



Kandivli Education Society's

B. K. SHROFF COLLEGE OF ARTS & M. H. SHROFF COLLEGE OF COMMERCE

An Autonomous College

NAAC Re-accredited 'A' Grade

ISO 9001 : 2015 Certified

• 'Best College 2017-18' award from University of Mumbai •

WASTE MANAGEMENT POLICY

Implemented from the
Academic Year : 2021-22



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Waste Management Policy

Basic Information:

	Policy Title: <u>Waste Management Policy</u>	
1.	Policy Number: (Suggested By IQAC)	Functional Area: Entire College with UG, PG and other areas
2.	Drafting	By IQAC
3.	Policy Applies to:	Entire College
4.	Effective from the Date:	14 June 2021
5.	Approved by:	IQAC Full Bench in its Meeting held on 17 March 2021
6.	Responsible Authority	IQAC/ HR Manger / Principal
7.	Superseding Authority	Governing Body
8.	Last Reviewed/ Updated:	NA
9.	Reason for the policy	Transparency, Accountability and Fair Working conditions in general and clarity of the functioning of the respective domain in particular
10.	References for the policy	UGC Guidelines, University Act, University and Government Statutes/ various directives from MHRD, Institutional Vision and Mission, Institutional work ethics and philosophy, etc.

Waste Management Policy

1. Introduction:

The college Management strongly believes that everybody working for and in the college has a right to clean air, water and food. This right helps to improve the performance of the employee as well as the learners admitted to the college and in turn to achieve the various goals set by the college. It is also believed that uncontrolled waste generation is a potential source of damage to human life and property of the college. As such this right can only be fulfilled by maintaining a clear and healthy environment. In order to address the issues arising out of waste the Management clearly understands the importance of defining Waste and Measures needed to

- i. Prevent waste generation
- ii. Disposing waste
- iii. Recycling and re-using waste.

A general understanding of waste being any material which is not needed by the owner, producer or processor is waste. It may also be considered as the end of the product life cycle of a process generating products scientifically though, there is no waste as such in the world hence the concept of recycling and re-use of waste.

The Waste Management Committee (WMC) of the college addresses all issues related to waste management in the college.

2. Policy Statement

KES Shroff College is committed to embrace the adequate and wholesome environmental practices in its effective delivery of waste management. The aim is to reduce, reuse, recycle and recover (wherever applicable) in order of preference. The organization will adopt a 'waste hierarchical approach' and an effective monitoring protocol to execute this entire plan.

3. Policy Objectives :

- To ensure that waste management is performed in compliance with all waste legislative requirements.
- To reduce waste generation at source and facilitate repair, reuse and recycling over the disposal of wastes, where it is cost effective.
- To provide clearly defined roles and responsibilities to identify and co-ordinate each activity within the waste management chain.

- To promote environmental awareness amongst staff and community in order to encourage waste minimization, reuse and recycling.
- To ensure the safe handling and storage of wastes at all locations.
- To provide appropriate training for staff and supply chain partners on waste management issues.
- To promote industry waste management best practice.
- To appoint competent person(s) to provide waste management advice.

4. **Waste Management Committee:**

There is a Waste Management Committee in the college. The WMC shall meet at least twice in each semester.

The Committee consists of Members appointed by Principal.

- a. The Vice-Principal-Chairman.
- b. IQAC coordinator-Member
- c. One NSS program officer-Member
- d. Dean Administration – Member Secretary
- e. The Librarian- Member
- f. Three Teachers nominated by the principal in consultation with the Vice-Principal.

5. **Functions of the WMC**

- i. To prepare budget for the Waste Management initiatives of the college
- ii. To address the types of wastes in the college such as
 - E-waste,
 - Solid waste- vegetable waste, Canteen kitchen waste,
 - E-waste- discarded electronic devices such as computer, TV, music systems etc.
 - Liquid waste- water used for different
 - Plastic waste- plastic bags, bottles, bucket, etc.
 - Metal waste- unused metal sheet, metal scraps etc.

To address the types of waste category wise

Wet waste (Biodegradable) :

- Canteen kitchen waste including food waste of all kinds, cooked and uncooked, including eggshells and bones
- Flower and fruit waste from college gardens and indoor plants, green/dry leaves
- Sanitary wastes

Dry waste (Non-biodegradable) :

- Paper and plastic, all kinds
- Cardboard and cartons
- Containers of all kinds excluding those containing hazardous material Packaging of all kinds
- Glass of all kinds
- Metals of all kinds
- Rags, rubber
- Waste generated from sweeping (dust etc.)
- Ashes
- Foils, wrappings, pouches, sachets and tetra packs (rinsed)
- Discarded electronic items like cassettes, computer diskettes, printer cartridges and electronic parts.
- Discarded equipment

- iii. To issue guidelines regarding waste prevention and disposal in various departments and facilities in the college
- iv. To call for proposals for projects for recycling and re-use of generated waste in the college and to sanction monetary and technical support for such projects.
- v. To have an overall control of ongoing projects for (ii) above.
- vi. To approve requests for waste disposal when made by the various departments including library, laboratories etc.
- vii. To issue guidelines regarding mechanism to be employed for disposal of waste including old newspapers and books etc. from the library.
- viii. Make recommendations to the college budget committee and Purchase committee regarding purchases of items that could be put to optimum use and minimizing purchasing items that could generate harmful waste.
- ix. To initiate the various audits like the Energy audit, Green Audit to prevent waste generation
- x. To cause to initiate various activities, projects, assignments, events so as to educate the learners and staff of the college regarding waste management, waste prevention, waste reduction and waste recycling.