Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

Academic Registry
Sustainability Charter
2024

Academic Registry Sustainability Charter

Introduction

Academic Registry (AR) at Trinity College Dublin (TCD) recognises the critical role it plays in advancing sustainability on campus. This sustainability charter outlines our commitment to integrating sustainable practices into our operations, aligning with the goals and aspirations set forth in Trinity's sustainability strategy 2023-2030. By doing so, we aim to inspire and empower students, staff, and the wider Trinity community to embrace sustainability and collectively contribute to a more sustainable future.

Vision

Our vision is to create an Academic Registry that not only efficiently manages student records and services but also actively contributes to global sustainability efforts.

Through collaboration, innovation, and responsible practices, we aim to make a positive impact in our day-to-day operations, both within Trinity and in partnership with external collaborators and communities.

Key Goals and Commitments

1.	**Quality Education (SDG 4)**	**Goal:** Ensure accessible and high-quality education for all students and staff. **Commitment:** We will continuously enhance our student services, promote digital literacy, and provide resources for lifelong learning.
2.	**Gender Equality (SDG 5)**	**Goal:** Champion gender equality within our student and staff community. **Commitment:** We will create an inclusive environment that supports gender diversity and addresses gender-based discrimination.
3.	**Decent Work and Economic Growth (SDG 8)**	**Goal:** Foster student and staff employability and entrepreneurship. **Commitment:** We will collaborate with industry partners, offer career development programs, and facilitate internships and job placements.
4.	**Quality Education (SDG 4)**	**Goal:** Ensure accessible and high-quality education for all students and staff. **Commitment:** We will continuously enhance our student services, promote digital literacy, and provide resources for lifelong learning.
5.	**Climate Action (SDG 13)**	**Goal:** Minimize our environmental impact. **Commitment:** We will promote sustainable practices within Academic Registry. Encourage paperless processes and digitisation. Support energy-efficient campus facilities.
6.	**Partnership for the Goals (SDG 4)**	**Goal:** Collaborate with internal and external stakeholders for sustainable development. **Commitment:** We will engage and partner with internal and external stakeholders to integrate sustainability into our processes.

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The TCD Sustainability Initiatives and the respective AR initiatives are as follows:

Energy Consumption

Desktops and Monitors
We will turn off computers, monitors, peripherals (e.g. speakers) and other shared electronic equipment (e.g. printers, copiers, etc.) at the end of the day.

Dishwasher
We will run the dishwasher only when full, and wash with the optimum cleaning programme to minimise energy and water use.

Microwave & Coffee Machines
We will turn off microwaves and coffee machines when not in use.

Heating & Cooling devices
We will avoid using personal space heating and cooling devices.

Lights
Whenever possible, we will turn off the lights as we leave our office, workstation or a shared space (e.g. meeting rooms and bathrooms).

Waste Management

Reuse & Recycle
We will encourage the use of reusable and recyclable materials, minimizing single-use items and promoting circular economy principles.

Batteries, Glass, Paper & Cardboard recycling
We will promote waste reduction and recycling by providing designated recycling bins and educating staff on proper waste disposal.
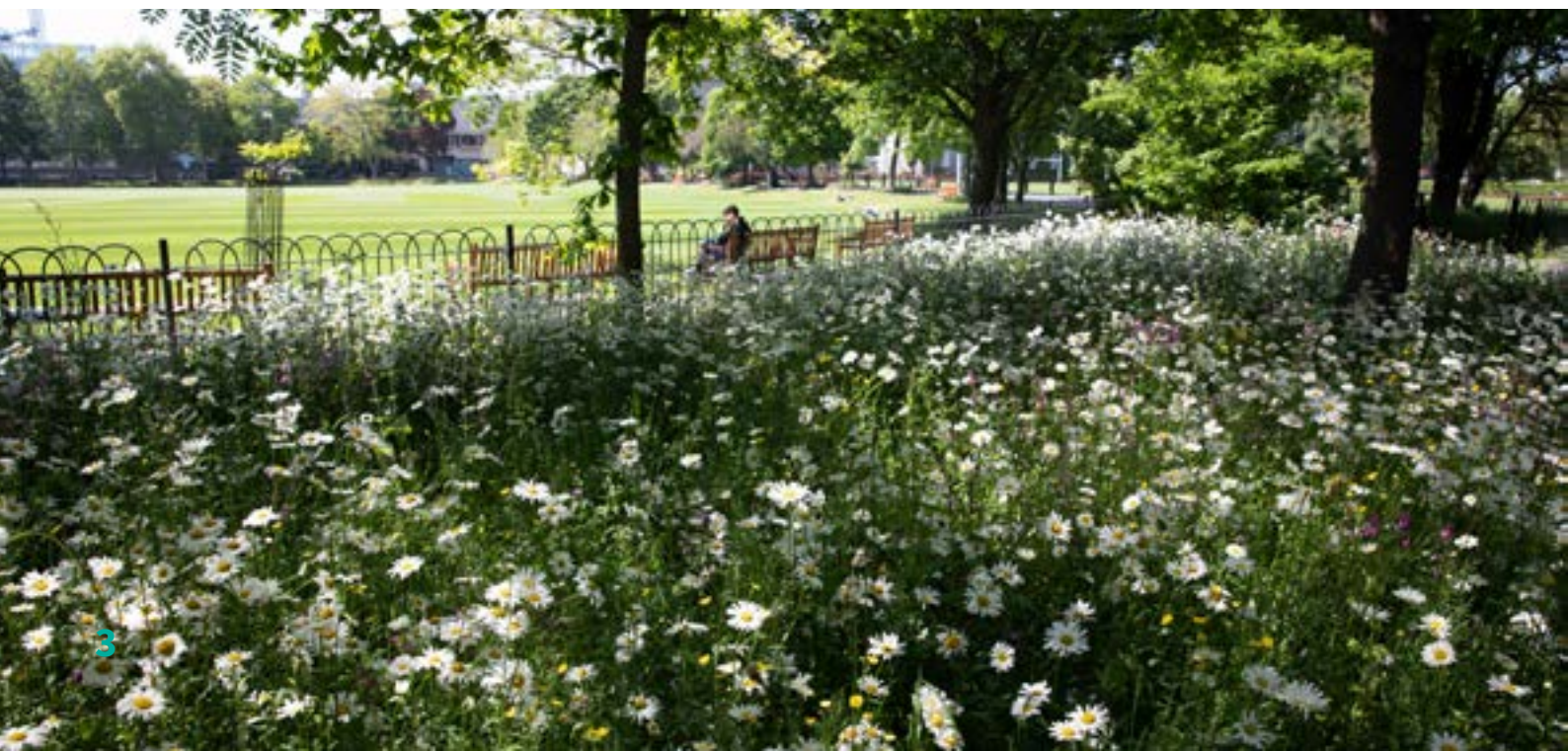
Sustainable Transport

Commute
We will encourage our staff to cycle or walk to work if at all possible or to use public transport. Showering facilities will be available for staff who green commute.s.

Agile and Hybrid Working
We will actively support and encourage a dynamic work environment.

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Resource Consumption

Network Drives
We will continue to explore and use SharePoint and Microsoft Teams for the storage of files/documents.

Office Furniture & Supplies
We will reuse office supplies rather than throwing them out. We will post items no longer needed on the staff Yammer Reuse/ Repurpose group, or request second-hand items here.

Exam Papers
We will continue to use paper that is produced carbon neutrally for printing exam papers.

Printing
We will default our print settings to double-sided printing and to black and white printing to save on ink. We will reuse paper printed on one side for notes/scratch paper/ for printing test pages.

Cleaning
We will use non-toxic cleaning products.

Sustainable Procurement

Procurement
We will source products and materials that are eco-friendly, ethically sourced, and have a reduced environmental impact. We will prioritize suppliers and vendors who demonstrate sustainable practices, aligning with Trinity's sustainable procurement guidelines.

No Single-Use Plastic
We will no longer use or order single-use plastic. All staff will be encouraged to use reusable cups, water bottles, and cooking utensils.

Additional Software Licenses
We will review the usage of additional software on an annual basis in each AR team.

Reduced Inequalities

Period Products
Period products will be made available in AR restrooms, which are all gender neutral.

Education and Engagement

We will develop sustainability-focused training programs for AR staff, enhancing their knowledge and understanding of sustainable practices and their role in fostering sustainability.

We will foster partnerships and collaboration with other departments, faculties, and administrative units to collectively address sustainability challenges and share best practices.

We will support and contribute to campus-wide sustainability initiatives, such as energy efficiency programs, waste reduction campaigns, and biodiversity conservation efforts.

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Monitoring and Reporting

We will regularly assess our progress on sustainability initiatives, transparently report our achievements and challenges, and actively seek feedback from our staff and students promoting accountability and encouraging further engagement. Our commitment extends beyond words; it is reflected in our actions.

Conclusion

By adopting this sustainability charter, AR demonstrates its unwavering commitment to integrating sustainable practices into its operations and contributes to a better world—one where education, equality, and environmental stewardship go hand in hand. Together, we can create lasting change.