

| | | | |
|------------------------------|---|--|--|
| Name of the Organization | BUDGE BUDGE COLLEGE | | |
| Address | 7, Deshbandhu Chittaranjan Road, Budge Budge 24 Parganas (South), Kolkata – 700137. | | |
| Site Address (If any) | | | |
| No. of Employees | Teaching = 41, Non-teaching = 12, House-keeping = 2, Security = 2, Electrician=1, Total = 58 | | |
| No. Of Shift | 1 | | |
| E mail id | budgebudgecollege@gmail.com | | |
| Contact Person | Dr. Debjani Datta | | |
| Telephone/Fax | 033 24701454, 033 24805168 | | |
| Scope | “Teaching, Learning and Evaluation processes relating to awarding of BA, B.Sc. & B.Com Honours as well as general considering Environment friendly and Energy efficiency manner in College Green Campus”. | | |
| Technical Area | Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility | | |
| Exclusions | Design and development | | |
| Audit Team | Lead Auditor: Amalesh Kumar Mandal Auditor: Technical Expert | Audit duration Man day(s): Technical Expert | |
| Starting date of Audit | 21.06.2023 | | |
| End Date of Audit | 21.06.2023 | | |
| Brief about the organization | <p>Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. This College was lucky to have the famous writer late Narayan Ganguly as its Founder President of the Governing Body and the founder principal was late Prof. Prithwis Dutta. The college has played its role since all these years for the development of education in the suburbs of Kolkata.</p> <p>The township of Budge Budge itself has its own significance in the field of culture and freedom movement of India. The College is located in the vicinity of Budge Budge Railway Station and occupies an important position in the locality. Hence to serve the students in the larger area has been possible for the College. Day by day this College has created</p> | | |

Digitally Signed By



DR. DEBJANI DATTA
M.Sc. (Gold Medalist), Ph.D
Principal
Budge Budge College
7, D.B.C. Road, Kol-700137
West Bengal, India

| | |
|-----------------|---|
| | its own aura and significance in spreading education in West Bengal particularly to the middle class & lower middle class families. Students of this College come from all spheres of society. We have large numbers of female students to take care of. Most of our students are well established in their life and playing their role as good citizens. |
| Audit Objective | To evaluate the client's documented system, location & site-specific conditions and gather other details through discussions with the client's personnel to determine the organization's readiness for the Stage 2 Audit for Certification |

CHANGE DETAIL

Audit Duration for Stage 1

| | |
|--------------------------------|------|
| Are quoted man-days adequate? | Yes |
| Any change in employee detail? | None |
| Any Change in Scope? | None |
| Any additional Information: | None |

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ATTENDENCE SHEET:

| NAME OF PERSON | DESIGNATION |
|--------------------|--------------------------------|
| Debjani Datta | Lead Auditor |
| Debjani Datta | PRINCIPAL |
| Sonali Sinha | Associate Professor, Commerce |
| Gautam Das | Associate Professor, Commerce |
| Dipankar Mondal | Associate Professor, History |
| Anup Kumar Sahu | Assistant Professor, Physics |
| Kishor Kumar | Assistant Professor, Economics |
| Papia Das | Assistant Professor, Zoology |
| Somiran Panday | Assistant Professor, Botany |
| Barnali Dera | SACT, ZOOLOGY |
| Uttariya Roy | SACT, Environmental Studies |
| Niyati Das | SACT, Botany |
| Shreya Chakravarty | Assistant Professor, ENGLISH |
| Sonerkartha Datta | Electrician - Computer Room |
| Anis Ahmed | Computer Assistant |
| | OFFICE |

SUMMARY OF AUDIT

AREA OF IMPROVEMET

(Areas of Improvement Which May be Identified as Non Conformities During Stage 2 Audit)

| | |
|---|-------------------------------------|
| 1 | Communication/Display of policy |
| 2 | Communication/Display of Objectives |
| | |
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 DR. DEBJANI DATTA
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 West Bengal, India



Non Conformities Raised

0 Minor/Major Nonconformance identified in the Stage 1 audit, details of Non Conformance in F50.

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor

Team Leader Declaration (Tick or cross Each Column as per applicability)

- Auditing is based on a sampling process of the available information
- Audit is combined, joint or integrated;
- The effectiveness of corrective actions taken regarding previously identified nonconformities has verified
- Outcomes are effective and complying.
- The internal audit and management review process are effective and complying with the requirements.
- The scope of certification is appropriate.
- The capability of the management system to meet applicable requirements and expected
- The audit objectives has been fulfilled and achieved.

RECOMMENDATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Recommended Proceeding With Stage 2 (within 60 days from this audit date) |
| <input checked="" type="checkbox"/> | Recommend not proceeding to stage 2 until audit evidence has been submitted to AQC showing that the concerns raised by the auditor (s) have been rectified. A date for stage 2 will then be agreed. |
| <input checked="" type="checkbox"/> | Recommend not proceeding without a further stage 1 Audit due to the severity of the concerns raised by the audit team |

Sign Off : Date 21.06.2023

AQC Report Submission

Name of Auditor: Amalesh Kumar Mandal
Signature: *Amalesh Kumar Mandal*

Client Acceptance for Report

Name: Dr. Debjani Datta
[Handwritten Signature]

Designation: Principal

DR. DEBJANI DATTA

M.Sc (Gold Medalist), Ph.D

Principal

Budge Budge College

7, D.B.C. Road, Kol-700137

West Bengal, India

Digitaly Signed By

Debjani Datta

DR. DEBJANI DATTA

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Principal

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West Bengal, India



AUDIT CHECKLIST

| REQUIREMENTS | COMMENTS | Status C/N/C/O |
|---|---|-------------------|
| Is the Information is documented as required as per the ISO 9001:2015? | Manual and other documented information available. | C |
| Has the discussion held with personnel of the Client company for readiness for stage-2? | Yes | C |
| Has the Client site specific conditions are evaluated? | Yes | C |
| Has the company identified key performance, Process, Objectives and operation of Management System? | Established and implemented | C |
| Has the client having understanding with the ISO 9001:2015 Standard requirement? | Yes | C |
| Is the scope is having boundaries and specific to client organization? | Yes | C |
| Is client having Multisite then level of control is established. | Not applicable | C |
| Is process and Equipment used are adequate? | Yes | C |
| Has client identified Legal and Statutory Requirements applicable to Product and Organization? | Organization Approved by UGC Under 2(f) & 12(b), Affiliated to Calcutta University. | C |
| Is the resource are adequate for stage 2 audit? | Yes | C |
| Is Internal Audit planned and performed and effective? | Yes | C |
| Is MRM planned and performed and Effective? | Yes | C |
| Are Internal audits conducted as planned? Date of Last Internal Audit? | Yes/ 11.01.2023 to 12.01.2023 | C |
| Are Management reviews conducted as planned? | Yes/ 18.01.2023 | C |

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AQC GLOBAL LLC

ISO 9001:2015

Stage 1 Quality Audit Report

F13

Issue 01

Rev 05

Date of Last MRM?

END OF REPORT

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| No. of Shift | 1 | |
| E-mail id | budgebudgecollege@gmail.com | |
| Contact Person | Dr. Debjani Datta | |
| Telephone/Fax | 033 24701454, 033 24805168 | |
| Scope | "Teaching, Learning and Evaluation processes relating to awarding of BA, B.Sc. & B.Com Honours as well as general considering Environment friendly and Energy efficiency manner in College Green Campus". | |
| Technical Area | Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility | |
| Audit Team | Lead Auditor: Amalesh Kr. Mandal Auditor: Technical Expert | No of Mandays: 1 |
| Starting date of Audit | 12.07.2023 | |
| End date of Audit | 12.07.2023 | |
| Brief about the organization | <p>Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. This College was lucky to have the famous writer late Narayan Ganguly as its Founder President of the Governing Body and the founder principal was late Prof. Prithwis Dutta. The college has played its role since all these years for the development of education in the suburbs of Kolkata.</p> <p>The township of Budge Budge itself has its own significance in the field of culture and freedom movement of India. The College is located in the vicinity of Budge Budge Railway Station and occupies an important position in the locality. Hence to serve the students in the larger area has been possible for the College. Day by day this College has created its own aura and significance in spreading education in West Bengal particularly to the middle class & lower middle class families. Students of this College come from all spheres of society. We have large numbers of female students to take care of. Most of our students are well established in their life and playing their role as good citizens.</p> | |
| Purpose of Audit | To verify the implementation of the Quality Management System as per the ISO 9001:2015 Standards Requirement, verification of records for the conformity of the implementation. | |


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CHANGE DETAIL:

| Audit Duration for Stage 2 | |
|--------------------------------|------|
| Are quoted man-days adequate? | Yes |
| Any change in employee detail? | None |
| Any Change in Scope? | None |
| Any additional Information: | None |

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ATTENDENCE SHEET:

| NAME OF PERSON | DESIGNATION |
|---------------------|-----------------------------------|
| Debjani Datta | Lead Auditor |
| Debjani Datta | PRINCIPAL |
| Landip Sinha | Associate Professor, Commerce |
| Gautam Das | Associate Professor, Commerce |
| Dipom Mandal | Associate Professor, History |
| Anup Kumar Sahu | Assistant Professor, Physics |
| Kishore Kumar | Assistant Professor, Economics |
| Papia Das | Assistant Professor, Zoology |
| Samiran Panday | Assistant Professor, Botany |
| Barnali Bera | SACT, ZOOLOGY |
| Uttariya Roy | SACT, Environmental Studies |
| Biyali Das | SACT, Botany |
| Shreyas Chakraborty | Assistant Professor, ENGLISH |
| Somenath Bera | Electrician-cum-Contractor OFFICE |
| Anis Ahmed | Computer Assistant OFFICE |

SUMMARY OF AUDIT

| AREA OF IMPROVEMENTS | |
|----------------------|--|
| 1 | No such improvement points identified in current period. |
| 2 | Actual data control system observed |
| | |
| | |
| | |

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Non Conformities Raised

0 Minor/Major Non-conformance identified in the Stage 2 audit, details of Non Conformance in F50

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor

Team Leader Declaration (Tick or cross Each Column as per applicability)

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Auditing is based on a sampling process of the available information |
| <input checked="" type="checkbox"/> | Audit is combined, joint or integrated; |
| <input checked="" type="checkbox"/> | The effectiveness of corrective actions taken regarding previously identified nonconformities has verified |
| <input checked="" type="checkbox"/> | Outcomes are effective and complying. |
| <input checked="" type="checkbox"/> | The internal audit and management review process are effective and complying with the requirements. |
| <input checked="" type="checkbox"/> | The scope of certification is appropriate. |
| <input checked="" type="checkbox"/> | The capability of the management system to meet applicable requirements and expected |
| <input checked="" type="checkbox"/> | The audit objectives has been fulfilled and achieved. |

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Recommendation:

| | |
|--|--|
| ✓ | The quality system complies with the requirements of the reference standard: Congratulations, on the basis of the above summary, Lead Auditor is pleased to put forward a recommendation for Issuance of Certificate. The organization can use the AQC Mark |
| ✗ | The quality system complies with the requirements of the reference standard with exception of minor NC: Congratulations, Team Leader is pleased to put forward a recommendation for Issuance of the certificate of Organization upon off-site verification of closure of all minor NC within 60 days from the date of Stage 2 audit. Responses to the non-conformances should be submitted to AQC and must include supporting evidence of closure to allow for off-site verification. In responding to the non-conformances, the organization should consider the root cause of the non-conformance and the potential for related issues in other parts of system. If all non-conformances are not closed within 60 days, a full reassessment may be required. |
| ✗ | Evidence of major non conformities: Organization is not recommended for Issuance of Certificate and at this time. Follow-up audit will be scheduled to allow for on-site verification and closure of all issues within 60 days from the date of Stage 2. Once all non-conformances are closed, the recommendation for Issuance of certification may recommended. If all non-conformances are not closed within 60 days, a full reassessment may be required. |
| ✗ | Not Recommended: Organization is not recommended for Issuance of certificate at this time. Full Stage 2 audit is required as the organisation has not implemented the system and process at pace. |
| <i>Proposed Audit Date for 1st Surveillance Audit 11.07.2024 (mm/dd/yy)</i> | |

Sign Off : (Date) 12.07.2023

AQC Report Submission

Name of Team Leader: Amalesh Kr. Mandal

Signature:

Client Acceptance for Report

Name: Dr. Debjani Datta

Sign

Designation: Principal

DR. DEBJANI DATTA
M.Sc. (Gold Medalist), Ph.D

Principal

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AUDIT CHECKLIST

**VERIFICATION OF DOCUMENTED INFORMATION & RECORDS AS PER STD REQUIREMENT
(C- Conformity, NC-Non Conformity, O-Observation)**

| Clause Number | C/NC/O | Document Verification detail with statement of Conformity |
|--|--------|--|
| 4.1 understanding the organization and its context (Determination of external and Internal Issues) | C | Identified and included in Manual. (BBC /QMS/XXX/QMM/001) |
| 4.2 Understanding the needs and expectations of interested parties (Determination, Monitor & Review of the Interested Parties) | C | Identified and included in Manual. (BBC /QMS/XXX/QMM/001) |
| 4.3 Determining the scope of the quality management system (Boundaries and Type of Product and Services and any requirement not applicable) | C | Scope established and included in Manual. (Under 4.3, Page. No.13) |
| 4.4 Quality management system and its processes (Established , Implement and maintained, process and Interaction of Process) | C | Process Flow found established. |
| 5.1.1 Leadership & Commitment (Statement of ensurity) | C | Interviewed with Top Management. Respective project files found available. |
| 5.1.2 Customer focus (statement of conformity) | C | Interviewed with Top Management. Their course delivery as per plan and guideline. |
| 5.2 Quality policy (Establish, Implement, Maintain, communicated and understood) | C | Quality Policy established (Under clause no. 5.2.1 in Quality manual, page no. 15) |
| 5.3 Organizational roles, responsibilities and authorities | C | Defined in Manual |
| 6.0 Planning | C | |
| 6.1 Actions to address risks and opportunities (Risk Assessment has done with prevention of undesirable effects) | C | Risk Register found maintain. (BBC /QMS/FRM/03). Initially they have identified 3 nos Quality related risk and probable action plan has taken. Review status will be checked in next Surveillance Audit. |
| 6.2 Quality objectives and planning to achieve them (Documented, Measurable, Monitored and communicated) | C | Quality Objectives found established and planned to achieve action (MAP)- Doc. Ref. no. BBC/QMS/FRM/001 |
| 6.3 Planning of changes (As per 4.4) and Purpose, resource availability and allocation | C | Found available, as per committee decision and minutes. |

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| | | |
|---|---|--|
| 7.1 Resources (Need of External resources, People, Infrastructure, Environment, Calibration records, Organizational Knowledge) | C | Green monitoring: Their Own monitoring data report in the form of "Green Audit" found maintained in every assessment year wise. Monitoring done against respective parameters. |
| 7.2 Competence (Employee records & Competence skill matrix) | C | Related training records found available |
| 7.3 Awareness (Quality Policy, Objectives & Effectiveness of QMS) | C | Done through training and display. |
| 7.4 Communication (what, who, when, whom, how) | C | Done through display, mail, meeting minutes. |
| 7.5 Documented information (External Origin, Creation, Updation, Distribution, Preservation, version control, Retention and disposition) | C | Control of documented information procedure established. |
| 8.1 Operational planning and control (Plan, Implement and control of process, documented information for process carried out as planned and Conformity of product or services) | C | Operational procedures established supported with work instructions and related records. |
| 8.2.1 Customer communication (Enquiries, Contract, order, feedback, complaints) | C | Feedback and complaint register available |
| 8.2.2 Determining of Requirements for products and services (Objective evidence for record of contract review and approval, Record verification of Statutory & Regulatory shall be referred here, record for communication of changes, legal requirements need to be re-verified if any concerns identified in Stage 1 audit or any new product added) | C | Budge Budge College was established on 10th December 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. Organization Approved by UGC Under 2(f) & 12(b), Affiliated to Calcutta University. |
| 8.2.3 Review of the requirements for products and services (Documented Information for Result of review and any new requirements for product or services) | C | Review methodology available. |
| 8.2.4 Changes to requirements for products and services (the changed documents is aware and approved by relevant person) | C | Maintain |
| 8.3 Design and Development (D&D) | C | Not Applicable |
| 8.3.1 General Establish, Maintain and Implement the D&D Process | C | Not Applicable |

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| | | |
|--|---|--|
| 8.3.2 D&D Planning (Record reference) | C | Not Applicable |
| 8.3.3 D&D Inputs (Record reference for the inputs) | C | |
| 8.3.4 D&D Controls (Record reference & Approval) | C | |
| 8.3.5 D&D Outputs (Record reference for outputs) | C | |
| 8.3.6 D&D Changes (Record reference for changes, approved, validated & verified before implementation & actions as necessary) | C | |
| 8.4.1 Control of externally provided processes, products and services (Documented Information for criteria for the evaluation, selection, monitoring of performance and re-evaluation) | C | Tendering process, Vendor enrolment and evaluation records found available. |
| 8.4.2 Type and extent of control (Control Verification) | C | Evaluation records found available. |
| 8.4.3 Information for external providers (Competence and qualification of external provider) | C | Available with user departments |
| 8.5.1 Control of production and service provision (Records verified work instructions for the processing including delivery and post-delivery activities, characteristic of product, equipments use and availability for monitoring and measurement) | C | Work instructions/Specifications found available followed by relevant records. |
| 8.5.2 Identification and Traceability (Records verified for identification batch no or serial no in process as well as final result) | C | Traceability maintained through online. |
| 8.5.3 Property belonging to customers or external providers (Documented Information of Lost or damaged property) | C | Not applicable |
| 8.5.4 Preservation of output (objective evidence for meeting the defined storage conditions for handling, packaging, storage and protection) | C | Maintained in Laboratory materials |
| 8.5.5 Post-delivery activities (Result outcome) | C | Maintained. |
| 8.5.6 Control of changes (Documented Information change review result, person who is authorized to changes) | C | Change control format found available. |
| 8.6 Release of final outcome services (Planned Arrangement documented information for acceptance criteria and authorized person traceability) | C | Maintained through online |

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| | | |
|--|---|---|
| 8.7 Control of nonconforming outputs (Documented Information for Non conformity, action taken, concession, authority deciding action) | C | Methods/Action plan found available |
| 9.1.1 Monitoring, Measurement analysis and evaluation | C | Monitoring done against set criteria. |
| 9.1.2 Customer Satisfaction (Analysis of Customer Satisfaction) | C | Customer satisfaction analysis process found available |
| 9.1.3 Analysis and Evaluation | C | Done |
| 9.2 Internal Audit (Frequency and Documented Information for Implementation of Audit Program and the audit result) | C | Yearly frequency and Internal Audit plan/records found available (11.01.2023 to 12.01.2023) |
| 9.3 Management Review (Frequency, Input, Output, Documented Information for MRM Results) | C | MRM agenda and minutes found available. (Last done on 18.01.2023) |
| 10.1 Improvement – General | C | Done and included in MRM |
| 10.2 Nonconformity and Corrective action (Documented Information for nature of NC and result of action taken) | C | Procedure established. |
| 10.3 Continual improvement | C | Objective and monitoring data found available. |

END OF REPORT

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7, D.B.C. Road, Kol-700137
West Bengal, India

Certificate of Registration

This is to Certify that
Quality Management System of

BUDGE BUDGE COLLEGE

7, DESHBANDHU CHITTARANJAN ROAD, BUDGE BUDGE, 24 PARGANAS
(SOUTH), KOLKATA – 700137, WEST BENGAL, INDIA.

has been assessed and found to conform to the requirements of
ISO 9001:2015
for the following scope :

"TEACHING, LEARNING AND EVALUATION PROCESSES RELATING TO
AWARDING OF BA, B.SC. & B.COM HONOURS AS WELL AS GENERAL
CONSIDERING ENVIRONMENT FRIENDLY AND ENERGY EFFICIENCY
MANNER IN COLLEGE GREEN CAMPUS,

IAF CODE : 37

| | | | |
|---------------------------|-------------------|----------------|--------------|
| Certificate No | : 24EQMI34 | Issuance Date | : 16/02/2024 |
| Initial Registration Date | : 16/02/2024 | Date of Expiry | : 15/02/2027 |
| 1st Surv. Due | : 16/01/2025 | 2nd Surv. Due | : 16/01/2026 |


Director



Digitally Signed By
ATTESTED
DR. DEBJANI DATTAA
M.Sc. (Gold Medalist), Ph.D.
Principal
Budge Budge College
D.B.C. Road, Kali-700137
West Bengal, India



(Scan to Verify)

Assurance Quality Certification LLC

Head Office: Sharjah Media City, SHAMS, Sharjah, UAE. e-mail: info@aqcworld.com,

Key Location: A-60, Sector - 2, Noida, Uttar Pradesh, 201301, India.

*Validity of the Certificate is subject to successful completion of surveillance audit on or before of due date. (in case surveillance audit is not allowed to be conducted, this certificate shall be suspended/withdrawn).

Certificate Verification: Please Re-check the validity of certificate at <http://www.aqcworld.com/activeclients.aspx> or www.aqcworld.com at Active Clients.
Certificate is the property of Assurance Quality Certification LLC and shall be returned immediately when demanded

AQC GLOBAL LLC

ISO 14001:2015

Stage 1 Environment Audit Report

F15 Issue
01
Rev 05

| | | |
|------------------------------|--|----------------------------|
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| Exclusions | None | |
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AQC GLOBAL LLC**ISO 14001:2015****Stage 1 Environment Audit Report**

F15 Issue

01

Rev 05

| | |
|-----------------|---|
| | well established in their life and playing their role as good citizens. |
| Audit Objective | To evaluate the client's documented system, location & site-specific conditions and gather other details through discussions with the client's personnel to determine the organization's readiness for the Stage 2 Audit for Certification. |

CHANGE DETAIL

| Audit Duration for Stage 1 | |
|--------------------------------|------|
| Are quoted man-days adequate? | Yes |
| Any change in employee detail? | None |
| Any Change in Scope? | None |
| Any additional Information: | None |

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Dr. DEBMANI DATTA
M.Sc. (Gold Medalist), Ph.D
Principal
Badge Bridge College
7, D.B.C. Road, Kol-700137
West Bengal, India

ATTENDENCE SHEET:

| NAME OF PERSON | DESIGNATION |
|--------------------|----------------------------------|
| Debmali Das Mandal | Lead auditor |
| Debjani Datta | PRINCIPAL |
| Sandip Sinha | Associate Professor, Commerce |
| Gautam Das | Associate Professor, Commerce |
| Dipankar Mandal | Associate Professor, History |
| Anup Kumar Sahoo | Assistant Professor, Physics |
| Kishore Narayan | Assistant Professor, Economics |
| Papia Das | Assistant Professor, Zoology |
| Samiran Panday | Assistant Professor, Botany |
| Barnali Bera | SACT, ZOOLOGY |
| Uttoriyo Roy | SACT, Environmental Studies |
| Piyal Das | SACT, Botany |
| Shreya Chakraborty | Assistant Professor, ENGLISH |
| Somenath Bera | Electrician cum Carpenter OFFICE |
| Anis Ahmed | Computer Assistant, OFFICE |

SUMMARY OF AUDIT

AREA OF IMPROVEMNET

(Areas Of Improvement Which May Be Identified As Non Conformities During Stage 2 Audit)

| | |
|---|-------------------------------------|
| 1 | Communication/Display of policy |
| 2 | Communication/Display of Objectives |

Digitally Signed By

Debjani Datta
 DR. DEBMALI DATTA
 M.Sc. (Gold Medalist), Ph.D
 Principal
 Badge Bridge College
 7, D.B.C. Road, Kol-700137
 West Bengal, India



AQC GLOBAL LLC

ISO 14001:2015

Stage 1 Environment Audit Report

F15 Issue

01

Rev 05

Non Conformities Raised

0 Minor/Major Non-conformance identified in the Stage 1 audit, details of Non Conformance in F50

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor

Team Leader Declaration (Tick or cross Each Column as per applicability)

- Auditing is based on a sampling process of the available information
- Audit is combined, joint or integrated:
- The effectiveness of corrective actions taken regarding previously identified nonconformities has verified
- Outcomes are effective and complying.
- The internal audit and management review process are effective and complying with the requirements.
- The scope of certification is appropriate.
- The capability of the management system to meet applicable requirements and expected
- The audit objectives has been fulfilled and achieved.

RECOMMENDATION

- Recommended Proceeding With Stage 2 (within 60 days from this audit date)
- Recommend not proceeding to stage 2 until audit evidence has been submitted to AQC showing that the concerns raised by the auditor (s) have been rectified. A date for stage 2 will then be agreed.
- Recommend not proceeding without a further stage 1 Audit due to the severity of the concerns raised by the audit team

Sign Off : Date 21.06.2023

AQC Report Submission

Name of Auditor: Amalesh Kumar Mandal

Signature: *Amalesh Kumar Mandal*

Client Acceptance for Report

Name: Dr. Debjani Datta

Signature:

Designation: Principal

DR. DEBJANI DATTA

M.Sc. (Gold Medalist), Ph.D

Principal

Budge Budge College

7, D.B.C. Road, Kol-700137

Digitally Signed By

Debjani Datta
 DR. DEBJANI DATTA
 M.Sc. (Gold Medalist), Ph.D
 Principal
 Budge Budge College
 7, D.B.C. Road, Kol-700137
 West Bengal, India



AUDIT CHECKLIST

| REQUIREMENTS | COMMENTS | Status C/N/C/O |
|---|--|-------------------|
| Is the Information is documented as required as per the ISO 14001:2015? | Manual (EMS/001 dtd. 02.04.2022) and other documented information available. | C |
| Has the discussion held with personnel of the Client company for readiness for stage-2? | Yes. Within this month the Stage-2 need to be completed. | C |
| Are Process and support processes identified and determined? | Yes | C |
| Has the Client site specific conditions are evaluated? | Established and implemented | C |
| Has the company identified key performance, Process, Objectives, Impact and Aspect analysis and operation of Management System? | Yes. Environment related objectives and programs are found set and Environmental aspect/impact analysis found established. | C |
| Has the client having understanding with the ISO 14001:2015 Standard requirement? | Yes. They have hired external consultant for that too. Awareness done. | C |
| Is the scope is having boundaries and specific to client organization? | Yes | C |
| Is client having Multisite then level of control is established. | Not applicable | C |
| Is process and Equipment used are adequate? | Yes | C |
| Has client identified Legal and Statutory Requirements applicable to Product and Organization? | Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. Organization Approved by UGC Under 2(f) & 12(b). Affiliated to Calcutta | C |

Digitally Signed By



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ISO 14001:2015
Stage 1 Environment Audit Report

F15 Issue
 01
 Rev 05

| | | |
|--|--|---|
| | University. | |
| Is the resource are adequate for stage 2 audit? | Yes | C |
| Is Internal Audit planned and performed and effective? | Last done on 11.03.2023 covering ISO 14001:2015 standards. | C |
| Is MRM planned and performed and Effective? | Yes last done on 23.03.2023, minutes are available. | C |

END OF REPORT

Digitally Signed By


 DR. DEBJANI DATTA
 M.Sc. (Gold Medalist), Ph.D
 Principal
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 7, D.B.C. Road, Kol-700137
 West Bengal, India



| | | |
|------------------------------|---|----------------------|
| Name of the Organization | BUDGE BUDGE COLLEGE | |
| Address | 7, Deshbandhu Chittaranjan Road, Budge Budge 24 Parganas (South), Kolkata - 700137 | |
| Site Address (If any) | | |
| No. of Employees | Teaching = 54, Non-teaching = 8, House-keeping = 2, Security = 1, Electrician=1, Total = 66 | |
| NO. of Shift | 1 | |
| E mail id | budgebudgecollege@gmail.com | |
| Contact Person | Dr. Debjani Datta | |
| Telephone/Fax | 033 24701454, 033 24805168 | |
| Scope | "Teaching, Learning and Evaluation processes relating to awarding of BA, B.Sc. & B.Com Honours as well as general considering Environment friendly and Energy efficiency manner in College Green Campus". | |
| Technical Area | Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility | |
| Exclusion | None | |
| Audit Team | Lead Auditor: Amalesh Kumar Mandal Auditor: Technical Expert: | No of Mandays : 1 |
| Starting Date of Audit | 12.07.2023 | |
| End Date of Audit | 12.07.2023 | |
| Brief about the organization | <p>Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. This College was lucky to have the famous writer late Narayan Ganguly as its Founder President of the Governing Body and the founder principal was late Prof. Prithwis Dutta. The college has played its role since all these years for the development of education in the suburbs of Kolkata.</p> <p>The township of Budge Budge itself has its own significance in the field of culture and freedom movement of India. The College is located in the vicinity of Budge Budge Railway Station and occupies an important position in the locality. Hence to serve the students in the larger area has been possible for the College. Day by day this College has created its own aura and significance in spreading education in West Bengal particularly to the middle class & lower middle class families. Students of this College come from all spheres of society. We have large numbers of female students to take care of. Most of our students are well established in their life and playing their role as good citizens.</p> | |

Digitally Signed By



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7, D.B.C. Road, Kol-700137
West Bengal, India



Purpose of Audit

To verify the implementation of the Environmental Management System as per the Standards Requirement, verification of records for the conformity of the implementation.

CHANGE DETAIL:

Audit Duration for Stage 2

| | |
|--------------------------------|------|
| Are quoted man-days adequate? | Yes |
| Any change in employee detail? | None |
| Any Change in Scope? | None |
| Any additional Information: | None |

Digitally Signed By



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West Bengal, India

ATTENDENCE SHEET:

| NAME OF PERSON | DESIGNATION |
|--------------------|------------------------------------|
| Debjani Datta | Lead Auditor |
| Debjani Datta | PRINCIPAL |
| Landip Singh | Associate Professor, Commerce |
| Tarun Das | Associate Professor, Commerce |
| Dipak Mandal | Associate Professor, History |
| Anup Kumar Sahoo | Assistant Professor, Physics |
| Kishore Narayan | Assistant Professor, Economics |
| Papia Das | Assistant Professor, Zoology |
| Samiran Panday | Assistant Professor, Botany |
| Barnali Bera | SACT, ZOOLOGY |
| Uttoriya Roy | SACT, Environmental Studies |
| Biyali Das | SACT, Botany |
| Shreya Chakravorty | Assistant Professor, ENGLISH |
| Somenath Bera | Electrician-cum-Caretaker - OFFICE |
| Amin Ahmed | Computer Assistant, OFFICE |

SUMMARY OF AUDIT

AREA OF IMPROVEMENTS

| | |
|---|--|
| 1 | No such improvement points identified in current period. |
| | |
| | |
| | |
| | |

Digitally Signed By



DR. DEBJANI DATTA
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Principal
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West Bengal, India



Non Conformities Raised

0 Minor/Major Non-conformance identified in the Stage 2 audit, details of Non Conformance in F50

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor

Team Leader Declaration (Tick or cross Each Column as per applicability)

- Auditing is based on a sampling process of the available information
- Audit is combined, joint or integrated;
- The effectiveness of corrective actions taken regarding previously identified nonconformities has verified
- Outcomes are effective and complying.
- The internal audit and management review process are effective and complying with the requirements.
- The scope of certification is appropriate.
- The capability of the management system to meet applicable requirements and expected
- The audit objectives has been fulfilled and achieved.

Digitally Signed By



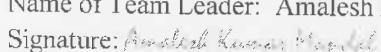
DR. DEBMANI DATTA
M.Sc. (Gold Medalist), Ph.D
Principal
Badge Bridge College
7, D.B.C. Road, Kol-700137
West Bengal, India

Recommendation:

| | |
|--|--|
| √ | The EMS complies with the requirements of the reference standard: Congratulations, on the basis of the above summary, Lead Auditor is pleased to put forward a recommendation for Issuance of Certificate. The organization can use the AQC Mark |
| × | <p>The EMS complies with the requirements of the reference standard with exception of minor NC: Congratulations, Team Leader is pleased to put forward a recommendation for Issuance of the certificate of Organization upon off-site verification of closure of all minor NC within 60 days from the date of Stage 2 audit. Responses to the non-conformances should be submitted to AQC and must include supporting evidence of closure to allow for off-site verification. In responding to the non-conformances, the organization should consider the root cause of the non-conformance and the potential for related issues in other parts of system.</p> <p>If all non-conformances are not closed within 60 days, a full reassessment may be required.</p> |
| × | <p>Evidence of major non conformities: Organization is not recommended for Issuance of Certificate and at this time. Follow-up audit will be scheduled to allow for on-site verification and closure of all issues within 60 days from the date of Stage 2.</p> <p>Once all non-conformances are closed, the recommendation for Issuance of certification may recommended.</p> <p>If all non-conformances are not closed within 60 days, a full reassessment may be required.</p> |
| × | <p>Not Recommended: Organization is not recommended for Issuance of certificate at this time. Full Stage 2 audit is required as the organisation has not implemented the system and process at pace. .</p> |
| <i>Proposed Audit Date for 1st Surveillance Audit 11.07.2024 (mm/dd/yy)</i> | |

Sign Off : (Date) 12.07.2023

AQC Report Submission

Name of Team Leader: Amalesh Kr. Mandal
Signature: 

Client Acceptance for Report

Name: Dr. Debjani Datta

Sign

Designation: Principal

DR. DEBJANI DATTA

M.Sc. (Gold Medalist), Ph.D

Principal

Budge Budge College

7, D.B.C. Road, Kol-700137

West Bengal, India

Digitally Signed By

Dr. Debjani Datta

M.Sc. (Gold Medalist), Ph.D

Principal

Budge Budge College

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West Bengal, India



AUDIT CHECKLIST

VERIFICATION OF DOCUMENTED INFORMATION & RECORDS AS PER STD REQUIREMENT
(C- Conformity, NC-Non Conformity, O-Observation)

| Clause Number | C/NC/O | Document Verification detail with statement of Conformity |
|--|--------|--|
| 4.1 Understanding the organization and its context (Determination of external and Internal Issues) | C | Identified and included in Manual (Doc. Ref. No. EMS/001, Dtd. 02.04.2022) |
| 4.2 Understanding the needs and expectations of interested parties (Determination, Monitor & Review of the Interested Parties) | C | Identified and included in Manual (Doc. Ref. No. EMS/001, Dtd. 02.04.2022) |
| 4.3 Determine and maintained Documented Information the scope of the Environmental management system (Boundaries and Type of Product and Services and any requirement not applicable) | C | Scope established and included in Manual (Doc. Ref. No. EMS/001, Dtd. 02.04.2022), Section No. - EMS/11 Page. No. 12 |
| 4.4 Environmental management system and its processes (Established, Implement and maintained, process and Interaction of Process) | C | Process Flow found established. College operation predefined as per government norms. |
| 5.1 Leadership & Commitment (Statement of ensurity) | C | Interviewed with Top Management (Principal) regarding Environment management system. Several Project has initiated and monitored as per plan. |
| 5.2 Environmental policy (Documented Information, Establish, Implement, Maintain, communicated and understood) | C | Environmental Policy established (Section No. - EMS/15, Page no 16) |
| 5.3 Organizational roles, responsibilities and authorities | C | Defined in Manual as per Governmental norms. |
| 6.0 Planning | | |
| 6.1.1 Actions to address risks and opportunities (Risk Assessment has done with prevention of undesirable effects) | C | Risk Register found maintain and accordingly project taken. Initially they have identified 4 nos environment risk related to different environmental issues. Action plan established. |
| 6.1.2 Determination and maintained documented information of Environmental Aspect, associated impacts Criteria Used and significant aspects and, of the activity and Environmental Impacts | C | Aspect/Impact Register found maintain. (DOC. NO: BBC/ASPECT/01). Initially they have identified 3 nos environment aspect to impact analysis with proper action plan. |
| 6.1.3 Determination of the Compliances Obligation and maintained documented information how to comply. | C | Compliance register found available and complied as per accreditation and others norms. |

Digitally Signed By

Budge Budge College was established on 10th December, 1971. Initially the college was located in a

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B.Sc. (O.P.J)
Budge Budge College
7, D.B.C. Road, Kol-700137
West Bengal, India



| | | |
|---|---|---|
| | | different location with few classrooms. Later it was shifted to its present position. Organization Approved by UGC Under 2(f) & 12(b), Affiliated to Calcutta University. |
| 6.1.4 Planning action for Environmental aspect, Compliance Obligation and Risk and Opportunities. | C | Planning records found available (In the form of projects) |
| 6.2 Environmental objectives and planning to achieve them (Documented, Measurable, Monitored and communicated) | C | Environmental Objectives found established and planned to achieve action (MAP)- Doc. No. ENV/OBJ. 3 nos environment related KPI taken and related action plan initiated with Green Projects. |
| 7.1 Resources (Resource needed for Continual Improvement) | C | Found available |
| 7.2 Competence (Employee records & Competence skill matrix) | C | Related training records found available |
| 7.3 Awareness (Environmental Policy, Objectives & Effectiveness of EMS) | C | Done through training |
| 7.4 Communication (what, who, when, whom, how with retained documented information) | C | Done |
| 7.5 Documented information (External Origin, Creation, Updation, Distribution, Preservation, version control, Retention and disposition) | C | Document control done |
| 8.1 Operational planning and control (Plan, Implement and control of process, documented information for process carried out as planned and Conformity of product or services) | C | Operational procedures established supported with work instructions and related records. |
| 8.2 Emergency Prepared and Responses (Mitigation of Adverse Environmental Impact, Respond to Emergency situation, Periodically review and Training of the Emergency) | C | EPRP document and mock drill training given. There are no such exposure of emergency as per their work nature and campus conditions. |
| 9.1.1 Monitoring, Measurement analysis and evaluation | C | Environment monitoring: Their Own monitoring data report in the form of "Green Audit" found maintained in every assessment year wise. Monitoring done against respective parameters. |
| 9.1.2 Evaluation Of Compliances Documented (Frequency and Action on Evaluation) | C | Compliance register found available. The college is currently accredited with U.G.C. act 1956. Under section 2(f) and 12B. |
| 9.2 Internal Audit (Frequency and Documented Information for Implementation of Audit Program and the audit result) | C | Yearly frequency and Internal Audit plan/records found Digitally Signed By  Dr. DEBJANI DATTA M.Sc. (Gold Medalist), Ph.D Principal Badge Bridge College 7, D.B.C. Road, Kol-700137 West Bengal, India |



Digitally Signed By

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West Bengal, India

| | | |
|--|---|---|
| 9.3 Management Review (Frequency, Input, Output, Documented Information for MRM Results) | C | MRM agenda and minutes found available. Last done 18.01.2023. |
| 10.1 Improvement – General | C | Done and included in MRM |
| 10.2 Nonconformity and corrective action (Documented Information for nature of NC and result of action taken) | C | Procedure established. |
| 10.3 Continual improvement | C | Objective and monitoring data found available.— |

END OF REPORT

Digitally Signed By



DR. DEBMANI DATTA
M.Sc. (Gold Medalist), Ph.D
Principal
Badge Bridge College
7, D.B.C. Road, Kol-700137
West Bengal, India

Certificate of Registration

ISO 14001:2015

This is to Certify that
Environmental Management System of

BUDGE BUDGE COLLEGE

7, DESHBANDHU CHITTARANJAN ROAD, BUDGE BUDGE, 24 PARGANAS
(SOUTH), KOLKATA – 700137, WEST BENGAL, INDIA.

has been assessed and found to conform to the requirements of

ISO 14001:2015

for the following scope :

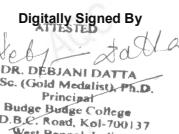
"TEACHING, LEARNING AND EVALUATION PROCESSES RELATING TO
AWARDING OF BA, B.SC. & B.COM HONOURS AS WELL AS GENERAL
CONSIDERING ENVIRONMENT FRIENDLY AND ENERGY EFFICIENCY
MANNER IN COLLEGE GREEN CAMPUS,

IAF CODE : 37

| | | | |
|---------------------------|--------------|----------------|--------------|
| Certificate No | : 24EEMK29 | Issuance Date | : 16/02/2024 |
| Initial Registration Date | : 16/02/2024 | Date of Expiry | : 15/02/2027 |
| 1st Surv. Due | : 16/01/2025 | 2nd Surv. Due | : 16/01/2026 |


Director



Digitally Signed By

Dr. DEBJANI DATTA
M.Sc. (Gold Medalist), Ph.D.
Principal
Budge Budge College
D.B.C. Road, Kol-700137
West Bengal, India



(Scan to Verify)

Assurance Quality Certification LLC

Head Office: Sharjah Media City, SHAMS, Sharjah, UAE. e-mail: info@aqcworld.com.

Key Location: A-60, Sector - 2, Noida, Uttar Pradesh, 201301, India.

*Validity of the Certificate is subject to successful completion of surveillance audit on or before of due date. (in case surveillance audit is not allowed to be conducted, this certificate shall be suspended/withdrawn).

Certificate Verification: Please Re-check the validity of certificate at <http://www.aqcworld.com/activeclients.aspx> or www.aqcworld.com at Active Clients.
Certificate is the property of Assurance Quality Certification LLC and shall be returned immediately when demanded

AQC GLOBAL LLC

ISO 50001:2018

Stage 1 Energy Audit Report

F19EN18

Issue 01

Rev 05

| | | |
|------------------------------|--|--|
| Name of the Organization | BUDGE BUDGE COLLEGE | |
| Address | 7, Deshbandhu Chittaranjan Road, Budge Budge 24 Parganas (South), Kolkata - 700137 | |
| Site Address (If any) | | |
| No. of Employees | Teaching = 41, Non-teaching = 12, House-keeping = 2, Security = 2, Electrician=1, Total = 58 | |
| No. Of Shift | 1 | |
| E mail id | budgebudgecollege@gmail.com | |
| Contact Person | Dr. Debjani Datta | |
| Telephone/Fax | 033 24701454, 033 24805168 | |
| Scope | "Teaching, Learning and Evaluation processes relating to awarding of BA, B.Sc. & B.Com Honours as well as general considering Environment friendly and Energy efficiency manner in College Green Campus". | |
| Technical Area | Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility | |
| Audit Team | Lead Auditor: Amalesh Kr. Mandal Auditor: Technical Expert | Audit duration Man day(s): Technical Expert |
| Starting date of Audit | 21.06.2023 | |
| End Date of Audit | 21.06.2023 | |
| Brief about the organization | <p>Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. This College was lucky to have the famous writer late Narayan Ganguly as its Founder President of the Governing Body and the founder principal was late Prof. Prithwis Dutta. The college has played its role since all these years for the development of education in the suburbs of Kolkata.</p> <p>The township of Budge Budge itself has its own significance in the field of culture and freedom movement of India. The College is located in the vicinity of Budge Budge Railway Station and occupies an important position in the locality. Hence to serve the students in the larger area has been possible for the College. Day by day this College has created its own aura and significance in spreading education in West Bengal particularly to the middle class & lower middle class families. Students of this College come from all spheres of society. We have large numbers of female students to take care of. Most of our students are well established in their life</p> | |

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AQC GLOBAL LLC

ISO 50001:2018

Stage 1 Energy Audit Report

F19EN18

Issue 01

Rev 05

| | |
|-----------------|--|
| | and playing their role as good citizens. |
| Audit Objective | To evaluate the client's documented system, location & site-specific conditions and gather other details through discussions with the client's personnel to determine the organization's readiness for the Stage 2 Audit for Certification |

CHANGE DETAIL

| Audit Duration for Stage 1 | |
|--------------------------------|------|
| Are quoted man-days adequate? | Yes |
| Any change in employee detail? | None |
| Any Change in Scope? | None |
| Any additional Information: | None |

Digitally Signed By


DR. DEBMANI DATTA
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ATTENDENCE SHEET:

| NAME OF PERSON | DESIGNATION |
|--------------------|----------------------------------|
| Debjani Datta | Lead Auditor |
| Dipanjan Datta | PRINCIPAL |
| Sanjay Kumar Singh | Associate Professor, Commerce |
| Debmalya Das | Associate Professor, Commerce |
| Debajyoti Mandal | Associate Professor, History |
| Anup Kumar Sahoo | Assistant Professor, Physics |
| Kishore Kumar Nath | Assistant Professor, Economics |
| Papia Das | Assistant Professor, Zoology |
| Somiran Banerjee | Assistant Professor, Botany |
| Barnali Datta | SACT, ZOOLOGY |
| Uttoriya Roy | SACT, Environmental Studies |
| Biyal Das | SACT, Botany |
| Shreya Chakravarty | Assistant Professor, ENGLISH |
| Somenath Bose | Electrician cum Caretaker OFFICE |
| Amin Ahmed | Computer Assistant OFFICE |

SUMMARY OF AUDIT

AREA OF IMPROVEMET

(Areas of Improvement Which May be Identified as Non Conformities During Stage 2 Audit)

| | |
|---|-------------------------------------|
| 1 | Communication/Display of policy |
| 2 | Communication/Display of Objectives |
| | |
| | |
| | |
| | |
| | |

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ISO 50001:2018

Stage 1 Energy Audit Report

F19EN18

Issue 01

Rev.05

Non Conformities Raised

0 Minor/Major Nonconformance identified in the Stage 1 audit, details of Non Conformance in F50.

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor.

Team Leader Declaration (Tick or cross Each Column as per applicability)

- Auditing is based on a sampling process of the available information
- Audit is combined, joint or integrated;
- The effectiveness of corrective actions taken regarding previously identified nonconformities has verified
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- The internal audit and management review process are effective and complying with the requirements.
- The scope of certification is appropriate.
- The capability of the management system to meet applicable requirements and expected
- The audit objectives has been fulfilled and achieved.

RECOMMENDATION

- Recommended Proceeding With Stage 2 (within 60 days from this audit date)
- Recommend not proceeding to stage 2 until audit evidence has been submitted to AQC showing that the concerns raised by the auditor (s) have been rectified. A date for stage 2 will then be agreed.
- Recommend not proceeding without a further stage 1 Audit due to the severity of the concerns raised by the audit team

Sign Off: Date 21.06.2023

AQC Report Submission

Name of Auditor: Amalesh Kr. Mandal

Signature: *Amalesh Kumar Mandal*

Client Acceptance for Report

Name: Dr. Debjani Datta

Sign

Designation: Principal

DR DEBJANI DATTA

M.Sc. (Gold Medalist), Ph.D

Principal

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Digitally Signed By

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AUDIT CHECKLIST

| REQUIREMENTS | COMMENTS | Status C/NC/O |
|--|---|------------------|
| Is the Information is documented as required as per the ISO 50001:2018? | Manual and other documented information available. (Doc. Ref. No. ENMS/L1, dtd. 02.04.2022) | C |
| Has the discussion held with personnel of the Client company for readiness for stage-2? | Yes | C |
| Has the Client site specific conditions are evaluated? | Established, implemented and the Scope has set as per Site specific. (Under clause 4.3 of ENMS/L1 Manual) | C |
| Has the company identified energy performance indicator, Energy baseline, Energy objectives, energy targets and energy management action plans? | Respective Energy project found taken by Authority. Like "Efficient use of Energy Resources" | C |
| Has the client having understanding with the ISO 50001:2018 Standard requirement? | Yes. Awareness training has conducted by external consultant. | C |
| Is the scope is having boundaries and specific to client organization? | Yes scope found suitable as per client specific. | C |
| Is client having Multisite then level of control is established. | Not applicable | C |
| Is organization analyze energy used and consumption based on measurement and other data: (Identify current energy sources/evaluate past and present energy use and consumption?) | Measurement done on Bill monitoring, list of energy sources are available, significant energy sources identified. | C |
| Based on the analysis of energy used and consumption, Is organization identify the areas of significant energy use.(identify the facilities, equipment, systems, processes and personnel working for, or on behalf of, the organization that significantly affect energy use and consumption?) | List of energy sources are available, significant energy sources identified. Energy program found established. | C |
| Has organisation identified EnPIs (energy performance indicators) appropriate for monitoring and measuring your energy performance? | Energy baseline declared as last year consumption. EnPI set in the form of Energy Projects. | C |

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|-----------------------------|-------------------------------|
| AQC GLOBAL LLC | F19EN18 Issue 01 Rev 05 |
| ISO 50001:2018 | |
| Stage 1 Energy Audit Report | |

| | | |
|--|--|---|
| Has organisation identified, implemented and have access to the applicable legal requirements and other requirements to which organisation subscribes related to energy use, consumption and efficiency? | Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. Organization Approved by UGC Under 2(f) & 12(b), Affiliated to Calcutta University. | C |
| Is the resource are adequate for stage 2 audit? | Yes | C |
| Is Internal Audit planned and performed and effective? | Last Internal scheduled on 04.03.2023 | C |
| Is MRM planned and performed and Effective? | Last MRM held on 15.03.2023 | C |

END OF REPORT

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| | | |
|------------------------------|---|---------------------|
| Name of the Organization | BUDGE BUDGE COLLEGE | |
| Address | 7, Deshbandhu Chittaranjan Road, Budge Budge 24 Parganas (South), Kolkata - 700137 | |
| Site Address (If any) | | |
| No. of Employees | Teaching = 41, Non-teaching = 12, House-keeping = 2, Security = 2, Electrician=1, Total = 58 | |
| No. of Shift | 1 | |
| E mail id | budgebudgecollege@gmail.com | |
| Contact Person | Dr. Debjani Datta | |
| Telephone/Fax | 033 24701454, 033 24805168 | |
| Scope | "Teaching, Learning and Evaluation processes relating to awarding of BA, B.Sc. & B.Com Honours as well as general considering Environment friendly and Energy efficiency manner in College Green Campus". | |
| Technical Area | Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility. | |
| Audit Team | Lead Auditor: Amalesh Kumar Mandal Auditor: Technical Expert | No of Mandays: 1 |
| Starting date of Audit | 12.07.2023 | |
| End date of Audit | 12.07.2023 | |
| Brief about the organization | <p>Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. This College was lucky to have the famous writer late Narayan Ganguly as its Founder President of the Governing Body and the founder principal was late Prof. Prithwis Dutta. The college has played its role since all these years for the development of education in the suburbs of Kolkata.</p> <p>The township of Budge Budge itself has its own significance in the field of culture and freedom movement of India. The College is located in the vicinity of Budge Budge Railway Station and occupies an important position in the locality. Hence to serve the students in the larger area has been possible for the College. Day by day this College has created its own aura and significance in spreading education in West Bengal particularly to the middle class & lower middle class families. Students of this College come from all spheres of society. We have large numbers of female students to take care of. Most of our students are well established in their life and playing their role as good citizens.</p> | |

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Purpose of Audit

To verify the implementation of the Energy Management System as per the ISO 50001:2018 Standards Requirement, verification of records for the conformity of the implementation.

CHANGE DETAIL:

| Audit Duration for Stage 2 | |
|--------------------------------|------|
| Are quoted man-days adequate? | Yes |
| Any change in employee detail? | None |
| Any Change in Scope? | None |
| Any additional Information: | None |

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ATTENDENCE SHEET:

| NAME OF PERSON | DESIGNATION |
|--------------------|---------------------------------|
| Debjani Datta | PRINCIPAL |
| Sandip Sinha | Associate Professor, Commerce |
| Kuntam Das | Associate Professor, Commerce |
| Dipankar Mandal | Associate Professor, History |
| Anup Kumar Sahoo | Assistant Professor, Physics |
| Kishore Narayan | Assistant Professor, Economics |
| Papia Das | Assistant Professor, Zoology |
| Samiran Panday | Assistant Professor, Botany |
| Barnali Sena | SACT, ZOOLOGY |
| Uttariya Roy | SACT, Environmental Studies |
| Biyati Das | SACT, Botany |
| Shreya Chakraborty | Assistant Professor, ENGLISH |
| Somenath Basu | Electrical-Cum-Caretaker OFFICE |
| Abis Ahmed | Computer Assistant, OFFICE |

SUMMARY OF AUDIT

AREA OF IMPROVEMENTS

| | |
|---|--|
| 1 | No such significant area identified as critical w.r.t energy consumption |
| | |
| | |
| | |
| | |

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Non Conformities Raised

0 Minor/Major Non-conformance identified in the Stage 2 audit, details of Non Conformance in F50

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor

Team Leader Declaration (Tick or cross Each Column as per applicability)

| | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Auditing is based on a sampling process of the available information |
| <input checked="" type="checkbox"/> | Audit is combined, joint or integrated; |
| <input checked="" type="checkbox"/> | The effectiveness of corrective actions taken regarding previously identified nonconformities has verified |
| <input checked="" type="checkbox"/> | outcomes are effective and complying. |
| <input checked="" type="checkbox"/> | The internal audit and management review process are effective and complying with the requirements. |
| <input checked="" type="checkbox"/> | The scope of certification is appropriate. |
| <input checked="" type="checkbox"/> | The capability of the management system to meet applicable requirements and expected |
| <input checked="" type="checkbox"/> | The audit objectives has been fulfilled and achieved. |

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Recommendation:

| | |
|---|--|
| ✓ | The quality system complies with the requirements of the reference standard: Congratulations, on the basis of the above summary, Lead Auditor is pleased to put forward a recommendation for Issuance of Certificate. The organization can use the AQC Mark |
| ✗ | The quality system complies with the requirements of the reference standard with exception of minor NC: Congratulations, Team Leader is pleased to put forward a recommendation for Issuance of the certificate of Organization upon off-site verification of closure of all minor NC within 60 days from the date of Stage 2 audit. Responses to the non-conformances should be submitted to AQC and must include supporting evidence of closure to allow for off-site verification. In responding to the non-conformances, the organization should consider the root cause of the non-conformance and the potential for related issues in other parts of system. If all non-conformances are not closed within 60 days, a full reassessment may be required. |
| ✗ | Evidence of major non conformities: Organization is not recommended for Issuance of Certificate and at this time. Follow-up audit will be scheduled to allow for on-site verification and closure of all issues within 60 days from the date of Stage 2. Once all non-conformances are closed, the recommendation for Issuance of certification may recommended. If all non-conformances are not closed within 60 days, a full reassessment may be required. |
| ✗ | Not Recommended: Organization is not recommended for Issuance of certificate at this time. Full Stage 2 audit is required as the organisation has not implemented the system and process at pace. |
| | Proposed Audit Date for 1st Surveillance Audit 11.07.2024 (mm/dd/yy) |

Sign Off : (Date) 12.07.2023

AQC Report Submission

Name of Team Leader: Amalesh Kr. Mandal
Signature: *Amalesh Kumar Mandal*

Client Acceptance for Report

Name: Dr. Debjani Datta

Sign: *[Signature]*

Designation: Principal

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AUDIT CHECKLISTVERIFICATION OF DOCUMENTED INFORMATION & RECORDS AS PER STD REQUIREMENT
(C- Conformity, NC-Non Conformity, O-Observation)

| Clause Number | C/NC/O | Document Verification detail with statement of Conformity |
|---|--------|--|
| 4 Context of the organization | | |
| 4.1 Understanding the organization and its context (External and Internal Issues) | C | Identified and included in Manual. (Under clause 4.1 of Doc. Ref. No. ENMS/L1, dtd. 02.04.2022) |
| 4.2 Understanding the needs and expectations of interested parties (Need & Expectation of Interested parties) | C | Identified and included in Manual. (Under clause 4.2 of Doc. Ref. No. ENMS/L1, dtd. 02.04.2022) |
| 4.3 Determining the scope of the energy management system | C | Scope established and included in Manual. (Under clause 4.3 of ENMS/L1 Manual) |
| 4.4 Energy management system | C | Process Flow found established and as per UGC norms. |
| 5 Leadership | | |
| 5.1 Leadership and commitment (Ensure Top Management Commitment) | C | Interviewed with Top Management, found committed to communication of respective Energy Policies, Projects and implementation of Energy specific Projects. |
| 5.2 Energy policy (Documented, communicated, availability and Review) | C | Energy Policy established and displayed in notice board. Advise them to display for others stakeholders as well as in Website. |
| 5.3 Organization roles, responsibilities and authorities (Assigned and communicated by Top Management) | C | Defined in Manual and found as per Government protocol. |
| 6 Planning | | |
| 6.1 Actions to address risks and opportunities | C | Risk Register found maintain (Doc. Ref. No. EnMS/POT/E-RISK/01), initially found 3 nos Energy risk identified. |
| 6.2 Objectives, energy targets and planning to achieve them (Consistent with Energy Policy, SEU, documented, measurable, communicated and updated) | C | Energy Objectives found established and planned to achieve action (MAP), Projects taken Like "Efficient use of Energy Resources" and monitoring methodology found set to achieve the goal. |
| 6.3 Energy review (Current type of energy use, past and current consumption, documented and updated) | C | Energy review has done based on Meter reading study and kept as documented information. Current list of Energy sources found available including Significant energy sources. |
| 6.4 Energy performance indicators (Documented and updated) | C | Documented in the form of Energy projects. |

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| | | |
|---|---|--|
| 6.5 Energy baseline (Documented and review periodically and retention) | C | Energy baseline declared as last year Power consumption, accordingly projects taken to review and reduce the Power. |
| 6.6 Planning for collection of energy data (Accuracy and repeatable, documented and retention) | C | Electrical Energy bill statements kept available for further review. |
| 7 Support | | |
| 7.1 Resources (Determination of resource required) | C | Found available |
| 7.2 Competence (determine, documented and retain the competence) | C | Training planning and related training records found available. Awareness training conducted by External consultant. |
| 7.3 Awareness (Objective, Policy, Non Conformance of EnMS) | C | Done through training and display |
| 7.4 Communication (What, When, With Whom, How & Who) | C | Done in the form of minutes and display. |
| 7.5 Documented information (Creation, Updating, Control, Retention, External Origin, Storage & Preservation) | C | Control of documented information procedure established. |
| 8 Operation | | |
| 8.1 Operational planning and control (Documneted, Plan, Implement, Control the process related to SEU and communication) | C | Operational procedures established supported with work instructions and related records. |
| 8.2 Design (Documented, Specification, design consideration) | C | Design part not included |
| 8.3 Procurement (Establish & Implement criteria for evaluating energy performance) | C | Effectively implemented, tendering system applicable in procurement. |
| 9 Performance evaluation | | |
| 9.1.1 General (Monitoring, measurement, analysis and evaluation of energy performance and the EnMS) | C | Criteria set against each Project mapping, to monitor the performance and effectiveness of the Energy performance. Current Status: 1. Project mapping Vs. monitoring |
| 9.1.2 Evaluation of compliance with legal requirements and other requirements | C | Budge Budge College was established on 10th December' 1971. Initially the college was located in a different location with few classrooms. Later it was shifted to its present position. Organization Approved by UGC Under 2(f) & 12(b), Affiliated to Calcutta University. |
| 9.2 Internal audit (Frequency and Effectiveness) | C | Yearly frequency and Internal Audit plan/records found available. Last Internal scheduled from 11.01.2023 to 12.01.2023. |

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| | | |
|---|---|--|
| 9.3 Management review (Frequency and input/output) | C | MRM agenda and minutes found available. Last MRM held on 18.01.2023. |
| 10 Improvement | | |
| 10.1 Nonconformity and corrective action | C | Procedure established and monitored through project planning. |
| 10.2 Continual improvement | C | Objective and monitoring data found available. |

END OF REPORT

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Certificate of Registration

This is to Certify that
Energy Management System of

BUDGE BUDGE COLLEGE

7, DESHBANDHU CHITTARANJAN ROAD, BUDGE BUDGE, 24 PARGANAS (SOUTH), KOLKATA – 700137, WEST BENGAL, INDIA.

has been assessed and found to conform to the requirements of

ISO 50001:2018

for the following scope :

"TEACHING, LEARNING AND EVALUATION PROCESSES RELATING TO AWARDING OF BA, B.SC. & B.COM HONOURS AS WELL AS GENERAL CONSIDERING ENVIRONMENT FRIENDLY AND ENERGY EFFICIENCY MANNER IN COLLEGE GREEN CAMPUS,

| | | | |
|---------------------------|--------------|----------------|--------------|
| Certificate No | : 24EEnMU27 | Issuance Date | : 16/02/2024 |
| Initial Registration Date | : 16/02/2024 | Date of Expiry | : 15/02/2027 |
| 1st Surv. Due | : 16/01/2025 | 2nd Surv. Due | : 16/01/2026 |


Director



Assurance Quality Certification LLC

Head Office: Sharjah Media City, SHAMS, Sharjah, UAE. e-mail: info@aqcworld.com,

Key Location: A-60, Sector - 2, Noida, Uttar Pradesh, 201301, India.

*Validity of the Certificate is subject to successful completion of surveillance audit on or before of due date. (in case surveillance audit is not allowed to be conducted, this certificate shall be suspended/withdrawn).

Certificate Verification: Please Re-check the validity of certificate at <http://www.aqcworld.com/activeclients.aspx> or www.aqcworld.com at Active Clients.
Certificate is the property of Assurance Quality Certification LLC and shall be returned immediately when demanded

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TESTED

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(Scan to Verify)