

<b>Policy subject:</b> <b>SDG Progress Reporting and Publication Policy</b>	<b>Policy number:</b> 73/P.D/2024	<b>Date of last revision:</b> 2024/11/15
<b>Implementing body:</b> Administrative Affairs Department	<b>Implementing start date:</b> 2024/11/20	<b>Policy reference:</b> Planning and Development Department

**Overview:** Palestine Ahliya University (PAU) is dedicated to advancing its role as a regional leader in promoting the Sustainable Development Goals (SDGs). To strengthen transparency, accountability, and public awareness, PAU commits to preparing and publishing detailed reports documenting its contributions to sustainable development. This policy highlights the university's progress toward achieving the SDGs and reinforces its commitment to sustainable practices at the institutional, local, and international levels.

#### **Objectives:**

- **Document Progress Toward SDGs:**  
Provide clear, transparent, and accessible documentation of PAU's achievements and progress in advancing the SDGs.
- **Increase Awareness:**  
Enhance local and international community understanding of PAU's efforts and leadership in sustainable development initiatives.
- **Support Continuous Improvement:**  
Enable the evaluation and refinement of sustainable policies and strategies through regular reporting.
- **Demonstrate Leadership:**  
Position PAU as a role model in Palestine and the region by showcasing its commitment to global SDG initiatives.

#### **Scope:**

This policy applies to all units, departments, and stakeholders within PAU involved in activities related to the Sustainable Development Goals. It encompasses:

1. Preparation of detailed SDG progress reports reflecting the university's efforts in education, research, and community outreach.
2. Publication of reports targeting diverse audiences, including students, staff, local communities, and international partners.
3. Establishment of mechanisms to track and evaluate SDG-related initiatives and integrate findings into future plans.

### **Statements:**

PAU is committed to fostering a culture of accountability and transparency by regularly reporting on its contributions to the SDGs. These reports will serve as a testament to the university's efforts in addressing local and global sustainability challenges, emphasizing its role as a leader in promoting sustainable development in Bethlehem, Palestine, and beyond.

### **Procedures:**

#### **1. Establish a Working Team:**

- Form a specialized team consisting of experts from both academic and administrative departments.
- Define clear roles and responsibilities within the team to ensure efficient implementation of SDG monitoring tasks.

#### **2. Collect Data:**

- Gather relevant data from various academic and administrative units across the university.
- Use international tools and standards to ensure the data collected accurately reflects performance in relation to SDGs.

#### **3. Analyze Data:**

- Analyze the collected data using specialized software and techniques to maintain accuracy and consistency.

- Evaluate how well the university is meeting specific SDG targets based on the data collected.

#### **4. Draft Reports:**

- Create comprehensive reports that summarize the collected data, analysis, achievements, and challenges.
- Ensure that the reports are in alignment with international standards for SDG reporting.

#### **5. Review Reports:**

- Conduct internal reviews to ensure the reports' accuracy, clarity, and consistency.
- Present the reports to university leadership for final approval and endorsement.

#### **6. Publish Reports:**

- Publish the approved reports on the university's website and social media platforms for public access.
- Share the reports with local and international partners to enhance transparency, build trust, and foster collaboration.

#### **7. Engage Stakeholders:**

- Organize workshops and meetings with stakeholders to present the findings and engage in discussions.
- Collect feedback and recommendations from stakeholders to improve the university's future performance and impact related to SDGs.

#### **KPIs:**

- Number of SDG progress reports published annually by PAU.
- Percentage of local and international stakeholders engaged through PAU's SDG publications.
- Increase in awareness of PAU's SDG efforts among the university community and local population, measured through surveys.