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 Statements:

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) Director / Principal
   b) Deputy Director – Admin
   c) Director- IT
   d) External Expert (to be appointed by Director / Principal)

   ✦ **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.
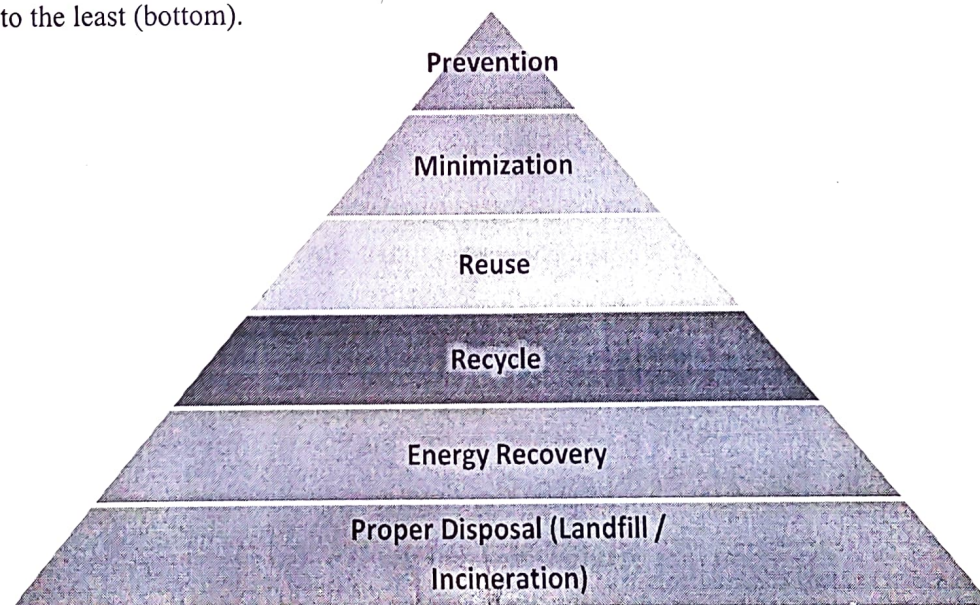
✦ **Functions of Deputy Director – Admin**

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 Director – IT**

a) To monitor if computer systems and servers are used to their full potential by extending their usable lives with proper maintenance and health checks.

b) To carry out periodical maintenance of the IT resources of the campus to help increase the longevity and performance.

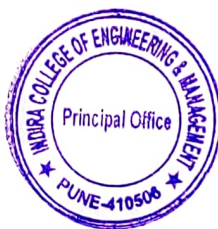c) To monitor if proper sorting and scraping methods are followed for all the e-waste.

Major Policy Elements:

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).

Prevention

Minimization

Reuse

Recycle

Energy Recovery

Proper Disposal (Landfill / Incineration)

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.

Year of Implementation: 2019-20

Director/Principal
Sign & Stamp

E-WASTE DISPOSAL POLICY

E-waste Definition:
E-waste means waste electrical and electronic equipment whole or in parts or in rejects from theirmanufacturing 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
I/C Principal
Indira College of Engineering & Management
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