

ISTANBUL TECHNICAL UNIVERSITY
WATER MANAGEMENT DIRECTIVE

FIRST PART

Aim, Scope, Basis and Definitions

AIM

Article 1- The purpose of this directive is to manage the water, including alternative water sources such as rainwater and grey water within the responsibility and authority of the ITU Rectorate, used for education, training, research, production, service and other activities in ITU campuses in a sustainable manner as well as ensuring wastewater disposal without posing any risks on human health and environmental sanitation and to lay down the principles for its provision.

SCOPE

Article 2- This directive covers the legal, administrative and technical guidelines, the principles and regulations for the formation of policies and programs in line with these guidelines, and the provisions regarding their implementation in all ITU campuses related to:

- a. Users and building managers should be aware of their responsibilities and fulfill their responsibilities in minimizing water use by saving water inside the buildings,
- b. Carrying out necessary studies on rainwater harvesting practices from buildings and from the surfaces,
- c. Collection, treatment and reuse of grey water in suitable buildings,
- d. Disposal of wastewaters without causing any human health and environmental sanitation problems by means of implementation of proper wastewater collection and disposal systems when wastewater is not reclaimed.

BASIS

Article 3- This directive has been prepared by considering;

- “Regulation on Stormwater Collection, Storage and Discharge Systems” which entered into force after being published in the Official Newspaper dated 23 June 2017 and numbered 30105,
- “Regulation on the Amendment of the Planned Areas Zoning Regulation”, which came into force after being published in the Official Newspaper dated 23 January 2021 and numbered 31373,
- “Regulation on the Management of Bathing Water Quality”, which came into force after being published in the Official Newspaper dated September 25, 2019 and numbered 30899,
- “Regulation on Wastewater Collection and Disposal Systems” which entered into force after being published in the Official Newspaper dated 6 January 2017 and numbered 29940,

- Special Expertise Commission Report on Water Resources Management and Security published within the scope of the 11th Development Plan by the former Ministry of Development of Republic of Turkey covering the years 2019-2023,
- National Water Plan of the Ministry of Agriculture and Forestry of Republic of Turkey, covering the years 2019-2023.

DEFINITIONS

Article 4- The terms mentioned in this directive are defined as;

- a. University: İstanbul Technical University,
- b. Water Management Commission (WMC): The commission formed to carry out the tasks specified in the directive,
- c. Units: Faculties, Institutes, Research, and Application Centers and other units of the university,
- d. Unit Water Administrative Officer: Unit administrative manager responsible for the unit water management,
- e. Grey water: Wastewater other than toilet wastewater (wastewater from kitchen and bathroom sinks, showers and bathtubs),
- f. Rainwater: Rain or melted snow collected from the roofs of buildings or from runoff,
- g. Wastewater: Water polluted as a result of domestic, industrial and other uses or whose nature changed partially or completely.

SECOND PART

General Principles, Principles of Execution, Management Units, Duties and Obligations

GENERAL PRINCIPLES

Article 5- The waters (water obtained from city networks, grey water, rainwater, wastewater) used in all campuses, within the responsibility and authority of the University are managed in accordance with the following principles:

- a. It is essential to determine and record the amount of water used by the units, to minimize water use, and to reduce water losses and leakages.
- b. It is essential to treat grey water and rainwater in a way that minimizes the possible negative effects on human health and the environment, and to determine/measure the treated/used amount of grey water and rainwater.
- c. It is essential to provide drainage and disposal of wastewaters, other than reclaimed wastewater such as grey water, through wastewater collection channels without causing any adverse impacts on human health and the environment.

PRINCIPLES OF EXECUTION

Article 6- Water Management Directive is executed by the ITU Water Management Commission. The execution of the works related to the subject matter is met by the staff to be appointed by the Rector's Office/Dean's Office/Directorate or the appropriate administration.

MANAGEMENT UNITS

Article 7- Management units have been defined as;

- a. **Water Management Commission:** It consists of five (5) members including at least two (2) faculty members appointed by the Rector, preferably from Environmental Engineering, Chemical Engineering, Mechanical Engineering, Architecture, Landscape Architecture, and Civil Engineering Departments, as well as one representative each from the Directorate for Construction and Technical Affairs, Directorate for Administrative and Financial Affairs and the Secretary-General of the University. The term of office of the commission members is three (3) years. A commission member whose term of office has expired may be reassigned or dismissed by the Rector before the expiry of her/his term, following the procedure in her/his assignment.
- b. **Chairman of the Water Management Commission:** She/He is appointed by the Rector from among the members of the Water Management Commission.
- c. **Unit Water Administrative Officers:** They are the personnel within the units specified in Article 4, subparagraph (c). They are preferably assigned with the approval of the rector from among the Faculty Secretary in Faculties, Institute Secretary in Institutes and Director in Research Centers.

RESPONSIBILITY, DUTIES AND OBLIGATIONS

Water Management Commission

Article 8- The Water Management Commission ensures that the water used for education, training, research, production, service and other activities in ITU campuses within the responsibility and authority of the ITU Rectorate (including alternative water sources such as rainwater and grey water) is used in a sustainable manner and generated wastewater in ITU campuses is collected and disposed of without threatening human health and environmental sanitation. It is responsible for all the units related to the water management to work in coordination and the correct and effective implementation of the directive. The Commission fulfills this responsibility with the authority it receives from the Office of the Rector. Duties and obligations of the Commission are:

- a. Determining the difficulties encountered in the execution of the directive, producing solutions to overcome these difficulties, and defining the Implementation Principles of this directive,
- b. Reviewing and updating the directive in case of changes in the legislation specified in Article 3 or in other cases where necessary,
- c. Organizing trainings and information/awareness-raising meetings, especially in units where undergraduate/graduate education is not provided (kitchen, pool, sports facility, etc.),
- d. Providing information, technical support and consultancy services to university administration and units on water management when necessary,
- e. Evaluation/analysis of the data every three (3) months (on the amount and/or quality of water from city network, harvested rainwater, grey water, etc.) obtained from the units or collected by the Construction and Technical Department,
- f. Monitoring and evaluation of data reported by the units or the representative from the Directorate for Construction and Technical Affairs and reporting them every year to the Rectorate,
- g. Carrying out studies for the collection, treatment and reuse of rainwater from the roofs of appropriate buildings according to the order of prioritization.

Chairman of the Water Management Commission

Article 9- The duties and responsibilities of the Chairman of the Water Management Commission are as follows:

- a. Representing the WMC,
- b. Organizing the work of the WMC,
- c. Inviting the Unit Water Administrative Officers to the relevant meetings,
- d. Ensuring the necessary coordination for the regular and effective functioning of all units, Unit Water Administrative Officers and administrative personnel involved in the water management process.

Unit Water Administrative Officers

Article 10- Unit Water Administrative Officers are responsible for;

- a. Ensuring the fulfilment of the principles of the “Water Management Directive” in its unit and subunits,
- b. Conducting measurement, monitoring and control activities on the water in the units,
- c. Taking measures to minimize water use/loss in the units and announcing the details of the measures taken for sustainable water management in their own unit,
- d. If available, evaluation of the collected data on grey water systems in the units, sampling grey water and delivery of it to a suitable laboratory, following the measurement results of the samples,
- e. Evaluation of the collected data related to rainwater harvesting in the units,
- f. Submitting all data related to water consumption and water recovery (if any) to the WMC every three (3) months.

DECISION MAKING PROCESS OF THE WATER MANAGEMENT COMMISSION

Article 11- The Commission meets with an absolute majority of the total number of members and takes decisions with one more than half of the number of people attending the meeting. The commission holds its regular meetings every three (3) months and may convene extraordinarily, if necessary, upon the call of the chairman of the WMC. It may also hold extended meetings attended by representatives of the units.

THIRD PART

Enforcement and Execution

ENFORCEMENT

Article 12- This directive enters into force on the date it is accepted by the University Senate.

EXECUTION

Article 13- The Rector executes the provisions of this directive.