MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE

V. N. KARAZIN KHARKIV NATIONAL UNIVERSITY

CONFIRMED

Academic Council of

V. N. Karazin Kharkiv National University

“\_\_\_\_” \_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_

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Vice-Rector for Research and Academic Affairs

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name, SURNAME)

MICRO-SQUALIFICATION PROGRAM

***Management of environmental activities and environmental documentation enterprises***

NATIONAL QUALIFICATIONS FRAMEWORK LEVEL \_\_\_\_\_7\_\_\_\_\_\_\_\_\_\_\_\_\_

(5, 6, 7, 8 level)

QUALIFICATION TYPE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_professional\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(educational or professional)

CATEGORY OF QUALIFICATION \_\_\_\_\_\_\_\_\_\_\_microqualification\_\_\_\_\_\_\_\_\_\_\_

(partial qualification or micro-qualification)

QUALIFICATION \_\_\_\_\_\_\_\_\_\_\_environmental protection specialist\_\_\_\_\_\_\_\_\_\_\_\_

(title of qualification)

**Kharkiv 2026**

**Profile of the program**

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| **1. General information** | | |
| **Head of the program** | | Maksymenko Nadiya, Doctor of Geography, Professor, Head of the Department of Environmental Monitoring and Protected Areas Management |
| **Members of the program development working group** | | 1. Burchenko Svitlana, PhD in Earth Sciences, associate professor of the Department of Environmental Monitoring and Protected Areas Management 2. Volodymyr Stolov, PhD- student of the Department of Environmental Monitoring and Protected Areas Management |
| **Full name of the higher education institution and structural unit where the program is implemented** | | V. N. Karazin Kharkiv National University, Institute of Environmental Sciences, Green Energy, and Sustainable Development, Department of Environmental Monitoring and Protected Areas Management |
| **National Qualifications Framework Level** | | 7 (NQF Ukraine), Second cycle (QF-EHEA),  7 (EQF-LLL) |
| **Official name of the program** | | Management of environmental activities and environmental documentation enterprises |
| **Type of document issued and scope of the program in ECTS credits and academic hours** | | Certificate  3 ECTS, 90 hours |
| **Language(s) of teaching /assessment** | | Ukraine, English / Ukraine |
| **2. Program goal** | | |
| *The purpose of the certificate program "Management of environmental activities and environmental documentation enterprises" is: to develop knowledge of the theoretical and practical foundations of management in the environmental activities of business entities, to develop skills in collecting, processing and submitting environmental information of the enterprise to the State Statistics Service and relevant bodies in the field of environmental management.* | | |
| **3. Characteristics of the programm** | | |
| **Orientation, features and objectives of the program** | | *The microcredit program has an applied orientation and provides training for the performance of functional duties in organizing management work and developing technical documentation for an enterprise in the field of environmental protection. The program provides for international participation in the development and teaching of the Erasmus+ project «DOMANI – Developing Micro-credentials Ecosystems in Ukraine and Mongolia for Competitive and Resilient Green Economies».* |
| **The main focus of the program** | | *Formulation of specialized conceptual knowledge, including modern scientific achievements in the field of organization of environmental activities.*  *Key words: environmental engineering, enterprise, documentation, environmental activities.* |
| **4. Teaching and assessment** | | |
| **Teaching and learning** | | *main approaches: student-centered, activity-based, value-based; electronic, distance and self-learning;*  *– educational technologies: problem-based, interactive, information-communicative, project-based.* |
| **Assessment** | | *100-point evaluation system through the following types of control with accumulation of points received: current (oral and written survey), intermediate (defense of practical, independent works, seminar classes, tests), final certification in the form of a test.* |
| **5. Program competencies or job functions** | | |
| **General competencies** | *GC 1. Knowledge and understanding of the subject area and professional activity.*  *GC 6. Ability to communicate with representatives of other professional groups at different levels (with experts from other fields of knowledge/types of economic activity).*  *GC 7. Ability to act socially responsible and conscious*  *GC 9. Ability to work in a team.*  *GC 10. Skills of interpersonal interaction.*  *GC 11. Ability to evaluate and ensure the quality of work* | |
| **Professional competencies** | *PC 6. Ability to use the basic principles and components of environmental management.*  *PC 13. Ability to participate in the management of environmental activities and/or environmental projects.* | |
| **DOMANI - competencies** | DC1. Objectively analyze situations, identify opportunities, and develop systemic strategies that create long-term sustainable value.  DC 2. Collect, analyze, and interpret data related to sustainable development to support informed decisions.DC 3. Develop and implement strategic plans, optimize resources, manage finances, and effectively mitigate project risks.  DC 4. Monitor air, soil, and water; apply pollution control technologies; develop reclamation plans and use environmental impact assessments to restore degraded systems. | |
| **6. Program learning outcomes** | | |
| **Program learning outcomes** | *PLO 1. Demonstrate an understanding of the basic principles of environmental management and/or environmental projects.*  *PLO 4. Use the management principles on which the environmental safety system is based.*  *PLO 8. Be able to search for information using appropriate sources to make informed decisions.*  *PLO 9. Demonstrate the skills of assessing unforeseen environmental problems and making a deliberate choice of ways to solve them.*  *PLO 14. Be able to communicate the results of activities to a professional audience and the general public, make presentations and reports.*  *PLO 22. Participate in the development of projects and practical recommendations for environmental protection.* | |
| **DOMANI - Program learning outcomes** | *DPLO 1. Objectively analyze situations, identify opportunities for value creation, and develop strategies that combine impact, feasibility, and ethics.*  *DPLO 2. Formulate a vision of the desired future, generate and test ideas for solutions, and identify points of intervention with the greatest impact.*  *DPLO 3. Collect, clean, and verify data sets; apply appropriate analysis methods; identify trends, patterns, and uncertainties.*  *DPLO 4. Develop actionable plans, allocate resources effectively, manage budgets transparently, and proactively mitigate risks.* | |
| **7. Resource provision for program implementation** | | |
| **Human resources** | Lecturers have a scientific degree and/or academic title, including Doctors of Geographical Sciences, Doctors of Philosophy. All lecturers are full-time employees of V. N. Karazin KhNU, who regularly take advanced training. | |
| **Material and technical support** | Equipment and supplies necessary for field research, technical training aids (multimedia projectors, laptops, printers; scanners, personal computers with software) for the formation of subject competencies in the learning process; use of bases for conducting educational and practical classes. | |
| **Information and educational and methodological support** | Official websites KKhNU (<https://karazin.ua/>), Institute of Post-Qualifying Education and Part-Time (Distance) Learning ([http://moodle.karazin.uа](http://moodle.karazin.xn--u-8sb/)), Institute of Environmental Sciences, Green Energy, and Sustainable Development (<http://ecology.karazin.ua>) contain information about the microcredit educational program. | |

1. **List of program components**

|  |  |
| --- | --- |
| Component/Topic Name | Number of hours / ECTS |
| **Part 1 «Theoretical Foundations of Management»** | **30 /1** |
| *Topic 1.* Purpose, subject, objectives, and methods. Subject, objectives, and methods of management theory. Purpose and methods of management. Subject of management. Theoretical foundations of management. Classification of objectives. Classification of methods. Organizational forms of methods. | 6 |
| *Topic 2.* The process, principles, and functions of management. Stages of distribution (division) of management functions. Types of classification of management functions. Functions of preliminary management. Functions of operational management. Functions of final management. | 4 |
| *Topic 3.* Management staff, management structure. Management personnel. Elements of management structure. Vertical and horizontal links. Factors. Principles of management structure development. Staffing table. Job description. | 6 |
| *Topic 4.* Management techniques and technology. Information conversion tools. Management technologies. Management information. Documentation and document flow. Management process procedures. Management decisions.. | 4 |
| Tasks for independent work: completing homework; solving situational problems, answering questions and tests. | 10 |
| **Part 2 «Management of environmental activities at the enterprise and interaction with state authorities»** | **60 / 2** |
| *Topic 5.* The concept of public administration functions in the field of ecology.  List of management functions in ecology. Control of environmental quality management. Powers, rights and obligations of subjects of environmental activity. | 4 |
| *Topic 6.* Organization of environmental protection services in Ukraine.  System of observations of the state of the natural environment of Ukraine. Structure of the observation system. Tasks and organization of environmental protection control services in Ukraine. System of observations of the state of the natural environment at the regional level. Tasks and organization of environmental protection services at the regional level. | 8 |
| *Topic 7.* Mandatory environmental documentation of the enterprise.  List of mandatory environmental documentation. How to determine whether a particular permit is required? Types of environmental documents. | 8 |
| *Topic 8.* Statistical and annual environmental reports.  Annual environmental reporting forms submitted to the State Statistics Service of Ukraine, as well as to other environmental protection bodies. Instructions for filling them out. | 8 |
| *Topic 9.* Organization of environmental control  State Environmental Inspectorate of Ukraine. Activities, powers. Procedure for conducting inspections for compliance with the requirements of environmental protection legislation. Procedure for interaction between the State Environmental Inspectorate, the Ministry of Environmental Protection and Natural Resources of Ukraine and other government bodies. | 9 |
| Tasks for independent work: completing homework; solving situational problems, answering questions and tests. | 20 |
| Final certification | **90/3** |

**3. Form of attestation according to the program**

1. Oral control method: individual interview at the beginning and end of training; individual or frontal interview during the course, final control.

2. Written control method (checking written assignments, tests)

3. Taking a final test for certification

The following methods are used to control the performance of independent work: survey, testing, and performance of tests.

The system of control of students’ knowledge in the discipline consists of current control, intermediate and final control of knowledge. Assessment of students’ success in the discipline is carried out in points.

Assessment of students’ knowledge, skills and abilities in the discipline takes into account all types of classes provided for by the curriculum, namely lectures, practical classes, and performance of independent work. Current control in the discipline involves assessing students’ knowledge and skills during practical work (30 points), intermediate control is carried out through testing and performance of tests (2\*10=20) points.

Final control in the discipline is carried out in the form of test control (40 points)

**4. Program verification**

Head of the program \_\_\_\_\_\_\_\_\_\_\_\_\_ Nadiya MAКSYMENKO

(signature) (Name, SURNAME)

Considered at the department meeting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

from «\_\_\_» \_\_\_\_\_\_ 20\_\_ , protocol № \_\_\_

Head of the Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Nadiya MASKYMENKO

(signature) (Name, SURNAME)

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