Action plan for the university-wide sustainability objectives 2021-2025

This action plan has been adopted by the President (registration number V-2021-0088 1.2) based on section 9 of the Ordinance on environmental management in government agencies (SFS 2009:907) (the Environmental Management Ordinance). According to Section 9 of the Environmental Management Ordinance, the resources, approaches, and time frames necessary to achieve the sustainability objectives shall be stated in the action plan. According to Section 12 of the Environmental Management Ordinance, the action plan shall be presented, followed up, and revised for the work to be continuously improved.

The action plan describes measures, decision-makers, responsible manager in the line organisation, resources, and when the measures must be implemented at the latest and how decisions on the measures are to be communicated.

KTH Sustainability Office (KTH SO) is centrally responsible for supporting the implementation of the measures and continuously following up and, when necessary, revising the action plan throughout the year. This is done in cooperation with decision-makers and responsible functions within KTH. Within the schools and the Common Operational Support (GVS) and at the President level, the action plan is followed up twice a year in connection with the "management review and follow-up" in accordance with the environmental management system.

# Sustainability objective 1: KTH is a leading technical university within education for sustainable development in which all students, post-graduation, will be able to drive and participate in the transition to sustainable development and an equal and climate-neutral society.

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| **No.** | **Measures** | **Decision-maker** | **Responsible for implementing the measure** | **Resources**  | **Decision implemented** | **Decision communicated** | **Responsible for communication**  |
| 1 | Procedures and working methods are developed so that the employment board and promotion committee consider competence regarding sustainable development and gender equality and equal opportunities as well as in the schools' preparation. | President  | University director Dean of Faculty and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours.  | 2021-2022  | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 2 | Development and review of courses and degree programmes are conducted so that sustainable development, gender equality and equal opportunities, and climate are considered, the programmes have met the CDIO standards, and there are interdisciplinary degree programmes with a focus on sustainable development and climate transition. | President  | Head of School and Vice President for Education.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 3 | In all architectural and master's engineering programs, measures are taken to give students the opportunity to tailor their education to build a sustainability profile through elective courses or by choosing a master's program or specialisation focusing on sustainability. | President | Head of School and Vice President for Education.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025  | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 4 | Collaboration with those responsible for the development of digital teaching and digital examination to ensure that sustainability and the climate issue are considered.  | President | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School  |

# Sustainability objective 2: KTH is a leading technical university within research for sustainable development and a climate-neutral society.

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| **No.** | **Measures** | **Decision-****maker** | **Responsible for implementing the measure** | **Resources**  | **Decision implemented** | **Decision communicated** | **Responsible for communication**  |
| 1 | Decisions are made on strategic investments in sustainable development and climate.  | President  | University director and Head of School.  | Resources for strategic investments are allocated from existing resources for strategic investments. | 2021-2025  | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 2 | Measures are implemented annually to obtain significant and increasing external funding for research on the environment, sustainable development, and climate.  | President  | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 3 | An interdisciplinary climate transition research centre or equivalent is established. | President | Vice President for Research and Head of School  | Resources for centre formation may need to be allocated from existing resources for strategic investments. | 2021-2022  | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 4 | Measures are implemented annually to create conditions so that KTH's research results contribute to innovation and utilization for sustainable development and climate. | President  | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School  |

# Sustainability objective 3: KTH's collaboration, research, and innovations contribute to sustainable development, gender equality and equal opportunities, and climate transition and exert an increased, clear impact on society.

| **No.** | **Measures** | **Decision-maker** | **Responsible for implementing the measure** | **Resources**  | **Decision implemented** | **Decision communicated** | **Responsible for communication**  |
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| 1 | In existing and new collaborations with different partners / target groups on a national and international level, sustainable development, gender equality and equal opportunities, and climate issues are integrated as part of the collaboration. | President | Universitydirector and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours.  | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 2 | Collaboration with the THS Student Union and other student organisations is developed in order to work with issues related to sustainability, gender equality and equal opportunities, and climate.  | President | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 3 | Activities are carried out within KTH that highlight innovation and utilization in research in relation to sustainable development, gender equality and equal opportunities, and climate. | President  | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 4 | KTH participates in rankings and other measurements and evaluations connected to sustainable development.  | President  | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 5 | Extra focus on sustainable development and climate is provided in KTH’s support activities within innovation. | President  | University director | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director |
| 6 | KTH develops locations on KTH’s campus that present climate and sustainability work and invite participation, for example through demonstration projects.  | President  | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director |
| 7 | In communication initiatives aimed at KTH's target groups, KTH's activities within sustainable development and climate transition are presented as a focus area. | President  | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director |
| 8 | KTH conducts seminars and other open lectures aimed at the general public, companies, municipalities, and other public administrations on sustainable development, including issues concerning climate transition, climate adaptation, biodiversity, ecosystem services, and renewable energy. | President  | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director |
| 9 | KTH collaborates with non-governmental organisations and municipalities on issues of sustainable development, climate transition, and ecosystem services.  | President  | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director |

# Sustainability objective 4: KTH's work with sustainable development and gender equality and equal opportunities is integrated into everyday operations, and employees and those working on behalf of KTH have knowledge and are provided with the conditions to contribute based on their individual roles.

| **No.** | **Measures** | **Decision-maker** | **Responsible for implementing the measure** | **Resources** | **Decision implemented** | **Decision communicated** | **Responsible Head of Communications**  |
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| 1 | Relevant processes, steering documents, plans and decisions are mapped and adopted in order to integrate sustainable development, climate, and gender equality and equal opportunities where relevant.  | President | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 2 | Identify needs and propose training elements so that employees and those working on behalf of KTH strengthen their competence in sustainable development, gender equality and equal opportunities, and climate. The proposals are submitted to Arena for Leadership and Pedagogy (ALP), which makes decisions on implementation.  | President | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 3 | Courses in Teaching and Learning in Higher Education are developed and implemented, and teachers receive individual coaching to strengthen the integration of sustainable development and gender equality and equal opportunities in programmes and courses. | President | Vice President for Education and ALP.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 4 | Sustainable development and gender equality and equal opportunities are considered in the schools' and GVS' recruitment and staff training plans. | President | University director and Head of School.  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 5 | In connection with the review of KTH's resource allocation model, gender equality and equal opportunities shall be considered and incentives to achieve KTH's sustainability objectives shall be examined.  | President | University director | Within the framework of the ordinary budget / human resources in the form of working hours. | 2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director |

# Sustainability objective 5: KTH’s organisation is characterised by efficient resource management and contributes to sustainable development and a climate-neutral society.

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| **No.** | **Travel and transport** | **Decision-maker** | **Responsible for implementing the measure** | **Resources** | **Decision implemented**  | **Decision communicated**  | **Responsible Head of Communications**  |
| 1 | Various incentives and measures are examined and implemented to ensure that employees' and students' travel and meeting patterns lead to a reduced climate impact. | President | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 2 | Identify and propose measures to ensure infrastructure and awareness actions that lead to a reduced climate impact. These measures can be both knowledge of the use of technology and digital meeting forms, digital instruction, or examination formats. Support the development of new forms of conferences and other meetings held entirely or partially in digital form.  | President | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. Increased resources may be necessary. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School |
| 3 | In cooperation with property owners, measures are taken, including the use of bicycles and electric cars, to promote climate-neutral transport to and from and between campus areas. | President | University director | Increased resources may be necessary. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS. | University director |
| **No.** | **Travel and transport** | **Decision-maker**  | **Responsible for implementing the measure** | **Resources** | **Decision implemented**  | **Decision communicated**  | **Responsible Head of Communications**  |
| 4 | Within the procurement regulatory framework, measures are taken to set requirements for current and future travel agencies regarding measures resulting in a reduced climate impact. | President | Universitydirector | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS. | University director |
| 5 | In order to analyse and report KTH's business travel, expanded statistics are produced and broken down by each school and department/division to assess how the climate impact can be reduced. A visualisation tool is developed to report travel.  | President | University director  | Within the framework of ongoing research projects and within the ordinary budget / human resources in the form of working hours. | 2021 | Decisions on measures are communicated to the responsible functions within the schools and GVS. | University director and Head of School.  |
| **No.** | **Procurement and waste management** | **Decision-maker** | **Responsible for implementing the measure** | **Resources** | **Decision implemented**  | **Decision communicated**  | **Responsible Head of Communications**  |
| 1 | Based on an analysis of KTH's climate impact (2020), measures are developed and implemented in the organisation to achieve set objectives.  | President  | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. Additional resources may be needed. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| 2 | Existing systems and procedures are developed to facilitate sustainable purchases of products and services and to follow up on the effects of environmental and sustainability requirements.  | President | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School.  |
| **No.** | **Procurement and waste management** | **Decision-maker**  | **Responsible for implementing the measure** | **Resources** | **Decision implemented**  | **Decision communicated**  | **Responsible Head of Communications**  |
| 3 | A waste management plan is developed that includes procedures and measures to reduce the amount of waste that arises within KTH. | President | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022  | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School. |
| 4 | Measures are developed and communicated to promote a reduction in the purchase of products, for example by extending the useful life of existing products, increased recycling of products within and outside the organisation, and purchases that promote circular business models where services are traded rather than products.  | President | University director | Within the framework of the ordinary budget / humanresources in the form of working hours. Reinforcement with additional resources may be needed | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director |
| 5 | Methods for recycling and reuse are developed to extend the useful life of products and reduce the amount of waste.  | President | University director | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School. |
| **No.** |  **Sustainable buildings** | **Decision-maker** | **Responsible for implementing the measure**  | **Resources** | **Decision implemented**  | **Decision communicated**  | **Responsible Head of Communications**  |
| 1 | In collaboration with property owners and researchers, measures are taken to reduce energy consumption through more efficient use of premises and increased digitalisation (the project "Indoor Climate as a Service"). | President | University director and Head of School. | Within the framework of the ordinary budget / humanresources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School. |
| **No.** | **Sustainable buildings** | **Decision-maker** | **Responsible for implementing the measure** | **Resources** | **Decision implemented**  | **Decision communicated**  | **Responsible Head of Communications** |
| 2 | In cooperation with property owners and researchers, measures are taken at an early stage so that renewable building materials and fuels are used in new construction and conversions. | President  | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School. |
| 3 | For new construction and conversion, Miljöbyggnad Guld shall be a starting point and any deviations shall be justified. In cooperation with the property owners, KTH is reviewing the possibility of certifying KTH Campus Valhallavägen according to Citylab and NollCO2. | President | University director  | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2025 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School. |
| 4 | In cooperation with property owners, KTH develops an energy plan to reduce energy consumption. | President | University director | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021 | Decisions on measures are communicated to the responsible functions within the schools and GVS. | University director and Head of School. |
| **No.** | **Food and food services** | **Decision-maker** | **Responsible for implementing the measure** | **Resources** | **Decision implemented**  | **Decision communicated**  | **Responsible Head of Communications** |
| 1 | Ensure systematic and well-founded climate requirements and sustainability requirements on catering in both procurement and orders. This is based on generally accepted requirements and standards within the field.  | President | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School. |
| 2 | Knowledge exchange between researchers and restaurateurs take place on KTH's campus areas to promote society's awareness of food, climate, and sustainable development. | President | University director and Head of School. | Within the framework of the ordinary budget / human resources in the form of working hours. | 2021-2022 | Decisions on measures are communicated to the responsible functions within the schools and GVS.  | University director and Head of School. |