

**ASTANA INTERNATIONAL UNIVERSITY
REGULATIONS ON THE GREENHOUSE GAS EMISSIONS
REDUCTION POLICY**

**REGULATIONS
ON THE GREENHOUSE GAS EMISSIONS REDUCTION POLICY OF
ASTANA INTERNATIONAL UNIVERSITY**

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1 Introduction

This Greenhouse Gas Emissions Reduction Policy (hereinafter referred to as the Policy) has been developed for Astana International University LLP (hereinafter referred to as the University) in accordance with the results of the 2025 Greenhouse Gas (GHG) Emissions Inventory Report, which has been designated as the baseline for subsequent comparisons and emissions reduction planning.

According to the inventory (see the Report), the total gross GHG emissions amounted to approximately 6,808 tonnes of CO₂ equivalent. The largest share (approximately 75–80%) is attributable to heat and electricity consumption, while the remainder is associated with the vehicle fleet and waste management. This Policy sets out the principles and mechanisms enabling the University to consistently reduce its carbon footprint and contribute to sustainable development goals.

2 Policy Goals and Objectives

2.1 GHG emissions reduction: establish the conditions and management instruments necessary to reduce the University's annual emissions compared with the 2025 baseline year.

2.2 Integration into the educational process: engage students and employees in climate resilience issues and implement green campus principles.

2.3 Monitoring and reporting: ensure annual updates of the GHG inventory and analysis of trends relative to 2025.

2.4 Comprehensive approach: cover not only direct emissions (Scope 1) and energy consumption (Scope 2), but also progressively expand the accounting of indirect categories (Scope 3).

3 Key Principles

3.1 Scientific validity: all decisions shall be based on internationally recognised GHG accounting methodologies (GHG Protocol and IPCC) and best energy-management practices.

3.2 Comprehensiveness: GHG reduction measures shall cover infrastructure (buildings), transport, waste management, procurement, and other relevant areas.

3.3 Transparency and accountability: information on emissions volumes and achieved results shall be published in the University's annual reports.

3.4 Engagement: employees, students, and all interested parties shall be

provided with opportunities to participate in carbon-footprint reduction initiatives.

4 Scope of Application

The Policy applies to all structural units, higher schools, the Pedagogical Institute, and the University's administrative and operational facilities under its operational control, as well as to employees and students involved in activities that affect GHG emissions.

5 Reduction Areas and Mechanisms

5.1 Energy Efficiency and Clean Energy.

5.1.1 Building modernisation: insulation of building envelopes, replacement of windows, and implementation of intelligent heating and lighting control systems.

5.1.2 Energy-efficient equipment: transition to LED lighting, motion sensors, and energy-management systems.

5.1.3 Renewable energy sources, subject to technical and economic feasibility: solar panels, solar water-heating collectors, and participation in municipal clean-energy projects.

5.1.4 Awareness raising: training programmes, seminars, and the inclusion of energy-efficiency topics in academic courses.

5.2 Transport and Vehicle Fleet.

5.2.1 Vehicle fleet optimisation: introduction of hybrid and electric vehicles, reduction of unnecessary trips, and route planning.

5.2.2 Promotion of environmentally friendly transport: carpooling, cycling infrastructure, and public-transport travel incentives.

5.2.3 Fuel-consumption accounting and control, with annual verification and updating of inventory data.

5.3 Municipal Solid Waste Management.

5.3.1 Separate collection: installation of containers for different waste fractions, including paper, plastic, glass, and organic waste.

5.3.2 Recycling and composting: reduction of landfill methane emissions.

5.3.3 Awareness campaigns: educating students and employees on the importance of waste reduction and sorting.

5.4 Expansion of Scope 3 Accounting.

5.4.1 Business travel: employee air and ground transport; promotion of online meetings and accounting for related emissions.

5.4.2 Procurement: preference for suppliers with a low carbon footprint and for reusable and recyclable products.

5.4.3 Food: accounting for emissions associated with food procurement, where feasible, and promoting responsible consumption.

6 Governance and Responsibility

6.1 University senior management: approves the Policy, sets targets, and provides the necessary resources.

6.2 Higher School of Natural Sciences: coordinates implementation, conducts monitoring, develops recommendations, and prepares the annual report.

6.3 Structural units: implement measures within their respective areas, including faculties, administrative units, and dormitories.

6.4 Employees and students: comply with green campus principles, submit proposals, and participate in environmental campaigns.

7 Monitoring and Reporting

7.1 Annual GHG emissions inventory: all University units shall provide data for the reporting period, and the results shall be compared with the 2025 baseline year.

7.2 Publication of results: the findings shall be included in the annual GHG Emissions Inventory Report and sustainability reports.

7.3 Trend analysis: where emissions increase, the causes, such as expansion of floor area or growth in student numbers, shall be identified and corrective measures developed.

7.4 External communication: where necessary, data may be provided to public authorities and government bodies within the framework of sustainable-development programmes and projects.

8 Validity and Review

The Policy enters into force upon approval by the University's senior management and remains valid indefinitely. It shall be reviewed at least once every three years and whenever there are significant changes in legislation, new technologies, or relevant recommendations.

The objective is to achieve carbon neutrality by 2050 by offsetting residual emissions or reducing them to zero through the implementation of advanced solutions and the expansion and continuous improvement of environmental practices.

Accordingly, this Policy establishes the principal areas and instruments for the systematic reduction of GHG emissions at Astana International University LLP, with the goal of achieving carbon neutrality by 2050.

9 Amendments

9.1 Amendments and additions to these Regulations may be made only with the Rector's authorisation and shall be documented under the Rector's signature in the form of an amendment notice. The amendment notice sheet shall be prepared in the prescribed form and distributed to all structural units holding a copy of these Regulations. Amendments and additions to the original and registered working copies shall be made in accordance with University requirements. An amendment notice for Regulations submitted for retention may be issued only by the originating unit. The Head of the Structural Unit (HSU) shall enter amendments in the Regulations and make the required entry in the Register of Amendments and Additions.

9.2 The HSU is responsible for incorporating amendments and additions into the original and registered working copies.

9.3 The HSU shall review the Regulations at least once every three years, with a mandatory entry in the Periodic Review Record.

9.4 Grounds for amending or supplementing the Regulations may include:

- newly adopted amendments and additions to laws and other binding regulatory legal acts;
- orders of the Rector;
- redistribution of responsibilities among structural units;
- reorganisation of structural units;
- an internal memorandum from the HSU stating the reason for the proposed amendment.

9.5 Where the name of a unit changes, the Regulations shall be replaced.

9.6 Upon replacement, all superseded copies of the Regulations held by the University shall be withdrawn and replaced with new copies.

9.7 The HSU is responsible for replacing and withdrawing obsolete copies of the Regulations.

9.8 Superseded Regulations shall be marked "Cancelled", indicating the grounds and date of cancellation and bearing the signature of the person making the entry, and shall then be archived. Archived documents shall not be used for operational purposes.

10 Approval, Retention, and Distribution

10.1 The HSU shall coordinate the Regulations in accordance with the requirements of the regulatory legal acts of the Republic of Kazakhstan.

10.2 The Regulations shall be developed by the HSU.

The Regulations shall be agreed with:

- the Vice-Rector for Administrative and Operational Affairs;
- the Vice-Rector for Youth Policy and Social Affairs;

- the Director of the Department of Quality Assurance and Employability;
- the Director of the Department of Academic Policy;
- the Deans of the Higher Schools and the Director of the Pedagogical Institute.

10.3 The Regulations shall be approved by the Rector of the University and shall remain valid until cancelled.

10.4 The original Regulations shall be retained by the Department of Academic Policy, and the Director of the Department shall be responsible for their safekeeping.

10.5 The HSU shall be responsible for ensuring that all employees of the structural unit individually acknowledge the contents of the Regulations by signing the acknowledgement sheet attached to the original.

10.6 The HSU shall be responsible for retaining the registered working copy of the Regulations within the unit.