

Dundalk Institute of Technology (DkIT) Sustainability Policy - *Climate Action Roadmap, Climate & Sustainability, Energy & Environmental Policy (CARCSEE Policy)*

Version Control and Change History

Approved version	Sustainability Policy - <i>Climate Action Roadmap, Climate & Sustainability, Energy & Environmental Policy (CARCSEE Policy)</i> <i>Version 3.0</i>
Approved by:	approved by Executive Board February 2026
Responsibility:	VP of Strategic Planning, Communications & Development
Author	Christian Maas – Climate Action and Sustainability Manager
Control Document:	Version 3.0 – September 2025
Amendments:	Insertion of page numbers Changes throughout the document relating to move from setting up stage to operational stage. Appendices updated.
Policy Review schedule	Next Review: March 2027

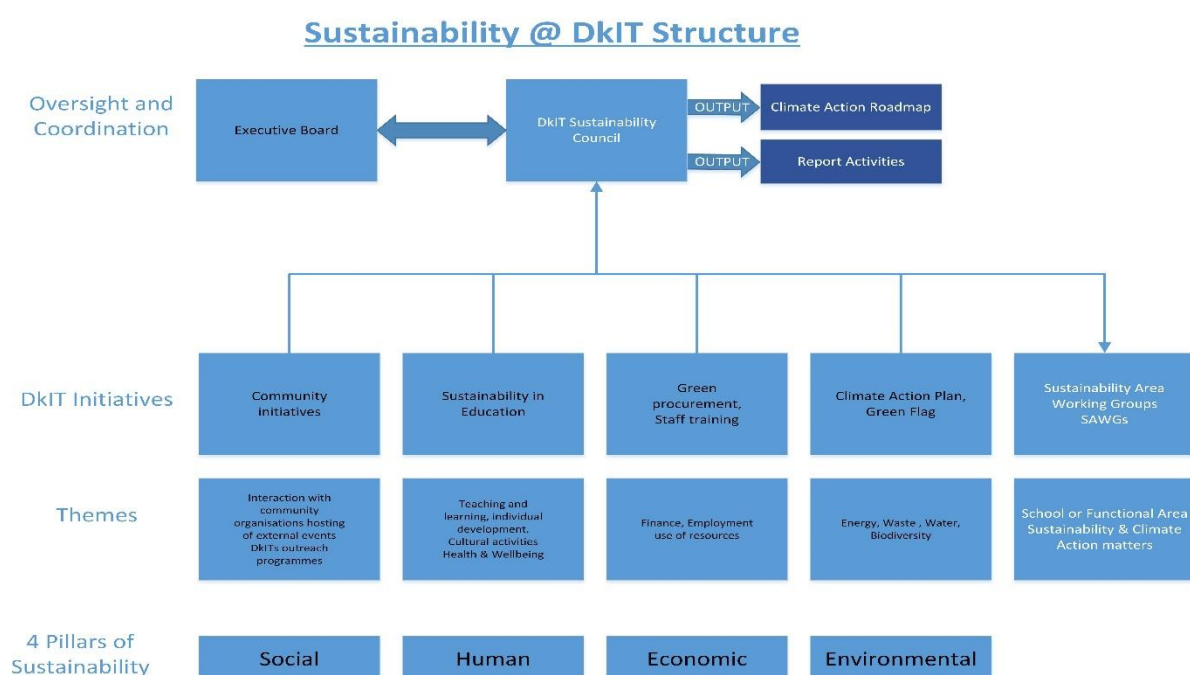
Dundalk Institute of Technology (DkIT) has been at the forefront of delivering excellence in higher education to meet the educational, economic, social and cultural needs of the North East and cross-border region since 1970. Set in an 87-acre campus, DkIT provides quality learning and teaching to circa 6,000 full-time and part-time students across four Schools in Business and Humanities, Health and Science, Engineering and Informatics and Creative Arts at undergraduate and postgraduate degrees from Level 6 to Level 10, in addition to its track record of excellence in craft and higher apprenticeships. DkIT is situated within an unique, rural border landscape strategically positioned at the nexus of the island's two capital cities along the vibrant M1 Corridor. It is a region rooted in innovation and creativity with a strong and proud heritage and cultural expression. The Institute's Campus Development Plan 2024-2034 (in development) will reflect the capital requirements to meet the needs of current and future learners, staff and the wider community. Greater utilisation will be made of the existing 87-acre campus infrastructure reflecting the climate action and sustainability agenda.

The purpose of this document is to set out the Institute’s Sustainability Policy to include its terms of reference (Appendix 3&4) and structure. DkIT, in its four-year Strategic Plan 2024-2028, has set out its commitment to DkIT becoming a sustainable campus in all its dimensions. The Institute will seek to support sustainable development and embed the UN Sustainable Development Goals across its activities to generate demonstrable impact. In this regard, DkIT is committed to be a leader in the development of a wholistic approach in including all aspects of sustainability based on the four recognised pillars of sustainability as shown below.

These include:

- Social
- Human
- Environmental
- Economic

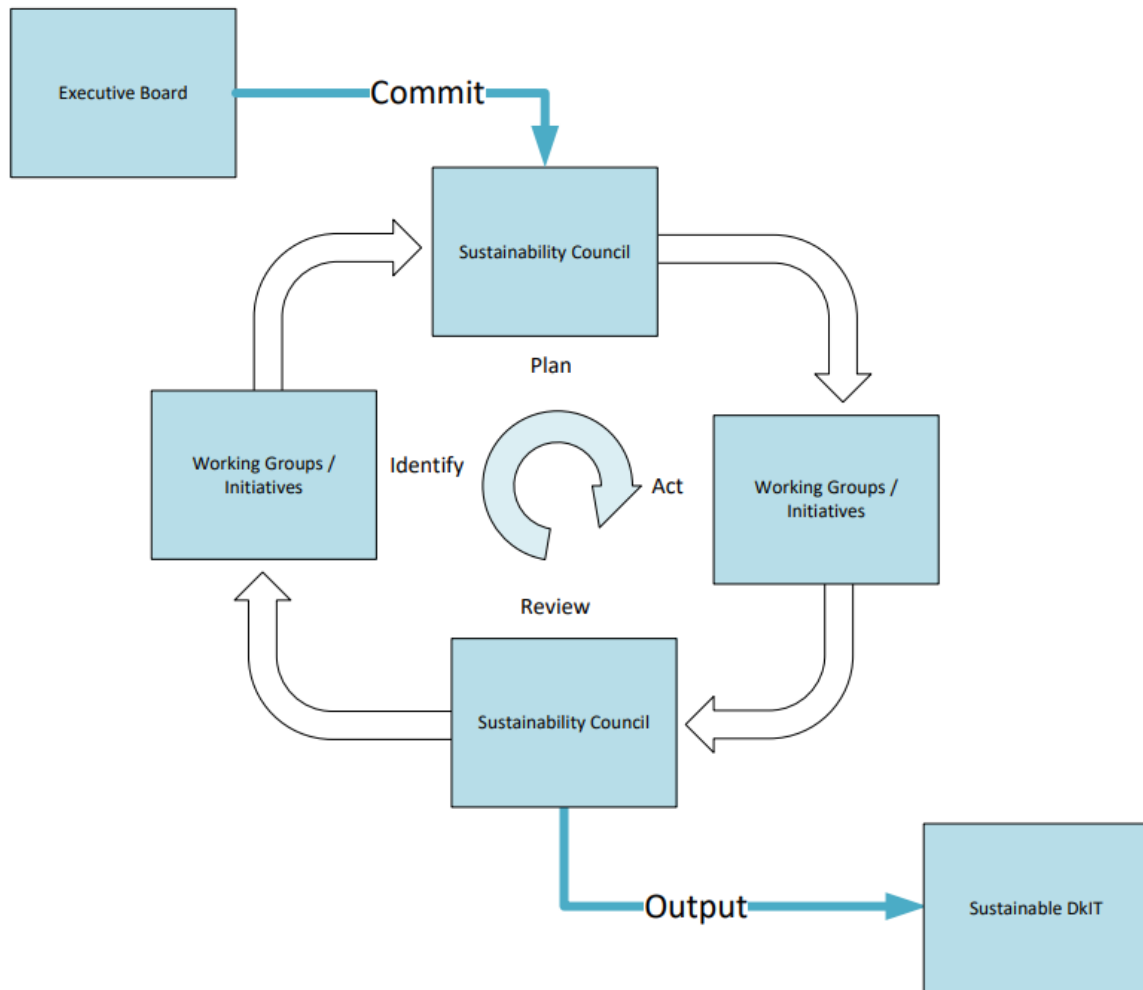
These four pillars are not individual supports but are interacting on each other. Consequentially DkIT will have to engage in all aspects of sustainability to variant degrees.



Economic and environmental sustainability are relatively easy to define, and can have measured outputs, while social and human sustainability are less easily measured.

To ensure that DkIT is engaging equally in all four areas, a Sustainability Council has been established. This Council, with the support of the Sustainability Manager, will guide all efforts that are being made in the various undertakings, groupings, initiatives and projects (see Appendix 1: Sustainability Council and Sub Structure and Appendix 2: Current Initiatives).

Our Way of Working



The Council coordinates efforts so they align with each other and needs to ensure compliance where necessary. It provides an overview of all DkIT's activities to the Executive Board. All this should be achieved in the spirit of co-operation and collaboration.

Feeding into the Sustainability Council are the various groups on campus that are contributing to the development of more sustainable processes which are part of everyday activities of DkIT. The most important of these are those which deliver on our legal obligation and therefore form part of the core of DkIT's engagement.

A Sustainable Area Working Group (SAWG) has been established in each School and Functional Area. They are charged with investigating the current processes and activities within their area with a view if they could be carried out more sustainably, or if new ways of working could be advantageous to achieve a "Greener Campus".

Staff members acting on behalf of DkIT in these areas are the members of the permanent DkIT Sustainability Structure. In addition, DkIT will have several voluntary initiatives and groups that are engaged in activities that are centred around the theme of sustainability. Each of these has representation on the Council to ensure that their voice is being heard and their contribution acknowledged.

Individual groups or initiatives can, once established, request a seat on the council to participate in the process. A representative from each group will report about the activities of the group and take back communication regarding the efforts of others in their respective areas.

The efforts of the individual groups as well as the Councils are communicated via a dedicated outlet on the DkIT website and/or via a dedicated service on the mail system.

The Sustainability Council will have the following members:

DkIT Sustainability Council (DSC)

Vice President Development - Climate and Sustainability Champion (Chair)
Climate Action & Sustainability Manager - Estates Representative
Nominee of SAWG - School of Engineering
Nominee of SAWG - School of Health and Science
Nominee of SAWG - School of Informatics and Creative Arts
Nominee of SAWG - School of Business and Humanities
Nominee of SAWG - Office of Vice President for Finance, Resources and Diversity
Nominee of SAWG - Office of Vice President for Academic Affairs and Registrar
Student Representative – Student Union Nominee
Staff Representative from Sustainability in Education (ESD)
Nominee from Research Centres
Nominee from Media & Communications Officer
Representative from the Green Campus Committee
Representative from Green Campus Student Society
Initiative 1 – Healthy Campus
Initiative 2
Initiative 3
Initiative 4

Due to the rapid development in the area of sustainability DkIT will need to be able to react quickly to the changes that are presenting themselves. To be able to respond appropriately the Council shall meet at least four times a year. At these meetings any items emerging can be discussed and responsibilities assigned.

The standing agenda will be:

- Minutes of the Last Meeting and Matters Arising
- Update from the Chair
- Update from the SAWG's
- Update from Green Campus Committee
- Update from Initiatives
- AOB
- Next Meeting

The content of the updates should contain the following:

- Planned Initiatives/ Projects
- Actions taken
- Resources / Inputs required

A detailed description of how DkIT will intend to achieve its commitments is set out in the DkIT Climate Action Roadmap. The Climate Action Roadmap is based on the Climate Action Mandate which stipulates what actions DkIT will need to take to fulfil its obligation with current climate policies.

The Climate Action Roadmap document will need to be updated on an annual basis and forms one of the outputs of the Sustainability Councils work.

Appendix 1: Sustainability Council and Sub Structure

DkIT Sustainability Council (DSC)	
Irene McCausland	Vice President for Strategic Planning, Communications & Development EPO
Christian Maas	Sustainability Manager (Estates Rep)
Paul MacArtain	Nominee School of Engineering
Suzanne Linnane	Nominee School of Health & Science
Paul McGettrick	Nominee School of Informatics & Creative Arts
Dr Maeve McArdle	Nominee School of Business & Humanities
Stuart Quinn	Nominee from Office of VP for Finance, Resources & Diversity
Michelle Woods	Nominee from Office of VP for Academic Affairs & Registrar
Tobi Bewaji	Student Representative
Vacant	Staff Representative ESD
Orla Lynch	Nominee from Research Centres and Groups
Siobhan Jordan	Media & Communications Officer
Caroline Gilleran Stephens	Representative from Green Campus Committee
Remember Roger Adjei	Green Campus Student Society
Edel Healy	Initiative 1 (Healthy Campus)
	Initiative 2
	Initiative 3

SAWG - School of Health & Science	
Edel Healy	Head of School
Suzanne Linnane	
Caroline Gilleran Stephens	

SAWG - School of Informatics & Creative Arts	
Fergal McCaffrey	Head of School
David O'Keefe	Dept Computing Sciences & Mathematics
Rory Walsh	Dept Creative Arts, Media & Music
Jacqueline Toal	Dept Visual & Human Centered Computing
Paul Mc Gettrick	

SAWG - School of Engineering	
Breda Brennan	Head of School
Denise Quigley	Dept Built Environment
Paul MacArtain	Dept Electronic & Mechanical Eng
Hamed Mokhtari Amir Majdi	Engineering Trades
Eamon Martin	Electric Engineering
Paul Durcan	Electric Engineering
Eoin Clancy	Dept Electronic & Mechanical Eng
Enda Fields	Dept Built Environment
Fergal O'Rourke	Dept Electronic & Mechanical Eng
Gareth Kelly	Dept Built Environment
Eamonn Martin	Dept Electronic & Mechanical Eng
Sean Rafferty	Dept Trades & Civil Eng
Aidan MacMahon	Dept Trades & Civil Eng
David Rogan	Dept Trades & Civil Eng

SAWG - School of Business & Humanities	
Patricia Moriarty	Head of School
Meave McArdle	Dept Management & Financial Studies
Kevin Burns	Dept Hospitality Studies
Kevin McParland	Dept Humanities
Mary Kennedy	Dept Business Studies
Karen Commins	Hospitality

SAWG - FA Academic Affairs	
Sheila Flanagan	Head of FA
Michelle Woods	CELT
Carol Cousley	Library
Derek Crilly	Academic & Student Affairs
Noreen Carney	International Office
Orla Lynch	Research
Louise McCaul	Registrars Office

SAWG - FA Strategic Planning, Communications & Development	
Irene McCausland	Head of FA
Christian Maas	Estates / Sustainability Manager
Siobhan Jordan	Marketing
Garrett Duffy	RDC
Anton Barrett	LLL
Terry Hamilton	Capital

SAWG - FA Financial & Corporate Affairs	
Caroline Pigott	Head of FA
Marie Madigan	Finance
Stuart Quinn	Finance
James McCahill	Computer Service
Sarah Byrne	Human Resources
Claire Fallon	Equality, Diversity, and Inclusion

Green Campus Committee	
Caroline Gilleran Stephens	Chair
Daithí Kearney	Tobi Bewaji - Student Union
Bernard Watters	Irene Mc Causland
Enda Fields	Mary Kennedy
Oladapo Ogundijo	Annmarie Mc Hugh
Suzanne Linnane	Hamed Mokhtari Amir Majdi
Hammond Antwi Sarpong	Maeve Mc Ardle
Siobhan Jordan (Marketing Dept)	Robert Gamble
Gareth Kelly	Luis Eduardo Salazar Lopez
Eamonn Martin	Remember Roger Adjei
Mila Murphy	Seán O'Connell
Siobhan Mc Carthy	Lorcan Dunne

Appendix 2: Current DkIT Initiatives

DkIT Commitments					
Name of Initiative	Date signed off	Status	Person/Department Responsible	Theme	Sustainability Pillar
Climate Action Roadmap	01/09/2023	legal requirement	Sustainability Manager	All the below	All
Campus Engage	16/06/2014	?	?	Education / Inclusion	Social
Bike to Work Scheme	since 2009	ongoing	Finance Office	Transport	Combination
Fair Trade College	17/10/2011	?	?	Society / Food	Combination
Healthy College	20/02/2023	ongoing	Edel Healy	Health / Food / Waste	Human
Anti-Racism Principals	08/05/2024	ongoing	Diarmuid O'Callaghan	Education / Equality / Inclusion	Social
Education for Everyone	08/05/2024	ongoing	Life Long Learning	Education / Equality / Inclusion	Social
Green Campus	2024	ongoing	Caroline Gilleran-Stephens	Education / Waste	Environmental
DkIT Energy Policy	02/03/2021	ongoing	Estates Department	Energy	Environmental
Sustainability in Education	2023	ongoing	Registrar's Office - Ronan Bree	Education	Human
Athena SWAN	since 2020	ongoing	Caroline Pigott	Equality / Inclusion	Human
Smarter Travel Campus	01/06/2025	ongoing	Sustainability Manager	Transport	Environmental
Green Procurement	since 2025	legal requirement	Caroline Pigott	CO2	Economic
F-Gas Regulations	since 2008	legal requirement	Functional Areas/Schools	GHG	Environmental
Clean Vehicles Directive	since 2019	legal requirement	Functional Areas/Schools	Transport	Combination
DEC	since 2008	legal requirement	Estates Department	Energy	Combination
Public Service M&R	since 2009	legal requirement	Estates Department	Energy / CO2	Environmental
Energy Performance of Buildings Directive (EPBD)	since 2016	legal requirement	Estates Department	Building / Energy / CO2	Combination
Energy Efficiency Directive (EED)	since 2012	legal requirement	Functional Areas/Schools	Energy / CO2	Environmental
Credit Research	since 2002	ongoing	Engineering / Research	Energy / CO2	Environmental
Fresh Water Research	since 2005	ongoing	Science / Research	Biodiversity	Environmental
Environmental Society	2025	ongoing	Students – Remember Roger Adjei		Combination

Appendix 3: Overview of terms of reference for Committees and Groups of the Sustainability and Climate Action sector.

Sustainability Council (detailed in Appendix 4):

Coordinates all efforts of the various groups engaging in Climate Action and Sustainability.

Ensure compliance on climate action requirements and sustainability matters.

Holds meetings to collect and disseminate information from these groups.

Interacts with EB to provide data for the decision-making process.

Nominated Members only.

Sustainability Area Working Groups (SAWG)

Working groups within Schools and Functional areas

Coordinating efforts within their own school/FA on chosen themes applicable to their area.

Develop and coordinate strategies pertaining to the above

Ensure compliance on climate action requirements and sustainability matters within their area.

Membership via nomination from within the school /FA. (Volunteers can be included in the future including students if so desired).

One Nominee per Group to the Sustainability Council.

Green Campus Group:

Coordinates efforts within a pre-determined scope as set out by agreement with Sustainability Council.

Engages on themes as set out by the green campus guidelines issued by An Taisce.

Works with DkIT Departments to progress to a more sustainable/ greener campus.

Holds meetings to achieve and maintain the “Green Campus” status.

Concentrates its efforts on campus wide matters.

Voluntary membership including student representation.

One Nominee to the Sustainability Council.

Green Campus Student Society:

Coordinates efforts within a pre-determined scope as set out by agreement with Sustainability Council.

Is entirely organised by the student population.

Engages on themes selected by the students but based on the 17 UN SDG's.

Works with DkIT Departments to progress to a more sustainable/ greener campus.

Membership in the Green Campus Student Society is voluntary.

Up to two nominees to the Sustainability Council.

Other Groups Committees:

Groups and Committees set up to pursue a single matter relating to any of the areas covered by the 17 UN SDG.

Membership entirely voluntary.

Can apply for seat on the Sustainability Council.

Executive Board:

Decide on sustainability strategy to be followed.

Registrar's Office:

Manage the area of sustainable development in education.

Collection of data for dissemination to assist the decision-making process.

Estates Office:

Management of campus physical infrastructure.

Collection of data for dissemination to assist the decision-making process.

Fulfil legal obligations in terms of climate action reporting.

Maintain a register of opportunities.

Third Party Management:

It is the responsibility of the FA/School to ensure that all services employed by the institute adhere to the rules set out within external and internal sustainability policies and agreements.

Appendix 4: Detailed terms of reference for the DkIT Sustainability Council

TITLE OF COMMITTEE:

DkIT Sustainability Council

STATUS OF COMMITTEE

Sub-committee of the EB (Executive Board)

GUIDING PRINCIPLE OF DKIT SUSTAINABILITY COUNCIL

To promote activities, procedures and policies that will ensure sustainable development and management of the Institutes resources, to serve as a change agent and to serve as a source of information for others with similar aspirations.

RESPONSIBILITIES DELEGATED TO DKIT SUSTAINABILITY COUNCIL FROM EB

- The DkIT Sustainability Council will be chaired by a member of the EB as nominated by the President. The Sustainability Council can appoint a deputy Chair if chair is not available for meeting.
- The Sustainability Council will review, revise and be guided by the Institutes Energy and Sustainability Policy, and any other relevant legislation, as appropriate.
- To ensure continual improvement in line with DkIT Strategic Objectives.
- To identify and encourage areas of collaboration across all DkIT communities and ensure effective communication on sustainability issues affecting Institute activities.
- The prioritisation and timely delivery of Sustainable development aims and objectives by responsible persons.
- To be responsible for ensuring that the Institute complies with, and where possible exceeds, all applicable legislation, guidelines and any other relevant requirements.
- The setting of targets, use of indicators and the annual review of activities.
- To enable DkIT to provide leadership for other public sector organisations.
- To engage and collaborate with other 3rd level institutions to develop a coherent approach across the sector

ARRANGEMENTS FOR THE DKIT SUSTAINABILITY COUNCIL TO REPORT TO EB

- The Committee shall report significant (those with financial implications) decisions to the EB, and any further committees where relevant following each occasion on which it takes action.
- The DkIT Sustainability Council will submit a report on key activity on an annual basis to EB.

ARRANGEMENTS FOR THE PERFORMANCE OF THE FUNCTIONS, DUTIES AND RESPONSIBILITIES DELEGATED:

- The business of DkIT's Sustainability Council is conducted through meetings but can be done by conference call, TEAMS and e-mail etc. subject to the Chair's requirements.
- To pass a motion will require two thirds. Casting vote held by Chair.

MEMBERSHIP OF DKIT SUSTAINABILITY COUNCIL

The proposed membership of DkIT Sustainability Council are as follows:

- Climate & Sustainability Champion
- Energy Performance Officer
- Sustainability Manager
- Estates Office
- Finance Office
- Students Representative
- Representatives from the Sustainability Area Working Groups (SAWG)
- Staff representatives and interested parties
- Sustainability Council can invite additional members/experts as required

FREQUENCY OF MEETINGS

- Meetings will be scheduled on a six-weekly basis during semester time.
- Meetings will require a quorum of 50% plus one.
- Meetings will not be held during the months of July and August.