UNIVERZITA KARLOVA

Action Plan for the Implementation of the

CU Sustainable Development Strategy: Towards Sustainability 2030

between 2023 and 2024

1. Key Areas of Development of Charles University: Measures for 2023–2024

To implement the *CU Sustainable Development Strategy: Towards Sustainability 2030* (hereinafter referred to as the 'Strategy') between 2023 and 2024, Charles University (hereinafter referred to as 'CU') will focus on specific measures (Table 1), which were selected not only due to there being a need for them or due to them addressing urgent issues, but also as a result of the proactive approach of the individual units of CU and the university's financial resources and staff. The Action Plan (hereinafter referred to as the 'AP'), which reflects the structure of the Strategy, elaborates on the individual steps leading to the implementation of the given measures, sets out their implementation schedule, assigns responsible persons (the 'guarantor' is responsible for the implementation of the given measure), proposes funding solutions and indicators for the achievement of the sub-objectives CU as a whole wants to achieve. Monitoring and reporting on the implementation of the activities in this AP will take place in accordance with the given two-year timeframe (see I. a. ii. for details). Issues and sub-objectives not covered in this AP will be addressed in forthcoming APs or reflected in their assessment.

Table 1: Overview of the measures of the Action Plan 2023–2024 in the context of the CU Sustainable Development Strategy structure (measures for the implementation of sub-objectives in this period are highlighted in green).

Measures in the context of the CU Sustainable Development Strategy structure	Pg.
Key Area I. Management and organization	
Objective: effective management and organization of the CU's operations in line with the principles of sustainable development	
a. Sustainable development management at Charles University	
i. Cooperation, communication and raising awareness within CU	
Sub-objective: utilizing existing and newly created structures to ensure efficient communication and cooperation as well as raise awareness of sustainable development within CU, organizing awareness-raising activities in all Administration and Operation areas (Energy and emissions; Construction and reconstruction; Water, greenery, and ecosystem services; Waste and the circular economy; Mobility; Food services) in order to raise awareness and reduce any negative impact on the environment and society at the CU level	
Measures to meet the sub-objective: • **Promoting and raising awareness of sustainable development across CU** • **Getting involved in the centralized development program of the UNILEAD II project and implementing relevant recommendations and measures (focus on student and staff involvement)** • **Creating a system of "CU Sustainable Development Coordinators" at the individual faculties and units of CU** • **Establishing expert working groups for the "Administration and Operation" area** • **Promoting sustainable development through student associations** • **Promoting sustainable development through student competitions**	6 7
ii. Strategic documents and reporting on progress in sustainable development	
Sub-objective: implementing the set measures, regularly monitoring CU's progress in the field of sustainable development, updating the Strategy every 5 years (max.), and evaluating the outcomes in 2023	
Measures to meet the sub-objective: • **Monitoring and reporting on the implementation of the CU Sustainable Development Strategy** • **Creating a repository of ideas and suggestions for sustainable development** • **Getting involved in the centralized development program of the UNILEAD II project – the "Strategy" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	8 (6)
iii. Consistency with other strategic documents	

Sub-objective: ensuring that other CU strategic documents (that are either in preparation or regularly updated) are in line with the Strategy and that they take into account sustainable development where relevant	
Measures to meet the sub-objective: • **Updating the CU Responsible Procurement Strategy in 2023**	**9**
iv. Funding	
Sub-objective: securing funding from verifiably ethical internal or external sources (EU projects and government programs, verified foundations and donors, etc.) to fund activities that will support sustainable development at CU, and seeking to reinvest any financial savings in the area of sustainable development to further support sustainable projects in the long term	

b. Responsible purchasing	
Sub-objective: applying the principles of responsible public procurement to CU's procurement and purchasing (this topic is addressed in CU's Responsible Procurement Strategy)	
Measures to meet the sub-objective: • **Updating the CU Responsible Procurement Strategy in 2023** • **Getting involved in the centralized development program of the UNILEAD II project – the "Responsible Purchasing" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**9** (6)
c. Equal opportunities, student and staff wellbeing	
Sub-objective: ensuring equal opportunities and promoting the well-being of CU students and staff (this topic is addressed and other specific objectives are set out primarily in the CU Equal Opportunities Plan and other sub-documents)	
Key Area II. Administration and Operation	
Goal: reducing environmental footprint, achieving sustainable operation and management at CU, i.e., a socially and environmentally responsible approach to the university's activities	
a. Energy and emissions	
i. Energy management	
Sub-objective: implementing energy management at CU as a whole	
Measures to meet the sub-objective: • **Mapping out the current state of energy management at CU, ensuring professional capacity** • **Getting involved in the centralized development program of the UNILEAD II project – the "Energy Management, Green Construction and Sustainable IT" working groups – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**9** (6)
ii. Greenhouse gas emissions	
Sub-objective: monitoring and reducing GHG emissions at CU (according to ISO 14064 or GHG Protocol), gradually achieving carbon neutrality – by 2050 at the latest	
Measures to meet the sub-objective: • **Determining Scope 1 and Scope 2 emissions for CU (for 2022) and preparing for determining Scope 3 emissions in the future** • **Getting involved in the centralized development program of the UNILEAD II project – the "Energy Management, Green Construction and Sustainable IT" working groups – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**9** (6)
iii. IT infrastructure and computerization/digitization	
Sub-objective: introduce IT infrastructure management and support computerization/digitalization at CU (reducing energy and paper consumption, etc.)	
Measures to meet the sub-objective: • **Getting involved in the centralized development program of the UNILEAD II project – the "Energy Management, Green Construction and Sustainable IT" working groups – and implementing relevant recommendations and measures (see Measure I. a. i.)**	(6)
b. Construction and reconstruction	
i. Building reconstruction and construction	
Sub-objective: taking environmental aspects into account in constructing new buildings and reconstructing existing buildings (reducing energy consumption, using renewable energy sources, engaging in passive and gradually also active construction in terms of greenhouse gas emissions, green roofs, preventing bird-window collisions, using secondary raw materials in construction and reconstruction, etc.), introducing certification according to the applicable standards	

Measures to meet the sub-objective: • **Pilot EPC study for the Centrum Krystal building** • **Getting involved in the centralized development program of the UNILEAD II project – the "Energy Management, Green Construction and Sustainable IT" working groups – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**10** (6)
c. Water, greenery and ecosystem services (incl. biodiversity support)	
i. Water management	
<u>Sub-objective:</u> implementing water management at CU (potable, grey, and rainwater)	
Measures to meet the sub-objective: • **Getting involved in the centralized development program of the UNILEAD II project – the "Water and Biodiversity" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	(6)
ii. Management of water areas, green areas and greenery	
<u>Sub-objective:</u> introducing management of water areas, green areas and green spaces at CU to support ecosystem services (biodiversity support and restoration, stormwater retention, recreation and leisure services, community gardens)	
Measures to meet the sub-objective: • **Getting involved in the centralized development program of the UNILEAD II project – the "Water and Biodiversity" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	(6)
iii. Inventory of impact on biodiversity and ecosystem services	
<u>Sub-objective:</u> mapping out the impact of CU operations and purchases on biodiversity and ecosystem services at a global scale and designing effective interventions to reduce impact	
Measures to meet the sub-objective: • **Getting involved in the centralized development program of the UNILEAD II project – the "Water and Biodiversity" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	(6)
d. Waste and the circular economy	
i. Waste monitoring	
<u>Sub-objective:</u> mapping out CU's waste streams	
Measures to meet the sub-objective: • **Carrying out a baseline analysis of biodegradable waste management at CU's Dormitories and Refectories**	**10**
ii. Waste prevention, sorting and further processing	
<u>Sub-objective:</u> managing waste in accordance with the principles of the circular economy, developing and streamlining the waste sorting system (including biodegradable waste of plant and animal origin), introducing waste prevention measures at CU	
Measures to meet the sub-objective: • **Improving the efficiency of the biodegradable waste management system at CU's Dormitories and Refectories** • **Preventing waste at CU's Dormitories and Refectories** • **Streamlining the waste sorting system at CU's Dormitories and Refectories** • **Getting involved in the centralized development program of the UNILEAD II project – the "Waste" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**10** **11** (6)
e. Mobility	
i. Business and study trips (especially abroad)	
<u>Sub-objective:</u> setting up measures to reduce the environmental footprint of business and study travel of CU staff and students, especially when traveling longer distances	
Measures to meet the sub-objective: • **Mapping out the options for setting up support for more environmentally friendly modes of transport for business and study trips** • **Getting involved in the centralized development program of the UNILEAD II project – the "Mobility" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**11** (6)
ii. School/work commute	
<u>Sub-objective:</u> setting up measures to encourage the use of more environmentally friendly modes of transport for travel to school or work by CU students and staff	

Measures to meet the sub-objective: • **Carrying out an analysis of the means of transport used when travelling to school/work** • **Promoting commuting to school/work by bike, scooter, etc.** • **Getting involved in the centralized development program of the UNILEAD II project – the "Mobility" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**12** (6)
iii. Vehicle fleet and infrastructure	
Sub-objective: greening the CU vehicle fleet, gradually transitioning to clean mobility (low or zero emission forms of transport), supporting infrastructure for clean mobility at CU	
Measures to meet the sub-objective: • **Setting up criteria to favor low-emission vehicles in responsible public procurement** • **Getting involved in the centralized development program of the UNILEAD II project – the "Mobility" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**12** (6)
f. Food services	
i. Sustainable foods and menus	
Sub-objective: offering sustainable food services to CU students and staff (at CU as well as subcontracted facilities: refectories, cafeterias, buffets, vending machines, kitchenettes, shared spaces, etc.), gradually reducing the environmental footprint of CU's food services	
Measures to meet the sub-objective: • **Providing training to the cooks at CU Dormitories and Refectories** • **Introducing vegetarian and vegan meals at CU refectories** • **Getting involved in the centralized development program of the UNILEAD II project – the "Food Services" working group – and implementing relevant recommendations and measures (see Measure I. a. i.)**	**13** (6)
Key Area III. Education, science and research	
Goal: strengthening the position of sustainable development in education, science and research	
a. Educational activities	
Sub-objective: integrating sustainable development and its sub-topics into CU's course offerings, degree programs, lifelong learning programs and educational activities (e.g., compulsory and elective courses, lifelong learning courses on sustainable development/ESG/CSR topics, educational and awareness-raising activities of associations, etc.)	
Measures to meet the sub-objective: • **Mapping out the baseline of sustainable development in education at CU**	**13**
b. Creative activities	
Sub-objective: supporting research, development and innovation in the area of sustainable development at Charles University (basic and applied research projects, student theses supervision, publishing activities, etc.)	
Key Area IV. Third role and external cooperation	
Objective: contributing to current societal developments and disseminating the latest scientific findings and values in the field of sustainable development, including the application of results in practice	
a. The third role of CU	
Sub-objective: popularizing science and research in the field of sustainable development at the Charles University	
Measures to meet the sub-objective: • **Organizing events dealing with sustainable development**	**13**
b. External cooperation and communication (strategic partnerships)	
Sub-objective: CU's cooperation in the field of sustainable development with other universities and sustainable development actors in the Czech Republic and abroad	
Measures to meet the sub-objective: • **Expanding the Czech SDSN** • **Promoting participation in existing networks in the field of sustainable development** • **Supporting educational media and platforms on sustainable development** • **Getting involved in the centralized development program of the UNILEAD II project and implementing relevant recommendations and measures (see Measure I. a. i.)**	**14** (6)

I. Management and organization

I. a. i. Cooperation, communication and raising awareness within CU

Measures to meet the sub-objective:

- *Promoting and raising awareness of sustainable development across CU*
  - *Description:* updating and upgrading the "Sustainable Development at Charles University" website, promotional and awareness-raising activities on the topic of sustainable development at CU in the form of online news articles, social network posts or articles in the university magazine Forum (the target group are CU students and staff), the "Sustainable CU" podcast
  - *Time horizon:* at least three promotional/awareness-raising activities to be carried out in each semester of 2023 and 2024
  - *Responsible persons:* the Sustainable Development Manager (guarantor), member of the Rector's Board for Social Affairs and Sustainable Development, CU Department of External Relations, sustainable development coordinators
  - *Funding:* CU budget (existing staff)
  - *Indicators of achievement:* at least 12 news articles on the "Sustainable Development at Charles University" website, i.e., at least 3 news articles published in each semester of 2023 and 2024, at least one article published on the topic of sustainable development in the university magazine Forum (electronic or printed), 1 podcast episode every month

- *Getting involved in the centralized development program of the UNILEAD II project and implementing relevant recommendations and measures (focus on student and staff involvement)*
  - *Description:* getting relevant CU staff involved in the working groups of the UNILEAD II project,[1] which focuses on the sustainable development of Czech public universities, with expected involvement in three horizontal topics (Responsible Purchasing; Strategy; Marketing and Communication) and five operational topics (Waste; Water and Biodiversity; Food Services; Energy Management, Green Construction and Sustainable IT; Sustainable Mobility); implementing relevant recommendations and measures at CU that will be based on the work of UNILEAD II expert groups and any subsequent follow-up projects
  - *Time horizon:* 2023 (2024 – expected to be continued by UNILEAD III)
  - *Responsible persons:* CU project coordinators from the CU Environment Center (hereinafter referred to as the 'EC') (guarantor in 2023), the Sustainable Development Manager, a member of the Rector's Board for Social Affairs and Sustainable Development, relevant staff
  - *Funding:* centralized development program of the UNILEAD II project
  - *Indicators of achievement:* documented active participation in working groups (e.g., Food Services guarantor, active participation in training and workshops in 2023, potentially also in 2024)

- *Creating a system of "CU Sustainable Development Coordinators" at the individual faculties and units of CU*

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[1] The UNILEAD II (University Leaders in SDGs) project is coordinated by Masaryk University, involves 25 Czech public universities – including CU –, is funded by the Ministry of Education as a centralized development project, and runs in 2023. This year, the consortium focuses on student and staff engagement and communication on sustainable development of universities.

- o ***Description:*** internal network of CU staff from individual faculties and units who are interested in the topic of sustainable development and who will be in regular contact with the Sustainable Development Manager to support the implementation of the AP
- o ***Time horizon:*** approach deans of faculties and directors of units to nominate a coordinator (after approaching potential coordinators and asking them to participate) by the end of the first half of 2023, establish communication channels for the operation of the network by the end of 2024
- o ***Responsible persons:*** the Sustainable Development Manager (guarantor), a member of the Rector's Board for Social Affairs and Sustainable Development, deans of faculties and directors of CU units, staff
- o ***Funding:*** CU budget
- o ***Indicators of achievement:*** list of CU sustainable development coordinators, indicating their specific involvement as part of the AP assessment

- • ***Establishing expert working groups for the "Administration and Operation" area***
  - o ***Description:*** to take into account current scientific findings and reflections from practice, a working group (hereinafter referred to as 'WG') will be established for each area of CU Administration and Operation to address the given topic in an expert manner (i.e., 1. Energy and emissions; 2. Construction; 3. Water, greenery and ecosystem services; 4. Waste and the circular economy; 5. Mobility; and 6. Food services). Each WG will be involved in the assessment and preparation of the AP and the update of the Strategy, with the groups involving both CU researchers and teachers as well as staff from relevant departments or other parts of CU
  - o ***Timeframe:*** approach relevant CU staff in 2023 and ask them to participate in the WGs, engage interested parties in the implementation of the AP, establish communication channels for the operation of the WGs by the end of 2024, and engage them in the assessment of the AP for 2023–2024 and the preparation of the AP for 2025–2026
  - o ***Responsible persons:*** the Sustainable Development Manager (guarantor), a member of the Rector's Board for Social Affairs and Sustainable Development, the bursar, Vice-Rector for Strategic Cooperation and Development, Vice-Rector for International Affairs, staff
  - o ***Funding:*** centralized development program of the UNILEAD II project (in 2023) and subsequent follow-up projects or CU budget
  - o ***Indicators of achievement:*** list of members of the WGs (including their guarantors), at least one WG meeting (with minutes) per semester (the first, inaugural, meeting to take place in the second half of 2023), reflections on the specific activities of each WG will be part of the assessment of the AP

- • ***Promoting sustainable development through student associations***
  - o ***Description:*** cooperation and participation of CU student associations and initiatives developing activities in the field of sustainable development
  - o ***Time horizon:*** map out associations across the university by the end of 2023, motivate, support and initiate their involvement in sustainable development in 2023–2024
  - o ***Responsible persons:*** the Sustainable Development Manager (guarantor), students, a member of the Rector's Board for Social Affairs and Sustainable Development, sustainable development coordinators
  - o ***Funding:*** CU budget (financial assistance for the operation associations can be obtained from the association fund)

- o **Indicators of achievement:** publicly available list/overview of CU student associations, initiatives, etc., reflections on specific cooperation and involvement will be part of the AP assessment

- **Promoting sustainable development through student competitions**
  - o **Description:** a new competition will be launched for students to submit their own proposals for projects in the field of sustainable development at CU, and the selected projects will receive financial support to be implemented
  - o **Time horizon:** come up with the criteria of the competition by the end of May 2023, announce and evaluate the first round of the competition by the end of 2023 (if the competition proves successful, hold it annually)
  - o **Responsible persons:** the Sustainable Development Manager (guarantor), students, a member of the Rector's Board for Social Affairs and Sustainable Development, members of the expert committee appointed by the rector
  - o **Funding:** CU budget
  - o **Indicators of achievement:** implementation of at least one round of the competition

I. a. ii. Strategic documents and reporting on progress in sustainable development

Measures to meet the sub-objective:

- **Monitoring and reporting on the implementation of the CU Sustainable Development Strategy**
  - o **Description and steps:** the APs will be assessed annually, each assessment will be published at the end of each application period, and a follow-up AP for 2025–2026 will be prepared – both documents will be available on CU's website
  - o **Time horizon:** internal assessment of the implementation of AP 2023–3024 for 2023 (i.e., by the end of 2023, an overview of the sustainable-development activities carried out to implement this AP will be written up), overall assessment of the AP in the fourth quarter of 2024, the results of which will be compiled into a summary report ("Report on CU's Path to Sustainability 2023–2024") and published in the first quarter of 2025 on CU's website, preparation of AP 2025–2026 following the assessment of the previous AP in the fourth quarter of 2024 – to be published no later than the second quarter of 2025
  - o **Responsible persons:** the Sustainable Development Manager (guarantor), a member of the Rector's Board for Social Affairs and Sustainable Development, the bursar, the rector, sustainable development coordinators
  - o **Funding:** CU budget
  - o **Indicators of achievement:** summary report containing the assessment of AP 2023–2024 ("Report on CU's Path to Sustainability 2023–2024") and a new AP for 2025–2026 publicly available on CU's website no later than June 2025

- **Creating a repository of ideas and suggestions for sustainable development**
  - o **Description and steps:** a repository of suggestions and ideas in the field of sustainable development will be created, sourced primarily from CU students and staff
  - o **Time horizon:** create the Repository of Ideas and Suggestions in the spring of 2023 that will contain ideas that are not already a part of this AP and that can be used for inspiration, implemented or included in the forthcoming AP in accordance with the Strategy, regular updates and collection of suggestions in 2023–2024
  - o **Responsible persons:** the Sustainable Development Manager (guarantor), a member of the Rector's Board for Social Affairs and Sustainable Development, staff, students
  - o **Funding:** CU budget

- o *Indicators of achievement:* summary, regularly updated, table with suggestions accessible to students and university staff, a mechanism in place for collecting suggestions

I. b.   Responsible purchasing

Measures to meet the sub-objective:

- *Updating the CU Responsible Procurement Strategy in 2023*
  - o *Description:* updating of the CU Responsible Procurement Strategy (hereinafter referred to as 'RP Strategy') by the CU Public Procurement Department, getting the Sustainable Development Manager involved in the update of the RP Strategy and ensuring compliance with the Strategy
  - o *Time horizon:* 2023
  - o *Responsible persons:* Head of the CU Public Procurement Department (guarantor), CU Public Procurement Department staff, the Sustainable Development Manager, a member of the Rector's Board for Social Affairs and Sustainable Development, relevant staff
  - o *Funding:* CU budget (existing staff)
  - o *Indicators of achievement:* updated RP Strategy available on the CU website by the end of 2023

II.   Administration and Operation

II. a. i. Energy management

Measures to meet the sub-objective:

- *Mapping out the current state of energy management at CU, ensuring professional capacity*
  - o *Description:* securing an in-house or external energy management expert / energy specialist who will, objectively and professionally, map out and evaluate the situation at CU and propose the next steps in cooperation with CU management
  - o *Time horizon:* 2023 (2024 – to be continued according to expert recommendation)
  - o *Responsible persons:* the bursar (guarantor), the Sustainable Development Manager, a member of the Rector's Board for Social Affairs and Sustainable Development, relevant staff
  - o *Funding:* CU budget
  - o *Indicators of achievement:* summary report on the current status of energy audits across the university, recommendations for further action (defined terms of reference for a tender for a quality energy audit contractor)

II. a. ii. Greenhouse gas emissions

Measures to meet the sub-objective:

- *Determining Scope 1 and Scope 2 emissions for CU (for 2022) and preparing for determining Scope 3 emissions in the future*
  - o *Description:* carrying out data collection and calculating CU's 2022 greenhouse gas emissions, i.e., its carbon footprint, for Scope 1 and 2 emissions, preparing the basis for Scope 3 measurements in the following years, setting up a system for monitoring CU's carbon footprint over time
  - o *Time horizon:* 2023–2024

- o ***Responsible persons:*** expert on energy management – see II. a. i. (guarantor), the Sustainable Development Manager, staff of the EC, a member of the Rector's Board for Social Affairs and Sustainable Development, the bursar
- o ***Funding:*** CU budget
- o ***Indicators of achievement:*** central collection of data from all faculties and units needed to calculate CU's greenhouse gas emissions for 2022 in the Scope 1 and Scope 2 categories (e.g., data on energy consumption, energy purchases, CU vehicle fleet and its use, etc.) by mid-2024, calculation and publishing of CU's carbon footprint for 2022 in the Scope 1 and Scope 2 categories (expressed in CO_2 equivalents) and initiation of preparations for the collection of the underlying data necessary for the calculation of Scope 3 emissions and the setup of monitoring over time (clarification of what data will be relevant for CU and how it will be centrally collected and published in the following years) by the end of 2024

II. b. i. Building reconstruction and construction

Measures to meet the sub-objective:

- ***Pilot EPC study for the Centrum Krystal building***
  - o ***Description:*** analyzing the suitability of CU's EPC method for energy savings at the center and, based on the results, making appropriate structural and organizational modifications to the center using an EPC method in the following period to further reduce the energy consumption of the building
  - o ***Time horizon:*** 2023
  - o ***Responsible persons:*** the bursar (guarantor), relevant staff of Centrum Krystal and the EC, the Sustainable Development Manager, a member of the Rector's Board for Social Affair, and Sustainable Development, management of Centrum Krystal
  - o ***Funding:*** CU budget, Ministry of Industry and Trade grants
  - o ***Target achievement indicators:*** final analysis of the suitability of the center's EPC method with an assessment of energy saving options at Centrum Krystal and, if the analysis has a positive outcome, issuing a call for tender for the selection of an energy service provider with guaranteed results (ESCO)

II. d. i. Waste monitoring
Measures to meet the sub-objective:

- ***Carrying out a baseline analysis of biodegradable waste management at CU's Dormitories and Refectories***
  - o ***Description:*** mapping out the flows of biodegradable waste (i.e., biodegradable waste of plant origin suitable for composting, or biodegradable waste from kitchens and refectories, so called gastro waste) at CU's Dormitories and Refectories.
  - o ***Time horizon:*** 2023
  - o ***Responsible persons:*** the Sustainable Development Manager (guarantor), CU's Dormitories and Refectories, the bursar
  - o ***Funding:*** CU budget
  - o ***Indicators of achievement:*** analysis of the current situation, which will serve as a basis for defining the next steps

II. d. ii. Waste prevention, sorting and further processing

Measures to meet the sub-objective:

- ***Improving the efficiency of the biodegradable waste management system at CU's Dormitories and Refectories***
  - ***Description:*** improving the system of collecting and preventing biodegradable waste (i.e., biodegradable waste of plant origin suitable for composting, or biodegradable waste from kitchens and refectories, so called gastro waste) at CU
  - ***Time horizon:*** 2024
  - ***Responsible persons:*** CU's Dormitories and Refectories (guarantor), the Sustainable Development Manager, relevant staff
  - ***Funding:*** CU's Dormitories and Refectories budget, CU budget
  - ***Indicators of achievement:*** more biodegradable waste sorting bins, installation of composters and proper usage of produced compost, establishment of cooperation with non-profit organizations that specialize in the theory and practice behind biodegradable waste management

- ***Preventing waste at CU's Dormitories and Refectories***
  - ***Description:*** CU's Dormitories and Refectories will introduce returnable packaging to its practice (e.g., REkrabička, REkelímek) so clients can enjoy fresh food or drink without unnecessary waste
  - ***Time horizon:*** 2023–2024
  - ***Responsible persons:*** CU's Dormitories and Refectories (guarantor), the Sustainable Development Manager, the bursar, relevant staff
  - ***Funding:*** CU's Dormitories and Refectories budget, CU budget
  - ***Indicators of achievement:*** returnable packaging system implemented across refectories, CU dispensaries, etc.

- ***Streamlining the waste sorting system at CU's Dormitories and Refectories***
  - ***Description:*** providing sets of bags for sorting waste to students of Charles University – the project aims to promote sorting waste in the dormitories, to motivate students to sort waste, especially by making the process easier for them, and is currently in place at the 17. listopadu dormitory (the idea came from the mind of CU's Faculty of Arts student Tomáš Rábek)
  - ***Time horizon:*** 2023
  - ***Responsible persons:*** CU's Dormitories and Refectories (guarantor), the Sustainable Development Manager, relevant staff
  - ***Funding:*** CU budget
  - ***Indicators of achievement:*** a set of bags for sorting waste available for each CU dorm unit

II. e. i. Business and study trips (especially abroad)

Measures to meet the sub-objective:

- ***Mapping out the options for setting up support for more environmentally friendly modes of transport for business and study trips***
  - ***Description:*** mapping out the options for setting up support for the selection of transport with a lower environmental impact during business and study trips of CU staff and students
  - ***Time horizon:*** 2023

- o **Responsible persons:** the Sustainable Development Manager (guarantor), a member of the Rector's Board for Social Affairs and Sustainable Development, relevant staff
- o **Funding:** CU budget (existing staff)
- o **Indicators of achievement:** a document with a set of possible measures to promote more environmentally friendly business and study travel, particularly over longer distances

II. e. ii. School/work commute

Measures to meet the sub-objective:

- **Carrying out an analysis of the means of transport used when travelling to school/work**
  - o **Description:** a questionnaire survey will be carried out among CU students and staff on their choice of means of transport when travelling to school/work (a modified existing questionnaire of the EC used in an ongoing research project supported by the Technology Agency of the Czech Republic, suitable for CU needs, will be used)
  - o **Time horizon:** modification of the questionnaire and preparation of recruitment strategy in the summer of 2023, survey to be carried out in the fall of 2023 (beginning of the semester) and data to be evaluated in the winter of 2023
  - o **Responsible persons:** CU Environment Center (guarantor), the Sustainable Development Manager, a member of the Rector's Board for Social Affairs and Sustainable Development, the bursar, the CU Office of Analyses and Strategies, CU Computer Science Center
  - o **Funding:** EC budget, CU budget
  - o **Indicators of achievement:** (Representative) data on the choice of mode of transport by students and staff when travelling to CU and their willingness to change their chosen mode of transport in response to changes in travel characteristics, identification of preferred modes of transport, obstacles to the use of more environmentally friendly modes of transport and identification of groups whose choice can be effectively influenced

- **Promoting commuting to school/work by bike, scooter, etc.**
  - o **Description:** promoting environmentally friendly options of commuting – informing staff and students of the possibility of storing their bikes on university grounds, changing clothes upon arrival, and promoting campaigns (Bike to Work, European Mobility Week)
  - o **Time horizon:** 2023–2024
  - o **Responsible persons:** the Sustainable Development Manager (guarantor), a member of the Rector's Board for Social Affairs and Sustainable Development, relevant staff
  - o **Funding:** CU budget
  - o **Indicators of achievement:** publicly available information for students and employees on commuting options, e.g., in the context of the Bike to Work or European Mobility Week campaigns

II. e. iii. Vehicle fleet and infrastructure

Measures to meet the sub-objective:

- **Setting up criteria to favor low-emission vehicles in responsible public procurement**
  - o **Description:** setting up criteria to favor low-emission vehicles (as well as fulfilling the requirements of the Low-Emission Vehicles Promotion Act) in cooperation with CU's

Public Procurement Department, in tandem with preparations for an update of the RP Strategy

- o *Time horizon:* 2023
- o *Responsible persons:* the Sustainable Development Manager (guarantor), CU Public Procurement Department, a member of the Rector's Board for Social Affairs and Sustainable Development, relevant staff, the bursar
- o *Funding*: CU budget
- o *Target achievement indicators:* setup criteria to favor low-emission vehicles within RP

II. f. i. Sustainable foods and menus

Measures to meet the sub-objective:

- **Providing training to the cooks at CU Dormitories and Refectories**
  - o *Description:* cooks at CU refectories will receive training on how to prepare plant-based meals, accompanied by tastings for CU students and staff as well as facilitation of information on a varied diet with a lower environmental impact
  - o *Time horizon:* 2023–2024
  - o *Responsible persons:* CU's Dormitories and Refectories (guarantor), the Sustainable Development Manager, relevant staff
  - o *Funding:* CU's Dormitories and Refectories budget, CU budget, efforts to involve external partners
  - o *Indicators of achievement:* cooks at CU's Dormitories and Refectories professionally trained to prepare vegan meals (at least 5 chefs each year)

- **Introducing vegetarian and vegan meals at CU refectories**
  - o *Description:* one vegan and one vegetarian dish will be included in the daily menu of each CU refectory and properly labelled to be easily spotted by diners
  - o *Time horizon:* 2024
  - o *Responsible persons:* CU's Dormitories and Refectories, the Sustainable Development Manager, relevant staff
  - o *Funding:* CU budget
  - o *Indicators of achievement:* one vegetarian and one vegan meal (properly labelled) on the daily menu of each CU refectory by the end of 2024 so that by the end of 2024 the standard menu (4 core/centrally determined meals) has a 50/50 meat/meat-free ratio

III. Education, science and research
III. a. Educational activities

Measures to meet the sub-objective:

- **Mapping the baseline of sustainable development in education at CU**
  - o *Description:* identifying existing study programs, courses, lectures, etc. across CU that include or touch on sustainable development issues
  - o *Time horizon:* 2023
  - o *Responsible persons:* the Sustainable Development Manager (guarantor), relevant staff – Sustainable Development Coordinators
  - o *Funding:* CU budget (existing staff)
  - o *Indicators of achievement:* a clear list to serve as the basis for reinforcing the issue of sustainable development in future curricula

IV. Third role and external cooperation

IV. a. The third role of CU

Measures to meet the sub-objective:

- ***Organizing events dealing with sustainable development***
  - ***Description:*** organizing and co-organizing events (workshops, conferences, lectures, etc.) on the topic of sustainable development
  - ***Time horizon:*** 2023–2024
  - ***Responsible persons:*** the Sustainable Development Manager (guarantor), a member of the Rector's Board for Social Affairs and Sustainable Development, Sustainable Development Coordinators, Kampus Hybernská
  - ***Funding:*** CU budget
  - ***Indicators of achievement:*** at least 4 events in each semester of 2023 and 2024

IV. b. External cooperation and communication (strategic partnerships)

Measures to meet the sub-objective:

- ***Expanding the Czech SDSN***
  - ***Description:*** CU has initiated the establishment of a national SDSN Czechia (under the heading of the international Sustainable Development Solutions Network), which will bring together researchers and teachers focusing on sustainable development in the Czech Republic
  - ***Time horizon:*** 2023–2024
  - ***Responsible persons:*** the SDSN Czechia Coordinator at the EC (guarantor), the Sustainable Development Manager, a member of the Rector's Board for Social Affairs and Sustainable Development, relevant staff, researchers and teachers outside CU
  - ***Funding:*** CU budget
  - ***Indicators of achievement:*** list of network members, information about the network and its activities continuously published on the CU website

- ***Promoting participation in existing networks in the field of sustainable development***
  - ***Description:*** CU is a member of several national and international networks dealing with sustainable development (e.g., RCE Czechia, UNICA, 4EU+ [flagship 4], Copernicus Alliance) and will continue to maintain its membership and contribute to a mutual exchange of knowledge
  - ***Time horizon:*** 2023–2024
  - ***Responsible persons:*** relevant staff, the Sustainable Development Manager, a member of the Rector's Board for Social Affairs and Sustainable Development (guarantor)
  - ***Funding:*** CU budget
  - ***Indicators of achievement:*** list of networks in which CU is actively involved, information on involvement continuously posted on the CU website

- ***Supporting educational media and platforms on sustainable development***
  - ***Description:*** CU will support the further development of existing and emerging educational media and platforms in the field of sustainable development (e.g., the Envigogika magazine, the Enviwiki platform, etc.)
  - ***Time horizon:*** 2023–2024
  - ***Responsible persons:*** relevant staff of the EC (guarantor), the Sustainable Development Manager, a member of the Rector's Board for Social Affairs and Sustainable Development
  - ***Funding:*** CU budget, EC budget

- o ***Indicators of achievement:*** documented support and promotion of educational media and platforms (at least once a year)