

## Organizing events at IIT Gandhinagar

By organizing an event at the IITGN campus, I agree to the following:

|                                  |  |
|----------------------------------|--|
| Community considerations         |  |
|                                  | The event will not disrupt general functioning of the campus                             |
|                                  | Noise levels will remain low   |
|                                  | There will be no permanent effect on surroundings (e.g. trees)                           |
|                                  | Signage will not be put on walls; poster boards will be used                             |
|                                  | Parking spaces will be clearly identified  |
| Food and catering                |  |
|                                  | Only biodegradable or washable plates, spoons and glasses will be used                   |
|                                  | Use of tissue papers will be avoided (use reusable cloth napkins or hand wash provision) |
|                                  | Styrofoam and plastic based products will not be used for serving or packing food        |
|                                  | Disposable plastic water bottles will not be used  |
| Collection and disposal of waste |  |
|                                  | Any waste generated during the event will be properly segregated                         |
|                                  | Food waste will go to the composting unit/biogas plant                                   |
|                                  | Recyclable items will be transported to dry waste storage                                |
|                                  | Landfill waste will be minimized   |
|                                  | Waste collection bins will be installed to meet the demand                               |
| Safety                           |  |
|                                  | Electrical connections will be properly done with all safety measures.                   |
|                                  | Tents (if any) will be properly erected in a safe manner considering weather conditions. |
|                                  | Exit paths will be clearly demarcated.   |
|                                  | Inform security and Dean Campus Development.   |