

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. It is recommended to attach the campus maps of your campus as it serves as important evidence to support the explanation of various criteria.

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. The evidence provided may also include campus maps or master plan campus showing showing the location, area size, or distribution of facilities relevant to the 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.). The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators

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. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators

Evidence is required

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

The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. Please provide the percentage of ratio open space area to total area on campus.

Formula: $\frac{((1.5-1.6)/1.5) \times 100\%}{1}$

Please select one of the following options:

- [1] $\leq 1\%$
- [2] $> 1 - 80\%$
- [3] $> 80 - 90\%$
- [4] $> 90 - 95\%$
- [5] $> 95\%$

Evidence is required

1.9. Total area on campus covered in forest vegetation used for research, teaching, and/or community engagement (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. The forested area must be within the university's ownership and used for academic or community purposes such as research, teaching, or community engagement. 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. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators.

Please select one of the following options:

- [1] $\leq 2\%$ (provide the total area in square meters)
- [2] $> 2 - 10\%$ (provide the total area in square meters)
- [3] $> 10 - 25\%$ (provide the total area in square meters)
- [4] $> 25 - 35\%$ (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. All claimed areas must be supported by clear visual evidence, including site maps, building names, and sectional images showing the exact locations of the vegetation areas. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. Please select one of the following options:

- [1] $\leq 10\%$ (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] $> 30 - 50\%$ (provide the total area in square meters)
- [5] $> 50\%$ (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. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. Please select one of the following options:

- [1] $\leq 2\%$ (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] $> 20 - 40\%$ (provide the total area in square meters)
- [5] $> 40\%$ (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] $\leq 10 \text{ m}^2/\text{person}$
- [2] $> 10 - 20 \text{ m}^2/\text{person}$
- [3] $> 20 - 40 \text{ m}^2/\text{person}$
- [4] $> 40 - 70 \text{ m}^2/\text{person}$
- [5] $> 70 \text{ m}^2/\text{person}$

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 may also be listed according to each UI GreenMetric category. For each category, please state the amount allocated in USD and its percentage of the total sustainability budget.

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] $\leq 1\%$
- [2] $> 1 - 5\%$
- [3] $> 5 - 10\%$
- [4] $> 10 - 15\%$
- [5] $> 15\%$

1.19. Campus facilities for disabled, special needs, and/or maternity care (SI.7)

Please provide information on-campus facilities for disabled, special needs, and or maternity care (i.e., library, classroom, toilet, lactation room, transportation, daycare). For each facility, provide a campus maps showing the locations of these facilities and clearly identify the buildings with these services. You can also list each building, specifying the type of facility available in each, such as in a table format (e.g., Building 1 - lactation room, accessible toilet). The evidence provided should be clear, showing exact locations on the map. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. 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

1.20. Security and safety facilities (SI.8)

Please provide information on on-campus facilities' support for security and safety for campus residents. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. Please select one of the following options:

- [1] Passive security and safety system
- [2] Security and safety infrastructure (CCTV, emergency hotline/button) available and fully function
- [3] Security and safety infrastructure (CCTV, emergency hotline/button, certified personnel, fire extinguisher, hydrant) available and fully function
- [4] Security and safety infrastructure available and fully functioning and security responding time for accidents, crime, fire, and natural disasters is more than 5 minutes
- [5] Security and safety infrastructure available and fully functioning and security responding time for accidents, crime, fire, and natural disasters is less than 5 minutes

Evidence is required

1.21. Health infrastructure facilities for students, academics, and administrative staff's well-being (SI.9)

Please provide information on Infrastructure that supports student, academics, and staff's well-being on

campus, particularly for health services (physical and mental). The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. 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

1.22. Conservation: plant (flora), animal (fauna), or wildlife, genetic resources for food and agriculture secured in either medium or long-term conservation facilities (SI.10)

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. Conservation progress can be shown as a percentage of the total planned program, whether already implemented or ongoing, and should reflect annual achievements. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. We encourage institutions to provide a list detailing the number of species identified as a baseline, as well as the species planned for conservation and the timeline for their conservation, to ensure that the campus has a clear and structured plan. 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)

1.23. Planning, implementation, monitoring and/or evaluation of all programs related to Setting and Infrastructure through the utilization of Information and Communication Technology (ICT) (SI.11)

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. We recommend dashboard to input SI data. 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

1.24. Impact of Setting and Infrastructure programs in supporting the Sustainable Development Goals (SDGs)

Please indicate the extent to which your university's Setting and Infrastructure (SI) programs contribute to the achievement of the UN Sustainable Development Goals (SDGs). Select the option that best reflects the number of SDGs directly supported by these programs. Please select one of the following options

- [1] Low impact (supporting 1–2 SDGs)

- [2] Moderate impact (supporting 3–5 SDGs)
- [3] Significant impact (supporting 6–9 SDGs)
- [4] High impact (supporting 10–13 SDGs)
- [5] Very high impact (supporting 14–17 SDGs)

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. The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators. 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)). The evidence provided may also include campus maps showing the location, area size, or distribution of facilities relevant to the indicators.