

# **RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)**

## **INTERNAL QUALITY ASSURANCE CELL**

### **WASTE MANAGEMENT POLICY**

#### **POLICY STATEMENT**

This policy is a necessary requirement to ensure that Rajagiri College of Social Sciences fulfils its moral and legal duties for a harmless, compliant, environmentally and financially sustainable environment. This policy offers guidance to staff and students, and defines responsibilities in all aspects of Waste Management with standards for appropriate waste segregation, storage, handling, transport and disposal.

#### **POLICY VISION**

The policy envisions a healthy, prospering and resource- efficient campus in which waste are reduced, reused, recycled and prevented wherever practicable and disposed in an environmentally safe method.

#### **POLICY OBJECTIVES**

The policy has been prepared with the objectives of:

1. Generating awareness among the staff and students to manage the waste generated by them
2. Promoting the adoption of appropriate state-of-the art technologies for processing and managing solid liquid and e-waste material
3. Maximising the possibility of reduction, reuse and recycling the waste generated.
4. Manage the process to ensure compliance with best practise

#### **GUIDING PRINCIPLES**

The guiding principles on which the policy has been drafted includes the following;

1. Waste will be considered as a resource
2. The “5 R” principles of reduce, reuse, recycle, refuse and regenerate

#### **SOLID WASTE MANAGEMENT**

The following kinds/types of waste material are to be carefully disposed with the agencies designated for the same. The Committee members should be responsible for renewing the MoUs with the concerned parties, at the end of the MoU period.

- Paper
- Magazines, Journals etc
- Cardboard
- Plastic (Bottles/Cups/Cans/Paper etc.)
- Glass (Bottles/Jars/Glasses/Plates etc.)
- Wood and Metal

- Food Waste
- Sanitary Napkins

## LIQUID WASTE MANAGEMENT

The liquid waste generated is to be treated through the Sewage Treatment Plants. The Committee members should be responsible for renewing the AMC of the Sewage Treatment Plant. The recycled water from the STP is to be used for the Toilet Flush Tanks and Gardening, which involves no direct body contact.

## E-WASTE MANAGEMENT

The following kinds/types of waste material are to be carefully disposed with the agencies designated for the same. The Committee members should be responsible for renewing the MoUs with the concerned parties, at the end of the MoU period. Toner cartridges

- CDs, Audio, Video Tapes
- Monitors, Keyboard
- Batteries
- Lights, Tubes and other electrical waste

## USAGE AND PROCURING OF ITEMS

Purchasing of new products has a real impact on the quantity and recyclable value of waste, on the campus. Choosing and buying recycled products is part of an overall waste reduction strategy. As source reduction is an issue that often gets overlooked the Management Committee and various Departments should consider the following:

1. To cut down on over-packaged products (The packaging that comes together with products proves to be non-reusable)
2. To purchase refillable or reusable products e.g. mineral water, toner cartridges
3. To use durable items (E.g.: plates and glasses) where relevant, not one-trip disposable items
4. To buy equipment that can easily be mended or has interchangeable parts
5. To specify/buy items made with recycled materials
6. To consider using cost savings from waste reduction activities, e.g. photocopiers set to double-sided, reuse one side paper for printing and notes, to pay for activities that may cost a little more until economies of scale come in to play.
7. To minimise the use of flex boards and plastic hoardings during programmes and events

## RESPONSIBLE PARTIES

The Rajagiri Swatch (Clean) Campus Committee of Rajagiri College of Social Sciences will be responsible for the waste management and its effectiveness on the campus.



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## Rajagiri Swatch (Clean) Campus Committee Members

<b>Dr.Binoy Joseph</b>	Head of the Institution- <b>Chair</b>
<b>Fr.Shinto CMI</b>	Management Representative - <b>Co-Chair</b>
<b>Dr.Mary Venus Joseph</b>	IQAC Coordinator
<b>Dr.Giji Francis</b>	Swachh Faculty Member
<b>Dr.Rajeev S.P.</b>	Swachh Faculty Member
<b>Ms. Ann Baby</b>	Institutional Website
<b>Jaya Vijayan</b>	Faculty Advisor –Student Affairs
<b>Dr.Raju Akkat</b>	Physical Education
<b>Mr. Vineeth Warriier</b>	NSS Programme Coordinator
<b>Mr.Antony Puliparambil</b>	Accounts Officer
<b>Mr. Rodney Isaac</b>	Administration
<b>Sr.Tessy</b>	College Office
<b>President/Secy</b>	Rajagiri Staff welfare Association
<b>Dr. Kiran Thampi</b>	Alumni & Collaboration
<b>Neetha Devan</b>	Library
<b>Mr. Tony</b>	Systems Administrator
<b>Dr.Celine Sunny</b>	Director, Rajagiri Research Institute
<b>Meena Kuruvilla</b>	Project Director,,Rajagiri outREACH
<b>Two Student Office bearers as representatives</b>	Students Council
<b>Two Student Office bearers as representatives</b>	College Union
<b>Two Student Office bearers as representatives</b>	Representatives, Encon Club
<b>Mr. Rajeev KR</b>	Electrical & Plumbing
<b>Ms. Deepa</b>	House Keeping-Clear Way
<b>Mr. Aby</b>	Campus Infrastructure
<b>Mr. Davis</b>	Kitchen & Dining

Reviewed on July 5, 2018.



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