



ಪಾದುವ ಕಾಲೇಜ್ ಆಫ್ ಕಾಮರ್ಸ್ & ಮ್ಯಾನೇಜ್‌ಮೆಂಟ್
PADUA COLLEGE OF COMMERCE & MANAGEMENT

(Affiliated to Mangalore University & Recognised by Govt. of Karnataka)
(A Unit of Catholic Board of Education)
Nanthur, Mangalore - 575 004.

Email : paduadegreecollege@gmail.com

website : www.paduainstitutions.com

Ref. :

Date :

Institutional Environment Management Policy

1. **Purpose:** To Maintain Eco-friendly campus.
2. **Scope:** This policy is applicable to the staff, students and visitors of the Padua Educational Institutions, encompassing all the activities conducted in the premises.
3. **Policy statement:** The Padua Educational Institutions acknowledge the importance of Eco-friendly campus in order to protect the environment, use the available resources in a sustainable and responsible manner.
4. **Important Terms:**
Water Management, Waste Management, Energy Management, Solid Waste Management, Liquid Waste Management, E-Waste Management
5. **Water Management Policy**
The faculties and students will have following responsibilities to comply with the Institutional Water Management Policy:
 - 5.1 Consume water from the water purifiers installed on each floor and in the sports building
 - 5.2 Should not waste water in the washrooms and washbasins.
 - 5.3 Close all the taps that are running.
 - 5.4 Use water sparingly after sports and games while washing hands and feet.
 - 5.5 Report any water leaks to the maintenance officer or to the Principal.
 - 5.6 Comply with any institutional policy regarding water management
 - 5.7 Instead of buying water bottles, use the same bottle or flask to fill in the water. So that production of plastic bottle waste is reduced.
 - 5.8 While going home if you want to empty your bottles, kindly pour water to the flower plants.
 - 5.9 Maintenance staff must keep an eye on wastage and leakage of water.
 - 5.10 Ensure that the staff, students and visitors are aware of this policy.
 - 5.11 Educate and remind students regarding the importance of water – through Awareness programmes.
 - 5.12 Maintain functional rainwater harvesting unit.

6. Waste Management Policy

- 6.1.1 The faculties and students will have following responsibilities to comply with Institutional Waste Management Policy.
- 6.1.2 The institutional waste management policy is based on FOUR 'R' philosophies, namely
 - Reduce



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- Reuse
- Recycle
- Refuse

6.1.3 The waste Management policy encompasses following FOUR are

- Solid Waste Management
- Liquid Waste Management
- E- Waste Management
- Bio -Waste Management

6.2 Solid Waste Management

- 6.2.1 The faculties and students will have following responsibilities to comply with Institutional Waste Management Policy.
- 6.2.2 All the staff and students will strictly follow Four 'R' Policy; Reduce, Reuse, Recycle Refuse to comply with the Waste Management Policy.
- 6.2.3 Eco-club, N.S.S. , Youth Red Cross of the College will focus on reducing the generation of waste and will work towards the conscientization of proper disposal of waste.
- 6.2.4 All the staff and students will dispose the waste in the respective containers kept in the class room according to the type of waste: Dry, Wet, Plastic.
- 6.2.5 The helping staff will dispose the waste to the MCC according to the Regulations.
- 6.2.6 Reduce plastic carry bags as much possible
- 6.2.7 Help Eco club members in preparing Eco Bricks.
- 6.2.8 On lecturers demands kindly send the assignments online.
- 6.2.9 Use both the sides of the paper for printing
- 6.2.10 Use public address system and class -wise WhatsApp groups for communication, in order to reduce use of paper.
- 6.2.11 Use Cloth bags, instead of plastic carry bags.



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7. Liquid waste management

7.1 The liquid waste collected in the institution is the effluents from the toilets, which is connected to the Mangalore City Corporation Sewage system. The maintenance officer is to see to the proper functioning of it.

8. E-Waste Management

8.1 As E-Waste causes damage to human health and hazard to the environment the institution shall sell non-working electronic items like computers, Printers, and Batteries to E-Waste buyer named Moogambigai Metal Refineries.

9. Energy Management Policy:

9.1 The faculties and students and management will have following responsibilities to comply with the Energy Management Policy.

9.1.1 Turn off the lights and Computers when not in use.

9.1.2. Switching on the generator on dire need only.

9.1.3. Installation of LED Bulbs

9.1.4 Gradual change over Fluorescent Tube Lights to LED Tub lights in the campus.

10. Medical Waste Management

10.1 Women staff and students shall use the incinerator to dispose the sanitary pads.

Date : 01/06/2019



Principal
Padua College of Commerce and Management,
Nanthur, Mangalore - 575 004