Environmental Policy

Version 6

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Contents

Summary and Purpose

King Faisal University (KFU) participates to find solutions to the issues and challenges facing the world in general and the Kingdom of Saudi Arabia especially with regard to food security and environmental sustainability and cooperates with the United Nations to achieve The UN's Sustainable Development Goals. KFU carry out its activities in accordance with the environmental standards and commitments to achieve the Kingdom's Vision 2030 and the Saudi Green and the Green East Initiative.

KFU focus to realize these goals by supporting education, research, innovation sectors and its community partnerships to develop the business sectors.

This policy is one of the university's policies related to KFU's institutional identity in terms of food security and environmental sustainability. KFU has implemented this policy within the KFU's strategy 2020-2024 as a specific project entitled **"Maximizing the Environmental Impact of the Campus"** under No. (3-8). This policy is based on four tasks and activities, which are:

1: Assessment of the current environmental impact of the university city

2: A benchmark comparison with green and sustainable university cities in the world

3: Developing a plan to maximize the environmental impact of the university city

4: Implementation and continuous assessment of the current environmental impact of the university city

Policy Components:

The current policy develops procedures and plans to reduce the impact of human activities on the environment and to achieve a sustainable campus at KFU by following three main axes:

1- Procedures and Operations Management: This category focuses on sustainability in relation to the management of energy, transportation, waste and water.

2- Curriculum and Research: This category focuses on integrating the topics of sustainability into curriculum and research

3- Stakeholder Engagement: This category focuses on managing different top-level committees and environmental groups in the campus and their activities.

Energy Management:

The project is based on three main objectives related to energy conservation on the campus of KFU, reducing energy use and increasing the use of renewable energy.

Transportation Management and Reduction of Carbon Emissions:

In order to reduce the environmental impact of transportation associated with the university by promoting sustainable transportation for students, employees and suppliers, reducing greenhouse gas emissions resulting from the transportation sector, and reducing student movement within the campus by car.

Waste Management:

It aims to promote initiatives aimed to reducing waste generation, giving priority to the reuse of materials generated from waste, and options for sustainable disposal including recycling and composting.

Water Management:

It aims to implement initiatives that limit and rationalize water consumption and support the sustainable water extraction methods on campus.

Green Education: The policy works to include and develop curriculums related to sustainability. The policy also aims to increase scientific research on sustainability issues.

Stakeholder Engagement:

The policy aims to make sustainability a part of the campus culture and community, advocating sustainability at the institution level, arranging sustainability resources and reviewing sustainability effort

Sustainable construction and refurbishment:

The policy applies all environmental standards and measurements in the design of new buildings. It also includes projects for renovating old buildings, and a commitment to reduce environmental impact, operation, costs, energy use, and carbon emissions.

Sustainable Procurement and Investment:

The policy embeds sustainable procurement by working with and influencing suppliers in a socially, ethically and environmentally responsible manner. And to ensure that all investment and banking practices are carried out in an economically feasible, socially responsible and consistent manner with the ethics and values of the university.

Implementation and Execution:

The Strategic Planning and Institutional Identity Administration (SPA) at KFU follows up the execution of this policy and gives all technical support for teams.

Regular workshops are undertaken to train and help the teams. If an issue is found in any project, the responsible mentor suggests some corrective procedures and discuss them with teams. A monthly report is developed by the Strategic Planning and Institutional Identity Administration and is presented to the Higher Committee for Strategic Planning to takes the final appropriate decisions to ensure the proper progress of the project.

To increase the efficiency of the execution plan, SPA uses several tools in monitoring and controlling the operating plan. Quality management system is used to improve quality. A new software using a project management tool is utilized to help monitor the performance. Moreover, a special risk management tool is added to the software. This ensures successful reduction or elimination of the hazards risks and prepare the mitigation plans to monitor all strategy implementation process.

In terms of the performance reports, the following procedures are undertaken:

1. Collecting data from all the university sectors about their projects using templates developed by the Strategic Planning administration.

2. Undertaking quantitative and qualitative analysis of the collected data.

3. Preparing two performance reports (semi-annual and annual) including quantitative and qualitative analysis, recommendations and corrective actions.

4. Presenting the two reports to the Higher Committee of the strategic plan.

5. Approval of corrective measures by the Higher Committee for Strategic Planning and change some projects or their performance if needed.

7. Informing the sectors with the required modifications to implement them.

Policy Governance

KFU has developed a clear governance structure for formulating and executing this plicy. In strategy formulation and designing, we set up a governance structure that includes 3 layers. First, we set up a steering committee (the Upper Strategic Planning Committee) which includes the leadership of the university and is tasked with setting the direction and approving the strategy. The second layer is the Executive Committee of Strategic Planning which is diverse and includes most of the middle management within the university. The task of this committee is translating the vision of the leadership into an executable strategy that includes clear goals, objectives, and KPIs along with the initiatives\projects that are designing to achieving these goals and are informed by the external and internal environment analyses. The third layer is the Strategic Planning Administration, which ensures that the strategic planning within the university is done in accordance to the best practices strategic planning.

In policy execution and implementation, our governance system includes the Upper Strategic Planning Committee, SPA, the vice president who is designated as the owner of the project, and the project team. Initially, SPA used to measure the performance once a year. As we quickly realized that this approach does not provide us with timely information about the projects, we shifted to a semi-annual reporting supported with evidence and followed by a meeting for performance review. In these meetings, issues related to performance are raised, and corrective actions are taken. SPA follows the implementation of these actions. Additionally, the owner of the project reviews the meeting minutes of teams that report to him\her. Lately, SPA began receiving the meeting minutes from all the teams and compiling a monthly report to the president on the statutes of all projects to aid his oversight of strategic projects. Collectively, all of these reports and performance reviews compromise the strategy management calendar.

Furthermore, KFU has considered UN-SDGs and factored sustainability and diversity in several activities and practices related to its strategy formulation and execution. For example, the strategy includes initiatives related to the environmental and financial sustainability of the university. Moreover, when assembling the teams of the 43 strategic projects, SPA ensures that these teams include the top talent within the university while being diverse and inclusive of all collages, age groups, genders, and nationalities. In doing so, we ensure that KFU benefits from the different perspectives that its diverse staff can provide. We also believe that broadening the staff engagement in formulating and executing the strategy is critical in change management that is necessary for sustainable organizational transformation.

In addition, the governance structure of KFU's policy is agile and flexible and benefits from continues learning. This is evident by the abovementioned improvements and adjustments of the performance reporting practices.

Implantation Plan

Energy:

Goal 1: Energy conservation in KFU campus

Objective 1: Develop and implement an Energy Conservation Policy (ECP)

Strategy	Outcome	Performance Indicator	Responsible entity
Implement an engagement strategy for the Energy Conservation Policy	▪ Reduced energy consumption ▪ Reduced carbonfootprint ▪ Reduced energy costs	▪ % employees participating ▪ Change in energy consumption ▪ KFU Community feedback	▪ ESAC* ▪ EPU** ▪ University City Authority

*ESAC= Environmental and Sustainability Advisory Committee;

**EPU=Environmental Protection Unit

Objective 2: Encourage energy-conserving behaviors among faculty, staff,and students

Strategy	Outcome	Performance Indicator	Responsible entity
Commitments to turn off and unplug computers and electronics before leaving for vacations	▪ Reduced energy consumption	▪ How many reminders sent ▪ Number of commitments ▪ Follow up with the achievement of commitment	ESAC EPU
Remind users to turn off projectors	▪ Reduced energy consumption	▪ Develop background image in computer to remind users turning off projectors and putting computers to sleep	IT Officer in respective College
Remind user to turn off lights before leaving the classroom/office	▪ Reduced energy consumption	▪ Number of signage placed ▪ Follow up with the ▪ energy consumption	College Administration

Objective 3: Make public of the energy data and accomplishments

Strategy	Outcome	Performance Indicator	Responsible entity
Publicize energy related information to the campus community	▪ Better understanding of campus energy accomplishments	▪ Number of presentations given to Colleges and Administrative staff ▪ Number of flyers, article published	▪ ESAC ▪ EPU ▪ Maintenance Department ▪ University City Authority
Include a dedicated webpage in the website of Maintenance department	▪ Better energy education	▪ Interactive components ▪ Historical energy information	▪ ESAC, EPU ▪ Maintenance Department
Share the energy data via the website	▪ Better access to historical energy data, policies, and energy Projects by the faculty and students	Data published on: ▪ Energy consumption ▪ Policies ▪ Solar energy	▪ ESAC, EPU ▪ Maintenance Department

Goal 2: Initiatives to reduce energy usage

Objective 1: Evaluate energy savings due to Smart Building design and Building Management System (BMS)

Strategy	Outcome	Performance Indicator	Responsible entity
Implement different energy saving measures in building	▪ Reduced energy consumption ▪ Reduced carbon footprint ▪ Reduced energy costs	▪ Working condition of BMS ▪ Change in energy consumption	▪ ESAC, EPU ▪ Maintenance Department ▪ University City Authority

Goal 3: Initiatives to increase use of renewable energy

Objective 1: Evaluate current and potential renewable energy sources in the campus

Strategy	Outcome	Performance Indicator	Responsible entity
Estimate the capability of currently installed PV system and plan for future extension	▪ Increased renewable energy ▪ Reduced carbonfootprint	▪ Number of PV system installed and their location ▪ Number of PV system planned	▪ ESAC, EPU ▪ Maintenance Department ▪ University City Authority

Objective 2: Connect all existing solar photovoltaic system to the university's electrical system

Strategy	Outcome	Performance Indicator	Responsible entity
Develop a plan to connect all PV system to the central electrical system	▪ Reduced energy consumption ▪ Increased renewable energy	▪ Annual power generation by PV system	▪ ESAC, EPU ▪ Maintenance Department ▪ University City Authority

Transportation:

Goal 1: A 10% reduction of GHG emission from University fleet and commuter by 2024

Objective 1: Reduce single-occupancy vehicle commuting of university fleet

Strategy	Outcome	Performance Indicator	Responsible entity
Develop a strategy to reduce single-occupancy vehicle commuting (also, conduct survey on employee commuting)	▪ Increased employee awareness of environmental impact of commuting ▪ Decreased single occupancy vehicle Usage ▪ Reduced carbon emissions	▪ % employees participating in Employees Commuting Survey ▪ Planning group created ▪ Number of workshops	▪ ESAC, EPU ▪ Transportation Department ▪ Office of the Vice President

Objective 2: Introduce electric car in the university fleet

Strategy	Outcome	Performance Indicator	Responsible entity
Develop a Plan to acquire electric car in the university fleet (initially used by Campus Security)	▪ Reduced GHG emission	▪ Number of electric cars added ▪ Change in fuel consumption	ESAC, EPU KFU Transportation department

Goal 2: Reduced student and faculty commuting in the campus by car

Objective 1: Implement on-campus circular route bus transportation system

Strategy	Outcome	Performance Indicator	Responsible entity
Plan to acquire buses for a pilot scale shuttle service in the campus	▪ Reduced number of car in the campus ▪ Reduced GHG emission	▪ Number of buses added to the University fleet ▪ Change in fuel consumption	▪ ESAC, EPU ▪ Transportation Department ▪ Office of Vice President

Objective 2: Encourage bicycle travel during Spring season

Strategy	Outcome	Performance Indicator	Responsible entity
Develop a Plan to provide free bicycles ride (get deposit and give back when bike is returned)	▪ Reduced number of car in the campus ▪ Reduced GHG emission	▪ Number of bicycles added ▪ Number of commuter used	KFU Transportation department
Include the locations of campus bicycle rack into campus map	▪ Increased employee and student bicycle travel ▪ Increased fitness	▪ Locations added to the map	▪ ESAC, EPU ▪ KFU Transportation department

Waste:

Goal 1: Less generation of waste

Objective 1: Reduce the use of paper towel

Strategy	Outcome	Performance Indicator	Responsible entity
Replace paper towel dispensers with safe and high efficiency hand dryer in academic buildings that are justified to replace	▪ Reduced carbon footprint ▪ Reduced long-term costs ▪ Reduced waste	▪ Audit the change in cost ▪ Audit of waste weights before and after paper towel removal ▪ Users' satisfaction survey	▪ ESAC ▪ Maintenance Department ▪ Colleges

Objective 2: Minimize waste in staff and faculty offices

Strategy	Outcome	Performance Indicator	Responsible entity
Minimize paper print by adopting different online format	▪ Reduced waste ▪ Reduced carbon footprint ▪ Reduced cost	▪ Quantity of paper	▪ ESAC ▪ Colleges
Print double sided	▪ Reduced waste ▪ Reduced carbon footprint ▪ Reduced cost	▪ Quantity of paper	▪ ESAC ▪ Colleges
Minimize accepting paper report from students	▪ Reduced waste ▪ Reduced carbon footprint	▪ Number of items transition from paper format to electronic format	▪ ESAC ▪ Colleges

Objective 3: Minimize waste generated by students

Strategy	Outcome	Performance Indicator	Responsible entity
Develop a Plan to encourage students to bring less to campus	▪ Reduced waste ▪ Reduced carbon footprint	▪ Amend list of gifts for incoming students	▪ ESAC, EPU ▪ Student Affairs

Goal 2: Habituate to reuse and recycle

Objective 1: Implement Campus Waste Recycling Scheme

Strategy	Outcome	Performance Indicator	Responsible entity
Conduct detailed characterization and calculate generation of solid waste in the campus	▪ Understanding of the waste generated and help in devising recycling program	▪ Characterization and quantification conducted	▪ ESAC, EPU ▪ Maintenance Department ▪ Waste Management Contractor
Implement printed paper recycling from Academic buildings	▪ Paper waste generated and help in devising recycling program ▪ Reduced GHG emission	▪ Amount of waste paper collected ▪ Revenue after selling to external recycling companies	▪ ESAC, EPU ▪ Maintenance Department ▪ Waste Management Contractor
Establish a waste sorting facility in "Agricultural Research Station" to separate recyclable materials	▪ Help in planning and implementing the recycling program	▪ Amount of recyclable materials collected ▪ Amount of solid waste diverted from landfill	▪ ESAC, EPU ▪ Agricultural Research Station Administration ▪ Waste Management Contractor

Objective 2: Encourage participation in campus recycling programs

Strategy	Outcome	Performance Indicator	Responsible entity
Develop a strategy to ensure participation of campus stakeholders in recycling programs	▪ Increased recycling rates	▪ Volume of recyclable materials	▪ ESAC, EPU ▪ Waste Management Contractor

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Objective 3: Decrease use of disposable items in student canteen

Strategy	Outcome	Performance Indicator	Responsible entity
used in the canteen and propose suitable replacement	▪ Increased reuse rate ▪ Decreased landfill emission	▪ Number of disposable items replaced	▪ ESAC, EPU ▪ Students Canteen authority and contractor
Provide all Preparatory Year student with a free reusable mug	▪ Decreased use of disposable cups	▪ Number of reusable mugs distributed ▪ Change in number of disposable cups purchased	▪ ESAC, EPU ▪ Students Canteen authority and contractor

Objective 4: Design a cost-effective composting program for all organics recycling diversion

Strategy	Outcome	Performance Indicator	Responsible entity
Plan for a composting System at Agricultural Research Station to accommodate all food waste	▪ Increased food waste diversion ▪ Production of compost for farming in Agricultural Research Station	▪ System installed or not ▪ Quality of compost	▪ ESAC, EPU ▪ Students Canteen authority and contractor ▪ Agricultural Research Station Administration ▪ Waste Management Contractor

Goal 3: Apply sustainable practice

Objective 1: Implement best applicable sustainable practice from benchmarked universities

Strategy	Outcome	Performance Indicator	Responsible entity
Develop an Asset Management Software	▪ Efficient redistribution of excess resources and assets across campus departments ▪ Reduce the purchase of new equipment and consumables	▪ The progress in the software development ▪ How many departments have participated to share equipment and consumables	▪ ESAC, EPU ▪ Purchase and procurement department
Develop *Share The Lab* program	▪ Reduce the purchase of new chemicals and Laboratory consumables	▪ The progress in the development of theprogram ▪ How many departments have participated to share Lab consumables	▪ ESAC, EPU ▪ Purchase and procurement department ▪ Central Laboratory

Water:

Goal 1: Access to drinking water refill station

Objective 1: Increase the number of refillable drinking water dispensers

Strategy	Outcome	Performance Indicator	Responsible entity
Install drinking water dispensers in each Academic building	- Increased access to drinking water - Reduced use of PET bottle	Number of dispensers installed	- ESAC, EPU - Maintenance Department - Colleges
Show locations of water fountain and bottle filling stations in the academic building map	Ease of finding the location of the dispenser	- Map created - List publicized	- ESAC, EPU - Maintenance Department - Colleges

Goal 2: Less water wastage

Objective 1: Encourage to waste less water

Strategy	Outcome	Performance Indicator	Responsible entity
Develop water conservation measures	Increased knowledge on how to reduce the wastage of water	- Audit conducted or not - Hired any external consultant or not	- ESAC, EPU - Maintenance Department - Water Studies Center

CURRICULUM AND RESEARCH

In this category, integrating sustainability into the curriculum and research is emphasized. It is understood that sustainability is already integrated as a part of many programs, yet after implementation of the proposed goals and objectives, students will be better equipped to address environmental sustainability challenges when they are graduated.

Goal 1: Integration of sustainability into the curriculum

Objective 1: Provide sustainability-related experiences for students to enhance the knowledge of sustainability

Strategy	Outcome	Performance Indicator	Responsible entity
Courses allocate some grades for conducting projects related to campus sustainability	▪ Students gain practical knowledge about sustainability ▪ The campus community will be benefitted from project work	▪ Number of new or modified courses adopted sustainability ▪ Number of faculty members adopted the sustainability idea into the course	▪ ESAC* ▪ EPU** ▪ Colleges

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Objective 2: Increase the number of sustainability related faculty position

Strategy	Outcome	Performance Indicator	Responsible entity
Introduce/increase visiting faculty, postdoctoral scholars, and environmental engineering/sustainability focused faculty	▪ Increased understanding of sustainability education available to students	▪ Number of post-docs, visiting professors, and faculty hired	▪ ESAC, EPU ▪ Vice President for Academic Affairs and Research

Goal 2: Increase environmental research

Objective 1: A dedicated track on Environmental research offered by Deanship of Scientific Research

Strategy	Outcome	Performance Indicator	Responsible entity
Open a new Institutional Funding Track for paper/projects on environmental issues	▪ Increased environmental research to solvepractical sustainability challenges	▪ New IFT ▪ Number of projects awarded	▪ ESAC ▪ EPU ▪ Vice President for Academic Affairs and Research ▪ DSR

Objective 2: Showcase Undergraduate and Graduate projects

Strategy	Outcome	Performance Indicator	Responsible entity
Organize "Sustainability Competition" college-wide as well as university-wide	▪ Increased enthusiasm to sustainability by the students	▪ Number of competition organized ▪ Number of students/groups participated	▪ ESAC ▪ EPU ▪ Vice President for Academic Affairs and Research ▪ Student Affairs

STAKEHOLDERS' ENGAGEMENT

This category summarizes strategies to make environmental sustainability as a part of the campus culture of the King Faisal University. This category aims for full and active participation of university high-level administration, faculty, staff and students. The category also highlights ways to engage all stakeholders in establishing environmental sustainability in the campus.

Goal 1: Advocating sustainability at the institution level

Objective 1: Incorporate environmental sustainability into university strategic planning

Strategy	Outcome	Performance Indicator	Responsible entity
Develop a plan to incorporate recommendations made by ESAC and EPU in the upcoming Strategic Planning process	▪ University commitment to make sustainable KFU campus will be enhanced	▪ Inclusion of sustainability goals and objectives in the upcoming plan	▪ ESAC ▪ EPU ▪ Department of Strategic Planning
Update this Sustainable Campus Action Plan with the feedback from campus community	▪ Increased community engagement and participation in sustainability activities	▪ New plan created or not ▪ Number of surveys conducted ▪ Number of response from colleges, participated in the survey	▪ ESAC ▪ EPU ▪ Department of Strategic Planning

Goal 2: Arranging sustainability resources

Objective 1: Establish and maintain an effective Sustainability Office/Committee for supporting activities and initiatives

Strategy	Outcome	Performance Indicator	Responsible entity
Develop ways to engage campus as well as wider community on sustainability	▪ Increased community engagement and participation in sustainability activities	▪ Number and roles of community members involved	▪ ESAC ▪ EPU ▪ Student Affairs ▪ Department of community engagement

Strategy	Outcome	Performance Indicator	Responsible entity
		▪ Level of public participation in campus activities	
Introduce support for Students' sustainability project	▪ Students will be empowered to cater new ideas	▪ Number of students supported ▪ Number of projects supported	▪ ESAC ▪ EPU

Objective 2: Arrange funding sources for sustainability initiatives

Strategy	Outcome	Performance Indicator	Responsible entity
List potential sources of funding agencies and communicate for possible funding opportunities	▪ Ability to fund sustainable projects in the campus	▪ Number of funding agencies identified, communicated and agreed to support	▪ ESAC ▪ EPU

Goal 3: Reviewing sustainability efforts

Objective 1: Monitor the progress towards key goals identified in this Sustainable Campus Action Plan (SCAP) and make it public

Strategy	Outcome	Performance Indicator	Responsible entity
Establish a plan to monitor and review the progress of the implementation of the SCAP	▪ Timeline will help to achieve systematic evaluation of the SCAP	▪ Structure of the plan determined	▪ ESAC ▪ EPU ▪ Department of Strategic Planning
Develop and publish the first sustainability report	▪ Publicly available data to inform university community and other universities about the sustainable practice in KFU	▪ Report annually, following initial report	▪ ESAC ▪ EPU ▪ Department of Strategic Planning

Objective 2: Regularly submit standardized report

Strategy	Outcome	Performance Indicator	Responsible entity
Prepare and submit Green Metric report	▪ Increased sustainability outlook	▪ Report prepared or not	▪ ESAC ▪ EPU ▪ Department of Strategic Planning
Prepare and publish campus GHG emission report	▪ Increased sustainability outlook ▪ Track GHG emission	▪ Data gathered ▪ CO_2 emitted per year ▪ Percent change over time	▪ ESAC ▪ EPU ▪ Department of Strategic Planning ▪ Deanship of Information Technology
Apply to get affiliation of STARS (The Sustainability Tracking, Assessment & Rating System)	▪ Increased sustainability outlook	▪ Metrics outlined in STARS criteria	▪ ESAC ▪ EPU ▪ Department of Strategic Planning ▪ Colleges

Goal 4: Rendering sustainability as a part of campus culture and community

Objective 1: All Faculty and staff members understand the principle of sustainability

Strategy	Outcome	Performance Indicator	Responsible entity
Conduct a questionnaire survey to understand faculty and staff's knowledge about sustainability; develop a plan to take action according to the survey result	▪ Increased understanding of sustainability issue by faculty and staff ▪ Increased sustainability outlook	▪ Conduct the survey annually, following initial survey ▪ Number of participants	▪ ESAC ▪ EPU ▪ Department of Strategic Planning ▪ Colleges

Objective 2: Make the campus sustainability information more accessible

Strategy	Outcome	Performance Indicator	Responsible Entity
Install signage showing sustainability initiatives	Increased knowledge of campus community	▪ Number of signage installed Number of new signage planned	▪ ESAC EPU
Publicize students' achievement on sustainability issues through dedicated part of the KFU website	Increased enthusiasm to sustainability by the students	▪ Number of students' work publicized ▪ Number/percentage of under-represented students' work	▪ ESAC ▪ EPU Deanship of Information Technology

Objective 3: Encourage sustainability leadership and organize sustainability-based events

Strategy	Outcome	Performance Indicator	Responsible entity
Develop different sustainability workshops and trainings for students, faculty, and staff	▪ Increased enthusiasm to sustainability by the stakeholders	▪ Number of workshop/training/event sorganized	▪ ESAC ▪ EPU ▪ Colleges ▪ Student Affairs
Plan for a series of annual programs	▪ Increased engagement of campus stakeholders	▪ Number of competitions, waste audits, field trips, clean ups, and other interactive programs held ▪ Number of student, staff, faculty members involved	▪ ESAC ▪ EPU ▪ Colleges ▪ Student Affairs

Objective 4: Assess students' knowledge of sustainability

Strategy	Outcome	Performance Indicator	Responsible entity
Develop suitable methods of assessing student's knowledge of sustainability	▪ Increased stakeholders' knowledge of sustainability	▪ Assessment items ▪ Number of appropriatetools used	▪ ESAC ▪ EPU ▪ Colleges

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