



**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste**

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## **E-WASTE DISPOSAL POLICY**

### **E-waste Definition:**

E-waste means waste electrical and electronic equipment whole or in parts or in rejects from their manufacturing and repair processes, which are intended to be discarded.

At ICEM we specialize in “Reduce, Reuse and Recycle” mantra for waste management. On the similar lines e-waste management policy is meant.

- Computer systems and servers should be used to their full potential by extending their usable lives with proper maintenance and health checks.
- Periodical Maintenance should be carried out to help increase the longevity and performance of the IT resources of the campus.
- Repairs and Service - Our hardware department should be focused on providing the best possible repairs and service for computers and other equipment so that they can be utilized to their full potential without the need for new purchases. If necessary, repairs and service can be outsourced.
- Parts of discarded computers such as motherboards, power supplies and peripherals should be reused rather than replacing the faulty one's wherever possible.
- Printer toners should be refilled and reused.
- Systems which are past their prime should be refurbished and made fit to be re-used, these systems can be donated to needy people.
- Proper sorting and scraping methods should be followed. Scraps to be always sent to authorized dealers who are responsible for recycling of e-waste.



  
**Principal, ICEM**

**Sign & Stamp**

**IC Principal**

Indira College of Engineering & Management

Parandwadi Pune-410506



## WASTE DISPOSAL POLICY

Indira College of Engineering and Management is one of the prime institutions in Maval region offering Engineering and Management Education at UG & PG level.

### Policy Mission:

1. To ensure that waste management is performed in accordance with all waste legislative requirements, including the duty of care, and to plan for future legislative changes and to mitigate their effects.
2. To minimize waste generation at source and facilitate repair, reuse and recycling over the disposal of wastes in a cost effective manner.
3. To provide clearly defined roles and responsibilities to identify and co-ordinate each activity of the waste management.
4. To ensure the safe handling and storage of wastes on campus.
5. To provide appropriate training for teacher, resident, staff, students and other stakeholders on waste management issues.
6. To promote holistic approach of waste management in the campus.

### Organization and Management:

The duties and supervisory arrangements for this policy lie with a variety of manpower within the Campus.

#### ❖ Advisory Committee

- a) Chairperson / Principal
- b) Deputy Director – Admin
- c) Institute Faculty Coordinator
- d) External Expert (to be appointed by Chairperson / Principal).
- e) Head of Department's

#### ✦ Functions of Committee

- a) Committee will coordinate the provision of a central waste & recycling contract services for use by all facilities on the campus.
- b) Ensuring that all contractors are appointed with proper profile validation and it should be government certified.
- c) Ensuring that all contractors are enlightened to comply with the Duty of Care.





**+ Functions of Institute Faculty Coordinator**

- a) Provision of advice and guidance to the college on waste management.
- b) Setting Environmental Performance Indicators for waste management and generating annual reports.
- c) Monitoring and auditing the management systems for all wastes, to ensure safety and legal compliance.
- d) Provision of appropriate training for all personnel who have responsibilities for waste management.
- e) Investigation of any incidents or spillage relating to all type of hazardous and general waste management.

**+ Functions of Deputy Director – Admin**

- a) Overseeing the day to day delivery of general waste and their recycling services.
- b) Operational monitoring of waste management systems across the campus.
- c) Monitoring the performance of the contractor against the contract agreements.
- d) Liaising with the Coordinator to establish standard procedures for managing waste on the campus.
- e) Disposing of waste responsibly (at Academic, Admin office and Hostel), through the appropriate waste disposal system (segregation of waste).
- f) Reporting any problems with waste collection schemes to Principal and/or Coordinator.

**+ Functions of Head of Departments**

- a) Nominating a 'responsible person' within their department to coordinate waste disposal for any hazardous or laboratory wastes.
- b) Informing the Institute Faculty Coordinator, about the nominated 'responsible person' and updating the Coordinator if and when the 'responsible person' changes. The tenure of the person will be minimum two year

**Plan of Action:**

1. It will be mandatory for all the members of the committee to report changes/additions in hazardous waste generation and steps taken to reduce generation of waste per unit of production.



2. The waste could be recycled / reused or disposed of by manageable or common treatments. It should be adapted in order of preference from the most favorable (top) to the least (bottom).



3. Inventories of 'end of life' consumer products such as e-waste are also required to be made.
4. Prevention and minimization of waste have to be attempted first by promoting implementation of recovery of resources such as chemicals in chemistry labs i.e. solvents, other reagents and by-products as well as re-generation of spent catalysts.
5. Exploring ways of reusing, recovery and recycling of nonhazardous waste in an environmentally sustainable manner.
6. For the waste which cannot be recycled / reused, safe and environmentally sound disposal will be adopted depending upon waste category.
7. Waste Treatment plant will be established and the degradable and non-biodegradable waste will be segregated and treated according to their physical nature.



  
**Principal**  
Shree Chanakya Education Society's  
Indira College of Engineering & Management  
Parandwadi, Pune.

**Inter office Communication**

Date: - 24-01-2023

To,

The Principal

ICEM-Parandwadi Pune

Tal. Maval Pune-410506

Sub: - Permission for disposal of Scarp Material.

Respected Sir,

As per the discussion with Executive Director-Projects, IGI and Principal ICEM, please find attached herewith reports received from Scrap Disposal committee.

You are herewith requested to kindly give permission to disposal of Scrap material from ICEM campus.

Thanking you,

With regards



Mr. Bhagavan Patil

Admin Officer-ICEM



Dr. Sunil Ingole

Director I/C Principal

ICEM-Parandwadi

## Inter office Communication

Date: - 24-01-2023

To,

The Principal

ICEM-Parandwadi Pune

Tal. Maval Pune-410506

Sub: -Sale for old MS material ICEM campus.

Respected Sir,

We have taken the quotation of different parties and after the negotiation, we have decided to sale it to MK steel

Sr. No	Particulars	Name Of Institute	Weigh in Kg.	Rate Per Kg.	Total Amount
1	Old MS Scrap	ICEM	1840	40	73,600/-
				Total	73,600/-
				SGST-9%	6,624/-
				CGST-9%	6,624/-
				Total Amount	86,848/-

We request to allow us to release the scrap to approved agency.

Regards!!!

Mr. Bhagavan Patil

Admin Officer-ICEM

Dr. Sunil Ingole

Director I/C Principal-ICEM

Mr. Santosh Sawant

Store Incharge

Mr. Sandeep Gaekwad

Director Admin & HR

②  
5/1/23

# PADMAVATI ELECTRONIC WEIGH BRIDGE

Chaurainagar, 254, Somatane Phata, Pune 410 506.  
Mobile : 9921912392



**GO TONS 16 METRE COMPUTERISED TRAILOR WEIGH BRIDGE**



SERIAL NO.  
SUPPLIER

11225

COPY NO.:

VEHICLE NO.:

MH12DGB794

GROSS

6260

Kg. DATE: 24/01/2023 TIME 18:26

TARE

4420

Kg. DATE: 24/01/2023 TIME 14:21

NETT

1840

Kg.

CHARGES Rs.

150/-

WD / ND

OPERATOR'S SIGNATURE



*Our Responsibility Ceases Once the vehicle Leaves the Platform*



**24 Hours Service**





## Inter office Communication

Date: - 24-01-2023

To,

The Principal

ICEM-Parandwadi Pune

Tal. Maval Pune-410506

Sub: -Sale for old MS material ICEM campus.

Respected Sir,

We have taken the quotation of different parties and after the negotiation, we have decided to sale it to **MK steel**

Item Name	kg	Rate	Amount	Gst	Total Amount
Patra	175	35	6125	1102.5	7227.5
Patra	69	35	2415	434.7	2849.7
Plastic	5	20	100	5	105
Chair	50	40	2000	360	2360
Patra	45	35	1575	283.5	1858.5
Putha	20	17	340	17	357
Can Plastic	12	20	240	43.2	283.2
Magjin	144	13	1872	93.6	1965.6
Paper	74	21	1554	77.7	1631.7
				<b>Total</b>	<b>18638.2</b>

We request to allow us to release the scrap to approved agency.

Regards!!!

Mr. Bhagavan Patil

Admin Officer-ICEM

Dr. Sunil Ingole

Director I/C Principal-ICEM

Mr. Santosh Sawant

Store Incharge

Mr. Sandeep Gaekwad

Director Admin & HR

(19)  
28/01/23  
20/01/23



# SHREE CHANAKYA EDUCATION SOCIETY

(REGN NO. MAH / 0100-03/PUNE)

REGD. OFFICE : Flat No.1, Runwal Sarita, Plot No. 4, S.No. 250/1/3, Balaji Park, Banor, Pune -411 007  
Tel:- 020-27298822 / 27298823

CAMPUS OFFICE : 85/5 - A, New Pune - Mumbai Highway, Tathawade, Pune - 411 033, India.  
Tel : +91-20-22933279 / 66168100 Fax : +91-20-22933445



## RATE CONTRACT

### SUPPLIER NAME & ADDRESS

M.K. STEEL,  
DANGE CHOWK, TATHAWADE ROAD, TALUKA  
MULSHI,  
PUNE -411033  
Mob. -9405014128

SCES/22-23 No: - 01

DATE: 01.08.2022

PERIOD OF CONTRACT:

01-08-2022 to 31-07-2023

Sr. No.	ITEM DESCRIPTION	RATE PER KG.	
		Rs.	Ps.
	SALE OF SCRAP MATERIAL		
01	M.S. SCRAP	40=00	
02	M/S LIGHT SCRAP	35=00	
03	NEWS PAPER	22=00	
04	WHITE PAPER/NOTE BOOK	21=00	
05	WOODEN SCRAP	5=00	
06	WOODEN SCRAP	650=00	
07	COPPER	440=00	
08	BRASS	20=00	
09	PLASTIC	135=00	
10	ALUMINIUM	35=00	
11	MIX SCRAP	17=00	
12	PUTTHA	18=00	
13	MIX RADDI	15=00	
14	STATIONERY FOR PULPING	13=00	
15	COLOUR BOOK AND COLOUR PAPER	25=00	
15	OIL		

### TERMS AND CONDITIONS:

1. The rates are applicable for the period of six month (i.e., 1<sup>st</sup> August, 2022 to 31<sup>st</sup> July, 2023)
2. GST @ 18% will be applicable on the sale of scrap
3. Material will be lifted as per the instruction given by us.
4. The weighting of the material will be taken on electronic scale only.
5. Before pick up the entire amount should be deposited in accounts. Against the receipt gate pass will be issued.
6. No transportation cost is applicable.

SHREE CHANAKYA EDUCATION SOCIETY

Mr. N. Prasad  
Assoc. Director Admin & H.R.

Mr. Sandeep Gaekwad  
Director Administration & H.R.