

MARMARA UNIVERSITY
ZERO WASTE DIRECTIVE

Senate: 4 October 2022/429-2

FIRST PART

Purpose, Scope, Basis, Definitions

Aim

Article 1 – (1) The purpose of this Directive is to collect wastes generated as a result of education, research, production and service activities within the areas of responsibility and authority of Marmara University Rectorate, separately according to recycling and disposal types in the places where they are produced; safe temporary storage of collected waste; To regulate the procedures and principles regarding the duties, powers and responsibilities of zero waste management by ensuring that each group of waste is sent outside the university to a licensed waste processing or disposal facility in accordance with the legislation.

Scope

Article 2 – (1) This Directive applies to all social complexes, campuses or campuses of Marmara University. in academic and administrative units located in residential areas called campuses resulting from education, training, research, production, service and commercial enterprise activities all wastes and chemical, medical, biological, radioactive, electrical and electronics etc. from production to recycling or final disposal of all kinds of waste all processes up to and including the duties and responsibilities of the units, commissions and officials assigned in this context. It covers the provisions regarding the authorities and responsibilities and the way of working.

Rest

Article 3 – (1) This Directive is based on Environmental Law No. 2872 and Law No. 29314 dated 02.04.2015. With the Waste Management Regulation, which came into force after being published in the Official Gazette No. Zero Waste Regulation published in the Official Gazette dated 12.07.2019 and numbered 30829 It has been prepared based on the provisions of

Definitions

Article 4 – (1) In this Directive;

Waste: Found in all residential areas of the University. education, training in academic and administrative units, research, production, service and commercial business activities the consequences and the legal consequences various fields depending on a particular discipline chemical, medical, biological, radioactive, electrical and electronic etc. expires like removal from the area where the service is provided required items,

Waste Temporary Storage Area: Waste processing of waste collected separately at the source. securely before being sent to facilities. enclosure within each campus where it is kept areas,

Unit: Educational units, administrative units affiliated to the Rectorate, research and application centers and coordination etc. units,

Unit Zero Waste Responsible: Dean or director in academic units the dean/deputy director to be appointed; apartment branch manager under their chairmanship, and administrative units

assigned administrative staff, Coordination Unit: The unit responsible for zero waste at the university,

Board: Marmara University Zero Waste Advisory Board,

University: Marmara University,

Rector: Rector of Marmara University, expresses.

SECOND CHAPTER

General Principles, Zero Waste Coordination Unit, Zero Waste Advisory Board and Responsibilities of Officers

General Principles

Article 5 – (1) With this Directive;

a) With the Environmental Law No. 2872 and the legislation issued pursuant to this Law

To ensure that internationally accepted waste regulations are implemented at the university.

b) At the highest level to prevent waste generation in university units unless necessary.

To ensure that preventive measures are taken.

c) The wastes generated at the university are collected separately at their source in accordance with the legislation, collection and temporary storage and to a licensed waste processing or disposal facility. to ensure it is sent.

ç) In the lives of university staff and students inside and outside the university to ensure that they have zero waste awareness.

d) Zero waste to manage all waste generated at the university in accordance with the legislation. to determine the establishment and functioning principles of the coordination unit.

e) To determine zero waste responsables and their duties in university units.

Zero Waste Coordination Unit

Article 6 – (1) Zero Waste Coordination Unit; Department of Administrative and Financial Affairs established within the University and provides all kinds of services related to the implementation of the University's zero waste management system. It is the unit where the process is coordinated. Zero Waste Coordination Unit responsible and in the unit The personnel to be assigned are appointed by the Rector. Duties of the Zero Waste Coordination Unit

Article 7 – (1) The duties of the Zero Waste Coordination Unit are as follows:

a) To prepare the University Zero Waste Management Plan and submit it to the Rectorate,

b) To comply with the provisions of the Directive regarding waste management and to comply with the Waste Management

By following the developments and practices in our country and in the world regarding the Directive and keeping applications updated,

- c) Work with the establishment, implementation and planning of the zero waste system at the University processes and emerging problems and providing solutions to these problems,
- d) In accordance with the principles set out in the directive in the academic and administrative units of the University, Unit Zero Waste Responsible and Waste Temporary Storage Area in University residential areas To ensure the implementation of the Zero Waste system together with the responsible person,
- d) All processes to be carried out in waste management are carried out in accordance with the regulations and legislation. to ensure that it is done as
- e) All commercial enterprises serving at the University must comply with the principles set out in the Directive. To ensure the implementation of a zero waste system according to
- f) To carry out studies and practices on waste reduction throughout the University,
- g) All students must be aware of and implement Zero Waste practices.To prepare and implement training programs for ownership and, if necessary, to include them in the training curriculum. propose inclusion,
- g) Ministry of Environment and Urbanization, when necessary, regarding Zero Waste practices.and Provincial Directorate of Urbanization, other public institutions and organizations and private sectors as necessary. to ensure coordination,
- h) To determine the agenda items of the Advisory Board meetings and to To fulfill the duty of rapporteur,
- i) Provide necessary information to zero waste officers in all academic and administrative units. and to meet training requests when necessary,
- i) Wastes collected separately in the units and kept in temporary storage areas are classified as licensed waste receipt received for delivery to processing companies, etc. a copy of the documents Waste Temporary Receive from the Storage Area Manager,
- j) Reports of the units on their 6-month zero waste activities, June and December finally request from units; data entry into the zero waste information system according to the reports received To provide and prepare the University's annual Zero Waste Management report,
- k) Campus Supervisors and To ensure the necessary coordination with the Building Administrative Supervisors,
- l) To fulfill other duties assigned by the Rector.

Zero Waste Advisory Board and Its Duties

Article 8 – (1) Zero Waste Advisory Board; Chaired by the University General Secretary

A faculty member appointed by the Rector from among the University faculty members

(preferably from the Department of Environmental Engineering), Deputy Secretary General, Administrative and Financial Affairs

Head of Department, Head of Construction Works and Technical Department, Head of Health, Culture and Sports Department and

It consists of the Zero Waste Coordination Unit Manager.

(2) Zero Waste Advisory Board, education in all residential areas of the University, Wastes generated as a result of teaching, research, production and service activities; where they are produced be collected separately, stored safely in a temporary location, transported and final Coordination of the work of the units in all processes related to the elimination of in order to be carried out within the scope of the relevant legislation and to implement it correctly and effectively. It is an advisory board established. The university's zero waste management plan and waste policy necessary advice and consultancy to carry out within the framework of current legislation in its services. The purpose of the Board is to contribute to the work of the Zero Waste Coordination Unit. is to provide.

(3) The Board holds its ordinary meetings every 6 (six) months (if possible, in January and July). does. If deemed necessary, the President may call the Board or unit zero waste responsible for an extraordinary call.may call a meeting.

(4) The annual implementation plan of the Zero Waste Coordination Unit is presented at the Board meetings. Administrative, technical, purchasing, budget, etc. decisions will be made by the relevant departments after discussion. All kinds of support issues are discussed. If there is a situation that will require a budget, it will be determined and is included in budget studies.

(5) If necessary, these meetings will be attended by the University according to the meeting agenda. officials from other academic and administrative units and the Provincial Directorate of Environment and Urbanization officials may be invited.

Unit Zero Waste Responsibilities

Article 9 – (1) Unit zero waste in all academic and administrative units of the university responsible person is determined. In academic units, the dean or the dean appointed by the director deputy or deputy director; branch manager in department heads, other administrative unit The officer appointed by the unit chief is appointed as the unit zero waste officer.

Duties of Unit Zero Waste Officers

Article 10- (1) The duties of Unit Zero Waste Officers are as follows:

- a) The University will implement the Zero Waste Directive in its own way, in contact with the Coordination unit. to apply in the unit,
- b) To prepare the unit's zero waste management plans and submit them to the Coordination unit. report.
- c) To determine the needs of the unit related to zero waste management and to meet the needs to ensure that it is met,
- c) To identify and monitor activities that have the potential to create waste in the unit and to to take measures to prevent production, to have unit waste inspections,
- d) To eliminate or minimize the harmful effects of waste on human health and the environment. Ensuring that it is appropriately packaged and labeled so that it can be downloaded
- e) To take necessary measures to minimize waste production,
- f) The wastes generated within the unit are stored in an area allocated by the unit manager according to this Directive. To ensure temporary storage in accordance with the provisions. At periodic intervals waste to waste temporary storage areas determined by the Coordination Unit. ensuring transportation and keeping records regarding these transactions,

g) Storage Area for wastes sent to Waste Temporary Storage Areas Keeping the unit's waste records and information by collecting forms to be received from the responsible person. To regularly convey it to the Zero Waste Coordination Unit.

g) Zero waste foreseen in the Directive, including waste collection dates The decisions taken by the Zero Waste Coordination unit regarding management are made by the unit staff. to announce to students and other interested parties,

h) To prepare 6-monthly reports regarding waste management activities and to prepare these reports To forward it to the Zero Waste Coordination Unit at the end of June and December.

Waste Temporary Storage Area Manager and His Duties

Article 11- (1) Each social complex, campus or settlement called campus established in one or more numbers in accordance with the nature of the waste in the areas. They are the personnel responsible for performing the following duties in temporary storage areas. This The personnel is assigned by the social complex, campus or campus manager. The duties of the Waste Temporary Storage Area Manager are as follows:

- a) To the zero waste coordination unit for the creation of a waste temporary storage area. make recommendations,
- b) To ensure that waste is separated in accordance with its nature,
- c) To ensure the arrangement, order, security and maintenance of waste storage areas,
- c) Ensuring that daily or weekly waste entry and exit records are kept,
- d) Ensuring the preservation of receipts given for waste acceptance and ensuring zero waste deliver it to the coordination unit.
- e) Check other waste collection units located in the social complex, campus or settlements temporary waste collection in accordance with the zero waste system. To ensure delivery to areas.

Waste Generators and Their Responsibilities

Article 12 – (1) Waste producers, members of the University staff at all levels staff and students and commercial enterprises operating in University residential areas and staff and guests working on behalf of contractors.

(2) The responsibilities of waste producers are as follows:

- a) To obtain information about Zero Waste Management, to implement the practices determined by the Directive to comply with the principles,
- b) To comply with the instructions of the zero waste responsible of the unit to which it is affiliated.
- c) To prevent waste generation, or if this is not possible, to minimize the amount of waste production to take the necessary measures to
- c) Recycling of waste or reducing/eliminating the danger of hazardous waste collection and accumulation in units or in open areas for the purpose of removal depositing or ensuring that waste is deposited in boxes/units,
- d) For products to be used in daily life and working life, after use Using/preferring products that have the least negative impact on nature,
- e) To be sensitive so that wastes are not released haphazardly into nature,

f) To follow developments in waste prevention; thoughts and ideas on this subject To convey their suggestions to the unit waste manager.

THIRD PART

Miscellaneous and Final Provisions

Situations That Are Not Provisioned in the Directive

Article 13 – (1) In cases where there is no provision in this Directive, the relevant legislation provisions Implementation is essential. In matters not defined in the legislation, the provisions of the legislation are also subject to The decisions taken by the Zero Waste Advisory Board are implemented, provided that they are not contrary.

Repealed Legislation

Article 14- (1) It entered into force with the Senate decision numbered 2017/354-4 dated 07 March 2017. Marmara University Waste Management Directive has been repealed.

Force

Article 15 – (1) This Directive will be valid on the date it is accepted by the University Senate. comes into force.

Executive

Article 16 – (1) The provisions of this Directive shall be enforced by the Rector of Marmara University.