 99%		0.75×100	
	100%		1.00×100	
SI8	Campus facilities for disabled, special needs and/or maternity care	100		
	None		0	
	Policy is in place		0.25×100	

	Facilities are in the planning stage		0.50×100	
	Facilities are partially available and operated		0.75×100	
	Facilities exist in all buildings and are fully operated		1.00×100	
SI9	Security and safety facilities	100		
	Passive security system		0	
	Security infrastructure (CCTV, emergency hotline/button) available and fully function		0.25×100	
	Security infrastructure (CCTV, emergency hotline/button, personnel, fire extinguisher, hydrant) available and fully function		0.50×100	
	Security infrastructure available and fully functions and security responding time for accidents, crime, fire, and natural disasters is more than 10 minutes		0.75×100	
	Security infrastructure available and fully functions and security responding time for accidents, crime, fire, and natural disasters is less than 10 minutes		1.00×100	
SI10	Health infrastructure facilities for students, academics and administrative staff's wellbeing	100		
	Health infrastructure (first aid) is not available		0	
	Health infrastructure (first aid, emergency room, clinic and personnel) are available		0.25×100	
	Health infrastructure (first aid, emergency room, clinic and certified personnel) are available		0.50×100	
	Health infrastructure (first aid, emergency room, clinic, hospital and certified personnel) are available		0.75×100	
	Health infrastructure available (first aid, emergency room, clinic, hospital and certified personnel), system and accessible for public		1.00×100	
SI11	Conservation: plant (flora), animal (fauna) or wildlife, genetic resources for food and agriculture secured in either medium or long-term conservation facilities	100		
	Conservation program in preparation		0.05×100	
	Conservation program 1-25% implemented		0.25×100	
	Conservation program 25-50% implemented		0.50×100	
	Conservation program 50-75% implemented		0.75×100	
	Conservation program >75% implemented		1.00×100	
	Total	1500		
2	Energy and Climate Change (EC)			21%
EC 1	Energy efficient appliances usage	200		
	< 1%		0.05×200	
	1 - 25%		0.25×200	
	> 25 - 50%		0.50×200	
	> 50 - 75%		0.75×200	
	> 75%		1.00×200	
EC 2	Smart building implementation	300		
	< 1%		0.05×300	
	1 - 25%		0.25×300	
	> 25 - 50%		0.50×300	
	> 50 - 75%		0.75×300	
	> 75%		1.00×300	
EC 3	Number of renewable energy sources on campus	300		
	None		0	
	1 source		0.25×300	
	2 sources		0.50×300	
	3 sources		0.75×300	
	> 3 sources		1.00×300	

EC 4	Total electricity usage divided by total campus population (kWh per person)	300		
	≥ 2424 kWh		0.05×300	
	> 1535 - 2424 kWh		0.25×300	
	> 633 - 1535 kWh		0.50×300	
	> 279 - 633 kWh		0.75×300	
	< 279 kWh		1.00×300	
EC 5	The ratio of renewable energy production divided by total energy usage per year	200		
	≤ 0.5%		0.05×200	
	> 0.5 - 1%		0.25×200	
	> 1 - 2%		0.50×200	
	> 2 - 25%		0.75×200	
	> 25%		1.00×200	
EC 6	Elements of green building implementation as reflected in all construction and renovation policies	200		
	None		0	
	1 element		0.25×200	
	2 elements		0.50×200	
	3 elements		0.75×200	
	> 3 elements		1.00×200	
EC 7	Greenhouse gas emission reduction program	200		
	None		0	
	Program in preparation		0.25×200	
	Program(s) aims to reduce one out of three scopes emissions		0.50×200	
	Program(s) aims to reduce two out of three scopes emissions		0.75×200	
	Program(s) aims to reduce all three scopes emissions		1.00×200	
EC 8	Total carbon footprint divided by total campus population	200		
	≥ 2.05 metric ton		0.05×200	
	> 1.11 - 2.05 metric ton		0.25×200	
	> 0.42 - 1.11 metric ton		0.50×200	
	> 0.10 - 0.42 metric ton		0.75×200	
	< 0.10 metric ton		1.00×200	
EC 9	Number of innovative program(s) in energy and climate change	100		
	None		0	
	1 program		0.25×100	
	2 programs		0.50×100	
	3 programs		0.75×100	
	More than 3 programs		1.00×100	
EC 10	Impactful university program(s) on climate change	100		
	None		0	
	Program in preparation		0.25×100	
	Provide training, educational materials, seminars/conferences, and activities which are implemented by surrounding communities		0.50×100	
	Provide training, educational materials, seminars/conferences, and activities which are implemented by communities at the national level		0.75×100	
	Provide training, educational materials, seminars/conferences, and activities which are implemented by communities at the international level		1.00×100	
	Total	2100		
3	Waste (WS)			18%
WS 1	3R (Reduce, Reuse, Recycle) program for university's waste	300		
	None		0	
	3R program in preparation		0.25×300	

	3R program 1 – 50% implemented		0.50×300	
	3R program > 50 – 75% implemented		0.75×300	
	3R program > 75% implemented		1.00×300	
WS 2	Program to reduce the use of paper and plastic on campus	300		
	None		0	
	1 - 3 programs		0.25×300	
	4 - 6 programs		0.50×300	
	7 - 10 programs		0.75×300	
	More than 10 programs		1.00×300	
WS 3	Organic waste treatment	300		
	Open dumping		0	
	Partial (1 - 35% treated)		0.25×300	
	Partial (> 35 - 65% treated)		0.50×300	
	Partial (> 65 - 85% treated)		0.75×300	
	Extensive (> 85% treated)		1.00×300	
WS 4	Inorganic waste treatment	300		
	Burned in open		0	
	Partial (1 - 35% treated)		0.25×300	
	Partial (> 35 - 65% treated)		0.50×300	
	Partial (> 65 - 85% treated)		0.75×300	
	Extensive (> 85% treated)		1.00×300	
WS 5	Toxic waste treatment	300		
	Not managed		0	
	Partial (1 - 35% treated)		0.25×300	
	Partial (> 35 - 65% treated)		0.50×300	
	Partial (> 65 - 85% treated)		0.75×300	
	Extensive (> 85% treated) or campus produces a minimum amount of toxic waste		1.00×300	
WS 6	Sewage disposal	300		
	Untreated into waterways		0	
	Treated with preliminary treatment		0.25×300	
	Treated with primary treatment		0.50×300	
	Treated with secondary treatment		0.75×300	
	Treated with tertiary treatment		1.00×300	
	Total	1800		
4	Water (WR)			10%
WR 1	Water conservation program and implementation	200		
	None		0	
	Program in preparation		0.25×200	
	1 - 25% water conserved		0.50×200	
	> 25 - 50% water conserved		0.75×200	
	> 50% water conserved		1.00×200	
WR 2	Water recycling program implementation	200		
	None		0	
	Program in preparation		0.25×200	
	1 - 25% water recycled		0.50×200	
	> 25 - 50% water recycled		0.75×200	
	> 50% water recycled		1.00×200	
WR 3	Water efficient appliance usage	200		
	< 20% of water efficient appliances installed		0.05×200	
	20 - 40% of water efficient appliances installed		0.25×200	
	> 40 - 60% of water efficient appliances installed		0.50×200	
	> 60 - 80% of water efficient appliances installed		0.75×200	
	> 80% of water efficient appliances installed		1.00×200	

WR 4	Consumption of treated water	200		
	None		0	
	1 - 25% treated water consumed		0.25×200	
	> 25 - 50% treated water consumed		0.50×200	
	> 50 - 75% treated water consumed		0.75×200	
	> 75% treated water consumed		1.00×200	
WR 5	Water pollution control in campus area	200		
	Policy and programs for water pollution control are in the designing stage		0.05×200	
	Policy and programs for water pollution control are in the construction stage		0.25×200	
	Policy and programs for water pollution control are in the early implementation stage		0.50×200	
	Policy and programs for water pollution control are fully implemented and monitored occasionally		0.75×200	
	Policy and programs for water pollution control are fully implemented and monitored regularly		1.00×200	
	Total	1000		
5	Transportation (TR)			18%
TR 1	The total number of vehicles (cars and motorcycles) divided by total campus population	200		
	≥ 1		0	
	> 0.5 - 1		0.25×200	
	> 0.125 - 0.5		0.50×200	
	> 0.045 - 0.125		0.75×200	
	< 0.045		1.00×200	
	TR 2	Shuttle services	300	
Possible but not provided by university		0		
Provided (by university or other parties) and regular but not free		0.25×300		
Provided (by university or other parties) and the university contributes a part of the cost		0.50×300		
Provided by university, regular, and free		0.75×300		
Provided by university, regular, and zero emission vehicle. Or shuttle use is not applicable		1.00×300		
TR 3	Zero Emission Vehicles (ZEV) availability on campus	200		
	ZEV are not available		0	
	ZEV use is not possible or practical		0.25×200	
	ZEV are available, but not provided by the university		0.50×200	
	ZEV are available, provided by the university and charged		0.75×200	
	ZEV are available, and provided by the university for free		1.00×200	
TR 4	The total number of Zero Emission Vehicles (ZEV) divided by total campus population	200		
	≤ 0.002		0.05×200	
	> 0.002 - 0.004		0.25×200	
	> 0.004 - 0.008		0.50×200	
	> 0.008 - 0.02		0.75×200	
	> 0.02		1.00×200	
TR 5	The ratio of the ground parking area to total campus area	200		
	> 11%		0	
	> 7 - 11 %		0.25×200	
	> 4 - 7 %		0.50×200	
	> 1 – 4 %		0.75×200	
	< 1%		1.00×200	
TR 6	Program to limit or decrease the parking area on campus for the last 3 years (from 2021 to 2023)	200		

	None		0	
	In preparation		0.25×200	
	Less than 10% decrease in parking area		0.50×200	
	10 - 30% decrease in parking area		0.75×200	
	More than 30% decrease in parking area or parking area reduction reaching its limit		1.00×200	
TR 7	Number of initiatives to decrease private vehicles on campus	200		
	No initiative		0	
	1 initiative		0.25×200	
	2 initiatives		0.50×200	
	3 initiatives		0.75×200	
	> 3 initiatives, or initiative is no longer required		1.00×200	
TR 8	Pedestrian path on campus	300		
	None		0	
	Available		0.25×300	
	Available, and designed for safety		0.50×300	
	Available, designed for safety and convenience		0.75×300	
	Available, designed for safety, convenience, and in some parts provided with disabled-friendly features		1.00×300	
	Total	1800		
6	Education and Research (ED)			18%
ED 1	The ratio of sustainability courses to total courses/subjects	300		
	≤ 1%		0.05×300	
	> 1 - 5%		0.25×300	
	> 5 - 10%		0.50×300	
	> 10 - 20%		0.75×300	
	> 20%		1.00×300	
ED 2	The ratio of sustainability research funding to total research funding	200		
	≤ 1%		0.05×200	
	> 1 - 10%		0.25×200	
	> 10 - 20%		0.50×200	
	> 20 - 40%		0.75×200	
	> 40%		1.00×200	
ED 3	Number of scholarly publications on sustainability	200		
	0		0	
	1 – 20		0.25×200	
	21 – 83		0.50×200	
	84 - 300		0.75×200	
	> 300		1.00×200	
ED 4	Number of events related to sustainability (environment)	200		
	0		0	
	1 - 5		0.25×200	
	6 - 20		0.50×200	
	21 - 50		0.75×200	
	> 50		1.00×200	
ED 5	Number of activities organized by student organizations related to sustainability per year	200		
	0		0	
	1 - 5		0.25×200	
	6 - 10		0.50×200	
	11 - 20		0.75×200	
	> 20		1.00×200	
ED 6	University-run sustainability website	200		
	Not available		0	

	Website in progress or under construction		0.25×200	
	Website is available and accessible		0.50×200	
	Website is available, accessible, and updated occasionally		0.75×200	
	Website is available, accessible, and updated regularly		1.00×200	
ED 7	Sustainability report	100		
	Not available		0	
	Sustainability report is in preparation		0.25×100	
	Available but not publicly accessible		0.50×100	
	Sustainability report is accessible and published occasionally		0.75×100	
	Sustainability report is accessible and published annually		1.00×100	
ED 8	Number of cultural activities on campus	100		
	None		0	
	1 - 3 events per year		0.25×100	
	4 - 6 events per year		0.50×100	
	7 - 10 events per year		0.75×100	
	More than 10 events per year		1.00×100	
ED 9	Number of university sustainability program(s) with international collaborations	100		
	None		0	
	1 - 3 programs per year		0.25×100	
	4 - 6 programs per year		0.50×100	
	7 - 10 programs per year		0.75×100	
	More than 10 programs per year		1.00×100	
ED 10	Number of community services related to sustainability organized by university and involving students	100		
	None		0	
	1 - 3 projects per year		0.25×100	
	4 - 6 projects per year		0.50×100	
	7 - 10 projects per year		0.75×100	
	More than 10 projects per year		1.00×100	
ED 11	Number of sustainability-related startups	100		
	None		0	
	1 – 5 startups		0.25×100	
	6 – 10 startups		0.50×100	
	11 – 15 startups		0.75×100	
	More than 15 startups		1.00×100	
	Total	1800		
	TOTAL	10000		

Note : Light green indicates new questions introduced in 2024

Appendix 2

List of Campus Building Maintenance Classification

No	Classification	Description	Example
1	Preventive Maintenance	Routine maintenance tasks performed to prevent equipment failures and extend the lifespan of building systems	Regular inspections, filter replacements, lubrication of moving parts, and scheduled servicing of HVAC systems
2	Corrective Maintenance	Reactive maintenance tasks performed to correct issues as they arise	Repairing broken windows, fixing leaks, replacing burnt-out light bulbs, and addressing plumbing issues
3	Predictive Maintenance	Maintenance activities based on the analysis of data and condition monitoring to predict and prevent potential failures	Using sensors to monitor equipment performance, vibration analysis, thermal imaging, and data analytics to predict failures
4	Routine Maintenance	Regular, often daily or weekly, maintenance tasks that ensure the smooth operation and cleanliness of campus buildings	Daily cleaning of common areas, trash removal, minor repairs, and upkeep of landscaping
5	Emergency Maintenance	Urgent maintenance tasks performed in response to unexpected breakdowns or safety hazards that require immediate attention	Responding to power outages, fixing burst pipes, addressing structural damage after a storm, and handling fire safety system malfunctions
6	Deferred Maintenance	Maintenance tasks that are postponed due to budget constraints, resource limitations, or scheduling issues	Delaying roof replacements, postponing major HVAC overhauls, or deferring renovation projects
7	Sustainable Maintenance	Maintenance activities focused on sustainability and energy efficiency to reduce environmental impact	Installing energy-efficient lighting, using eco-friendly cleaning products, implementing recycling programs, and managing water usage
8	Capital Maintenance	Large-scale maintenance projects that involve significant investments and are often planned and budgeted for in advance	Major renovations, building system upgrades, structural repairs, and infrastructure improvements
9	Seasonal Maintenance	Maintenance tasks specific to certain times of the year to prepare buildings for seasonal changes	Winterizing HVAC systems, inspecting roofs and gutters in the fall, and preparing air conditioning systems for summer
10	Compliance Maintenance	Maintenance activities conducted to ensure compliance with legal, safety, and regulatory standards	Fire safety inspections, elevator certifications, ADA compliance upgrades, and environmental health checks
11	Custodial Maintenance	Daily cleaning and janitorial tasks that maintain the cleanliness and hygiene of campus buildings	Cleaning restrooms, mopping floors, vacuuming carpets, and sanitizing surfaces
12	Technical Maintenance	Specialized maintenance tasks that require technical knowledge and skills.	Calibrating laboratory equipment, maintaining IT infrastructure, and servicing specialized machinery in research facilities
13	Grounds Maintenance	Maintenance tasks focused on the outdoor areas and landscaping of the campus.	Lawn care, tree trimming, irrigation system maintenance, and snow removal.
14	Building Services Maintenance	Maintenance of essential building services and utilities	Plumbing, electrical systems, heating, ventilation, air conditioning (HVAC), and elevator maintenance

Adapted from 'Building Maintenance 1 Course – Baze University' by Mubarak Reme Ibrahim; 'Building Maintenance: How to Keep Your Property in Prime Condition' by Caroline Eisner

Note: Please classify the operation and maintenance procedure conducted in your university.

Appendix 3

List and Description of Smart Building Requirements

Field		Requirement		Description
B	Automation	B1	BMS	Presence of Building Management System (BMS)/Building Information Modelling (BIM)/Building Automation System (BAS)/Facility Management System (FMS) (recommended requirement)
		B2	APP	Interactive support for users via APP or online service
S	Safety	S1	Intruder Alarm System	Intruder alarm system (recommended: interfaced with BMS)
		S2	Fire-fighting	Fire-fighting system (recommended: interfaced with BMS)
		S3	Video surveillance	Video surveillance system (recommended: interfaced with BMS)
		S4	Anti-flooding	Anti-flooding system (recommended: interfaced with BMS)
E	Energy	E1	Monitoring	Automatic acquisition and logging system of energy consumption (recommended: interfaced with BMS)
		E2	Management	Automatic management system for energy supplies and production (recommended: interfaced with BMS)
A	Water	A1	Monitoring	Automatic acquisition and logging system of water consumption (recommended: interfaced with BMS)
		A2	Recovery	Rainwater recovery system for covering the flushing and irrigation
I	Indoor environment	I1	Thermal comfort	Monitoring (recommended: interfaced with BMS) of environmental parameters related to thermo-hygrometric comfort (i.e. air temperature, relative humidity, air velocity, etc.)
		I2	Air quality	Monitoring (recommended: interfaced with BMS) of pollutants (i.e. VOC, PM, CO ₂ ...)
		I3	Real-time	Programming and management in real time according to the occupancy profile of the premises (recommended: interfaced with BMS)
		I4	Passive system	Passive cooling and/or exploitation/limitation systems for free supplies
L	Lighting	L1	LEDs	High-efficiency luminaires (LEDs)
		L2	Sensors	Automatic lighting control (recommended: presence/illuminance sensors interfaced with BMS)
		L3	Shielding	Shielding adjustment and solar control
		L4	Natural light	Passive systems for natural light exploitation

Note:

Please state the Building Management System (BMS)/Building Information Modelling (BIM)/Building Automation System (BAS)/Facility Management System (FMS) used in your university

Adapted from 'UI GreenMetric 2018: Energy and Climate Change Guidelines for Compilation', by RUS Energia, 2019.

Appendix 4

Calculation of Carbon Footprint Per Year

The Carbon footprint calculation can be conducted based on the stage of calculation as stated in www.carbonfootprint.com, which is the sum of electricity usage per year and transportation per year.

a. Electricity usage per year (EC 2.7)

The CO₂ emission from electricity
 = (electricity usage per year in kWh/1000) x 0.84
 = (1633286 kWh/1000) x 0.84
 = 1371.96 metric tons

Notes:

Electricity usage per year= 1633286 kWh

0.84 is the coefficient to convert kWh to metric tons (source: www.carbonfootprint.com)

b. Transportation per year (Shuttle) (TR 5.6)

= (Number of the shuttle bus in your university x total trips for shuttle bus service each day x approximate travel distance of a vehicle each day inside campus only (in kilometers) x 240/100) x 0.01
 = ((15 x 150 x 5 x 240)/100) x 0.01
 = 270 metric tons

Notes:

240 is the number of working days per year

0.01 is the coefficient (source: www.carbonfootprint.com) to calculate the emission in metric tons per 100 km for bus

c. Transportation per year (Car) (TR 5.2)

= (Number of cars entering your university x 2 x approximate travel distance of a vehicle each day inside campus only (in kilometers) x 240/100) x 0.02
 = ((2000 x 2 x 5 x 240)/100) x 0.02
 = 960 metric tons

Notes:

240 is the number of working days per year

0.02 is the coefficient (source: www.carbonfootprint.com) to calculate the emission in metric tons per 100 km car

d. Transportation per year (Motorcycle) (TR 5.3)

= (Number of motorcycle entering your university x 2 x approximate travel distance of a vehicle each day inside campus only (in kilometers) x 240/100) x 0.01
 = ((4000 x 2 x 5 x 240)/100) x 0.01
 = 960 metric tons

Notes:

240 is the number of working days per year

0.01 is the coefficient (source: www.carbonfootprint.com) to calculate the emission in metric tons per 100 km for motorcycle

e. Total emission per year

= total emission from electricity usage + transportation (bus, car, motorcycle)
 = 1371.96 + (270 + 960 + 960)
 = 3561.96 metric tons

Notes:

2000 and **4000** is an example of the number of cars and motorcycles, respectively. **5** is an example of the approximate travel distance. Please provide based on your own data

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