

POLICY FOR MONITORING ASPECTS OF SWACHHTA AND JAL SHAKATI AT THE INSTITUTE

POLICY FOR SWACHHTA

Institute buildings and campus facilities are subject to daily wear and tear. Cafeteria, faculty lounge, hostels, classrooms, administrative and faculty block and other areas that needs to be cleaned. Utmost care should be taken to create a safe and healthy conducive learning environment.

Students, faculty and visitors frequent the college campus every day. Hence, keeping the institute buildings, floors and facilities clean is essential for health and the positive image of our institute.

Campus cleanliness is so important that institute maintains in-house cleaning staff or contract cleaning to larger janitorial agencies.

Essential daily and/or weekly campus cleaning includes:

- Sweeping and mopping all hard surface flooring.
- Vacuuming floors and carpets in administrative, classroom and hostel blocks.
- Cleaning the walls, windows and other surfaces of rooms and buildings throughout campus.
- Maintaining handsoaps and toiletries in campus, hostel and faculty blocks.
- Maintenance of floor drains to assure that floors drain and dry properly after cleaning.
- Proper storage of cleaning equipment and supplies to prevent rodents and pests.
- Use of effective and safe cleaning products in the campus, cafeteria and kitchen labs.
- Creation of cleaning schedules that are checked and maintained by cleaning staff to assure that every building and room is attended to on a regular basis.

Cleanliness gives the campus an opportunity to reduce waste, protect the health of students and staff by offering green and environmentally friendly campus.

All classrooms, academic block, faculty block, laboratories, library, corridors, open spaces, playground and other common spaces like activity rooms, labs of the institute (both external and internal) should be cleaned at regular intervals and specified timings. The following cleaning routine should be adhered to:



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POLICY FOR JAL SHAKTI

The purpose of this policy is to ensure the Institute operates in a sustainable manner managing water consumption by using water resource efficiently, wisely and responsibly. This policy contributes to meeting the Institution's commitments and goals with respect to water-related costs.

This policy supports and enhances the Institute's commitment to environmental sustainability and encourages change in individual behaviours, actions, and campus processes.

This policy applies to faculty, staff, students, researchers and other members of the campus community.

Water is the essential to Institute operations to support all work, study and research. All members of the campus community will enterprise to use water in the most efficient manner possible. Use of water can be managed by all departments and units through awareness and adoption of the most efficient procedures and practices.

The campus community shall make informed choices to minimize the institution's ecological footprint associated with energy and water, with a goal of continuous improvement and reduced operating costs.

Responsibilities

Members of the campus community, faculty, staff, students and visitors, are responsible for identifying areas of inefficient water use and measures to remedy inefficiencies, and avoid wastage of water.

The Maintenance department is responsible for water conservation, awareness campaigns and assisting members of the campus community in identifying areas of inefficient use of water and finding potential solutions to address those inefficiencies.

Any process, procedure or equipment that does not use water efficiently, should be reviewed and changes implemented.

All equipment procurement decisions should include review of water consumption specifications. Where possible the highest efficiency models should be purchased.

Each Department in the institute shall identify water inefficiencies and work towards continuous improvement and reductions.

Best Practices –

- Display water saving stickers and posters at appropriate locations to educate staff and enhance customers' awareness on water conservation, and provide appropriate training to staff.
- Assign employee(s) to monitor water meter reading regularly or install data loggers to continuously record water meter reading.
- Separate sub-meters can also be installed to monitor individual water use.
- Compare current water consumption with previous records from water bills regularly to identify areas that can be improved and to enhance water use efficiency.



Prof. Irfan.S. Mirza
DIRECTOR/PRINCIPAL



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