

# Policy Documents



Dhamangaon Education Society's  
Adarsha Science, J. B. Arts & Birla  
Commerce Mahavidyalaya,  
Dhamangaon Rly., Dist. Amravati  
Maharashtra, India.

Re-accredited by NAAC with "B<sup>++</sup>" Grade (2.81)

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## 1. ACADEMIC POLICY DOCUMENT

Adarsha Mahavidyalaya strives to achieve academic excellence by providing quality education through excellent teaching learning activities and research pursuits and the continuous assessment of the academic activities so as to empower individual students to evolve as self-reliant citizens of the global village who would cater to the human welfare.

### Objectives

The academic policy discloses the principles and values of Adarsha Mahavidyalaya regarding various procedures and accountability in teaching and learning.

The objective of the policy is to make the guidelines transparent for all activities related to teaching and learning across the campus. The institute / departments stand responsible for ensuring quality of its educational environment.

- Ensuring the quality of education includes-
  - i. Providing courses and syllabi as designed by SGB Amravati University in accordance with the societal need.
  - ii. Providing adequate standard course materials.
  - iii. Delivery of course contents using ICT
  - iv. Regular assessment to enrich the students learning process
  - v. Continuous improvement through quality assurance.

### Roles and Responsibilities

Roles	Academic Responsibilities
Management	To communicate views from the general community regarding institution in order to ensure that the Institution is in touch with a variety of opinions.

<b>Principal</b>	To develop and implement quality assurance policies and procedures.
<b>Internal Audit Cell</b>	To carry out the academic auditing of every department of the college at stipulated time interval.
<b>Head of the Department</b>	<ol style="list-style-type: none"> <li>1. To ensure that the courses promote the development of the department as well as students.</li> <li>2. To ensure proper redressal of the concerns raised by students in all matters.</li> <li>3. To allocate syllabus to fellow faculty members for every semester keeping in view various extraneous duties.</li> <li>4. To approve Lecture plan and Lecture notes prepared by the fellow faculty and monitoring the progress of course delivery.</li> <li>5. To conduct regular staff meetings for assessment of progress of teaching - learning process and other departmental activities.</li> </ol>
Subject Teacher	<ol style="list-style-type: none"> <li>1. To facilitate information sharing on best practice in teaching and learning.</li> <li>2. To facilitate learner centric environment.</li> <li>3. To preparation assignment / tutorial / internal test QP's, answer keys and conduct of the same.</li> <li>4. To assess assigned course impartially and computation of the sessional marks.</li> <li>5. To assess attainment of the course outcomes (COs) which leads to the attainment of the Programme Outcomes (POs) and the Programme Specific Outcomes (PSOs).</li> <li>6. To conduct remedial classes as and when required.</li> <li>7. To complete the syllabus.</li> </ol>

## Action Plan

Step by step procedure of the academics.

- **Subject Allotment-** Before the commencement of the semester the units are allocated to the faculty members according to their preferences.
- **Publishing Academic Calendar-** An academic calendar exhibiting academic, co-curricular and extra- curricular activities are published.
- **Preparation of the course material and content delivery.** Usage of appropriate ICT tools for effective teaching and learning making it more student centric.
- **Seminar** and the **project** coordinator ensures to conduct the same in the stipulated time.
- Submission of **assignments / tutorials** along with class work according to the plan.
- Organization of the **Internal Examination** and its assessment.
- Display of the examination evaluations.

## Academic Auditing

Academic Auditing is carried out for every department of the college at stipulated intervals by the Internal Quality Assurance Cell (IQAC). The IQAC shall monitor all the academic activities including the internal examinations and its evaluations and as suggested by the University. The IQAC has a coordinator and members from different departments to carry out the audit. The audit also covers the co- curricular and extracurricular activities made available to the students. IQAC will also keep the relevant data on website up to date as required by the UGC.

## 2. ADMISSION POLICY

### PROCEDURE FOR UG & PG COURSES

#### General

From the academic year 2019-20 onwards 50% of the total seats are reserved for Hindi Linguistic Minority Students. The remaining 50% seats will be filled according to the government reservation policy on merit basis.

#### Introduction

This college is affiliated to Sant Gadge Baba Amravati University and approved by UGC.

#### Number of seats

##### For Undergraduate Courses

Branch	Science (B Sc)	Science (BCA)	Arts (B A)	Commerce (B Com) Mar. Med	Commerce (B Com) Eng. Med
Seats	120	80	220	120	120

##### For Post-graduate Courses

Branch	M. A. (Economics)	M. Sc. (Micro)	M. Sc. (Electronics)	M. Sc. (Math)	M. Com. (Eng. Med.)
Seats	80	20	20	40	40

\*Fee Structure: The fee structure shall be decided based on the Govt. approved norms.

## **PROCEDURE FOR UG & PG COURSES ADMISSION**

### **ELIGIBILITY FOR ADMISSION:**

The student should have passed the qualifying examination as prescribed by SGB Amravati University.

### **HOW TO APPLY**

Application forms can be submitted online on the website of the college. After online submission, a merit list will be displayed. Students are given time to raise any grievances regarding their position in the merit list. Students will have to confirm his admission by submitting necessary documents along with admission fees in the college on the given date. Following documents are required at the time of admission-

- Qualifying degree certificate
- Marksheets of each semester of the degree course (for PG)
- Board Certificate of Standard X/ XII for proof of age
- Required documents to claim any sort of reservation or special consideration.

## **PROCEDURE FOR Ph. D. ADMISSION**

Adarsha Mahavidyalaya is an approved research Centre under SGBAU. The institute follows Ph. D. Admission procedure of SGBAU, Amravati. The steps to be followed for Ph. D. Admission are given below:

- A Research Advisory Committee (RAC) for each subject shall be constituted.
- The constitution of the committee shall be as under (As per norms of SGB Amravati University for Affiliated):
  1. Principal-- Chairperson
  2. HoD of concerned subject-- Member
  3. One subject expert (must be recognized supervisors) -- Member  
Nominated by the Principal
  4. Research Supervisor of concerned subject -- Member Secretary
- Announcement of predetermined seats: Subject-wise seats for admission,

criteria and procedure for admission and all other relevant information shall be notified on the University website on or before 31" May every year.

- Information about availability of vacant seats at Research Center is displayed on the University website
- The university shall declare the time table for admission to Ph. D. Programme which is displayed on college website.
- The eligible candidate shall apply to the Research Center (RC) for admission to the Ph.D. programme in the prescribed format on or before the deadline mentioned by University. The prescribed format is available on college website.
- The Research Center shall display the list of eligible candidates after scrutiny of application forms along with necessary documents.
- The Research Centre shall then display the list of accepted forms/eligible candidates on college website and Notice Board.
- The Research Centre shall display the schedule of Meetings of Research Advisory Committees (RAC) for interviews for each subject
- The eligible Candidate will have to appear before Research Advisory Committee (RAC) for interview.
- After the interview process, the Research Center will prepare the list of selected candidates along with the supervisor allotted to them and display the same on College Website/Notice Board.
- The selected candidate shall confirm the admission by paying the prescribed fees and depositing the essential original documents on or before the deadline mentioned by the University.
- The selected candidate will be enrolled for the Course Work of one semester duration (16 weeks).
- Syllabus for course work shall consists of 5 Modules as prescribed by the University.
- The Teaching and Examination Scheme for Course Work is as per the



Directions from SGB, Amravati University.

- Theory Examination for Module-1 shall be conducted by Sant Gadge Baba Amravati University.
- University will issue the Certificate of Completion of Course Work to the successful candidate in theory examination for Module-1.
- Head of the Research Center shall forward the applications of Ph.D. scholar in prescribed format along with the necessary documents as per provision of ordinance by the University for registration on or before the deadline mentioned by parent University to appear before Research and Recognition Committee (RRC).

### **Eligibility for PhD in SGBAU**

A candidate shall be eligible to apply for admission to Ph.D. programme subject to fulfillment of the conditions mentioned in forthcoming paragraphs.

#### **Eligibility for admission**

Master's degree of the University or an equivalent degree of any other recognized

University in a relevant / interdisciplinary subject with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

### **OTHER REFERENCES**

- a. UGC/ SGBAU Rules

## **3. Infrastructure & Facilities Policy**

### **3.1 CLASSROOMS**

The Office Superintendent is required to ensure that–

- All classrooms are kept clean and tidy
- Desks and benches in the classrooms are kept in order
- Class IV employees i.e. peons shall undertake the above tasks to the satisfaction of all concerned
- All users shall adhere to the directions given in the statutory display boards (mobile restriction / scribbling restriction / energy saver reminder) in every classroom.
- Allocation of rooms for holding daily classes shall be determined by the Timetable Committee.
- Allocation of rooms for holding academic examinations (Internal /University) to be determined by the Examination Committee constituted by the Principal.
- It shall be the responsibility of the Officer In-Charge of the examination committees to ensure tidying up and keeping the furniture (desks and benches) of the examination halls in proper order after the conduction of the examinations

### **3.2 LABORATORIES AND RESEARCH FACILITIES**

HODs of all departments shall ensure that –

- All laboratories under their jurisdiction are kept clean and tidy.
- Desks, benches, materials, and equipment in the laboratories are kept in order.
- Class IV employees/ laboratory support staff attached with the departments are properly instructed to undertake the above tasks to the satisfaction of all concerned
- all users adhere to the directions given in the statutory display boards (mobile restriction/ energy saver reminder/ laboratory instructions) in every laboratory room.

## General Guidelines for Laboratories

The following guidelines are designed to ensure optimum safety conditions inside the labs and to ensure protection against various forms of injuries. These guidelines are enforceable at all times by authorized departmental personnel only. Students who do not follow these guidelines are liable for dismissal from the lab and other disciplinary action as deemed fit.

- Entry to laboratory is not encouraged unless specifically permitted for any intended use by the departmental head / teacher / lab in-charges / instructors.
- Students must carefully read experimental protocol before issuing any instruments /chemicals.
- Doubts, if any, need to be cleared before the start of any activity / experiment.
- Students should not perform unauthorized / unscheduled experiments; Prior permission is mandatory from the concerned teachers before starting of any activity / experiment.
- Students are expected to follow all written instructions (displayed in the laboratory) and verbal instructions given by the concerned teachers / lab in-charges / instructors.
- Students must remain alert and attentive at all times
- Chemicals/ equipment/ instruments/ materials/ tools should not be touched unless instructed by the concerned teachers/ lab in-charges/ instructors
- Students must be made aware of the location and usage of all safety equipment and measures that are available, e.g. fire extinguisher, first aid kit, etc.
- Food and beverages should not be brought inside or consumed inside the lab
- Dangling jewelry and loose-fitting clothes must be avoided; Loose sleeves must be rolled up;
- Long hairs must be pinned/ tied back.
- Chemicals/ equipment/ instruments/ materials/ tools inside the lab must be handled carefully and for the purpose for which it is intended.
- Equipment/ instruments/ materials/ tools must be checked before the start of any experiment
- Damaged, cracked and defective equipment/ instruments must be reported immediately to the concerned teachers/ lab in-charges/ instructors
- Malfunctioning of equipment/ instruments and accidents/ breakages during the course of any

experiment must be reported immediately to the concerned teachers/ lab in-charges/instructors

- Equipment/ instruments/ materials/ tools that were used in the lab for the conduct of any experiment must be cleaned thoroughly and returned in good working condition at the end of the practical sessions, and kept in the proper designated location if trans-located during the conduct of experiments
- Lab area must always be left in a clean condition at the end of practical sessions
- Hands must be washed thoroughly before leaving the lab
- In emergency situations like fire or earthquake:
  - Laboratory/ building must be vacated immediately.
  - All electrical switches must be turned off
  - Running experiment must be aborted and instruments quickly turned off

### **3.3 CENTRAL LIBRARY**

- The Library timings are from 10.30 a.m. to 05.30 p.m. while book issue timings are from 10.30 a.m. to 05.00 p.m. (except on Sundays and Holidays prescribed by the State Government and SGB Amravati University).
- The library remains open during the summer and winter vacations of the college.
- Wearing proper college uniform and possession of College Identity Card is mandatory to enter the library.
- Complete silence must be maintained inside the library premises; mobile phones, and other audio and video devices should be kept in silent mode inside the library premises
- Class note books and other copy books may be allowed to be taken inside the library, subject to proper checking at the entry points; however, personal books are not allowed to be taken inside.
- Books after use should be kept on the reading table; library staff on duty shall arrange these books properly in the respective shelves, stacks or almirahs.
- Borrowers and readers are expected to check for any major defects in the book being issued in their name. If any such defects are noticed, it should be immediately brought to the notice of the staff on duty. The borrower shall be held responsible for any damage that is detected at the time of return and shall be required to compensate for the defect noticed.

- Dog earring the pages, marking or writing, tearing of pages, etc., of books issued, is considered as injuries to the books, which is viewed as a serious offence.
- Any individual walking out of the library with any book or other resource/ material, or if found to be involved in mutilating/ tampering with any book or other resource/material, will face disciplinary action.
- Violation of these rules may lead to withdrawal of library privileges of that user
- Students of different classes are entitled to borrow books as follows:
  - UG: 2 (two) books at a time
- A Borrower's Ticket Card is issued to every student which shall be used during issue and return of books.
- Loss of Borrower's Ticket Card will have to be immediately reported to the Librarian; duplicate cards may be issued on payment of Rs. 25.00
- Library books are normally issued for 07 (seven) days; however, the books can be reissued for 07 (seven) more days
- If any member fails to return the borrowed book (s) or other resource within the stipulated due date, he/she shall be suspended from the library membership for a specified period; for final semester students, late fine is Rs. 1.00 per day per book Library membership may be suspended at the sole discretion of the Librarian, if any member is found to be constantly irregular in returning books
- Reprographic service (for library materials only) is available on payment basis
- Awareness session regarding Library facilities for students shall be conducted by the Librarian during Induction programme.
- Newly launched facilities shall be informed to the students through Library Notice Boards.
- Encyclopaedias, dictionaries, periodicals, newspapers and other reference materials shall not be loaned out of the library
- For all materials that are lost or damaged while on loan, the borrower shall be held responsible, and he/she shall be required to compensate for the loss.
- All borrowers whose membership ceases or is suspended, must return all books that were issued in his/ her name
- The Librarian reserves the right to recall any book (s) before the due date if necessity arises.

- Each year Librarian shall ask for list of books to be purchased for the year from respective Head of the Department. After the purchase, the Librarian shall share the list of newly purchased books with the respective Head of Department.

### **3.4. IT INFRASTRUCTURE**

#### **COMPUTERS**

- HODs of all departments shall ensure that all computers are strictly utilized for official purpose (academic/administrative) only.
- Support staff shall carry out proper dusting at regular intervals and maintain a clean and hygienic environment
- Computers shall not be used for storage of irrelevant/ unofficial/ personal data
- Computers should preferably be password protected
- Open access in the central computer lab is available for all faculty members
- Students can make use of the computers after due permission from Head of Department only for academic usage like preparation of field reports, accessing web resources, e-learning resources, practical works, etc.
- Laboratory Computers are:
  - To be used during practical class/ examination sessions only
  - Not to be accessed in the absence of laboratory instructor/ assigned faculty member

#### **Office Computers:**

- This category includes computers in the Office of the Principal, library, IQAC office, Exam Control Room
- Access to the computers is permissible for assigned/designated office staff only

#### **LCD PROJECTORS**

- LCD projectors are provided to all the Departments.
- Faculty members of respective academic departments shall have uninterrupted access to the use of these facilities
- Students have access of usage of these facilities during departmental student seminars, under the

supervision of faculty members only.

- These shall also be made available to guest speakers/ external resource people as and when necessity arises

## **PRINTERS AND PHOTOCOPIERS**

- Printing/ photocopying of official documents is discouraged, in view of the institutional digital initiatives in the matter of administrative communication and record keeping.
- All official printing/ photocopying works are to be done judiciously, preferably in draft printing mode
- Printing/ photocopying of documents for personal use on the departmental/office printers should be avoided in all circumstances.

## **INTERNET**

- Usage of internet facility is strictly for official purposes (academic and administrative)
- Faculty members are encouraged to use the internet facility for downloading freely available e-resources for the benefit of the students
- Students can also make use of the internet facility in the departmental computer desktops for the purpose of preparing home assignments and project reports and coding & programming.

## **INSTITUTIONAL WEBSITE UPDATING AND MAINTENANCE**

- All issues pertaining to monitoring, updating, maintenance and review of the institutional website ([www.adarshamv.org](http://www.adarshamv.org)) shall fall under the purview of the Website Updating and Maintenance Committee
- The In-charge of Website committee attached with the IQAC is entrusted with the task of uploading all website data.
- All forms of data meant to be uploaded on the website through the IQAC coordinator is required to be submitted to IQAC only via the following channels:
  - Photos/ Reports generated after the conclusion of events are to be sent for uploading on website through

- E-mails: amviqac@gmail.com, amvdmn2010@gmail.com,
- Hard copies (to be scanned and uploaded in jpeg or pdf formats)

### **Health Center**

- Any individual desirous of acquiring membership of the health-center shall fill up the Membership Enrolment Form (available with the In-charge, Health Center) and submit the same to the gymnasium instructor with the requisite amount of fee.
- The Health Center In-charge shall be responsible for the general cleanliness and hygiene of the Facility available
- The overall maintenance of the Health Center equipment will be monitored by the Health Center In-charge
- If any equipment is damaged due to mishandling by any user, it will have to be replaced by the user concerned
- Keys of the Health Center will be at the disposal of the In-charge and the Office of the Principal

### **TOILETS AND WASHROOMS**

- House-keeping workers shall be hired by the college for daily cleaning of the toilets
- Availability of handwash, sanitizer and phenyl shall be ensured by the designated support staff.

### **ELECTRICAL INFRASTRUCTURE**

- Local electrician is hired by the college as per requirement for fixing / maintenance of all minor electrical problems.
- HODs of all departments are required to inform the Principal about any malfunctioning of electrical equipment within their jurisdiction and the Principal undertakes necessary action
- If electrical accessories / parts are available within the college/department the electrician shall arrange to utilize the same for fixing up the problems.
- If electrical accessories / parts are required to be purchased from the market, the Head of Department shall procure a tentative estimate of the same from the market and submit it to the Principal who shall get it purchased through official procedure.



## 4. ENVIRONMENT POLICY DOCUMENT

Adarsha Mahavidyalaya vows to protect the Environment by maintaining a Green, Eco-friendly campus, and by creating awareness among its stakeholders both as individuals and members of the society as our humble contribution in making the mother Earth, our common home, a sure haven and a comfortable abode for the coming generations. In order to maintain greenery and create awareness, college has established 'Environment Club'.

### Environment Club

It comprises of 6 faculty members from different departments and life sciences students along with NSS and NCC volunteers. These core members act as torchbearers of the green campus initiative by promoting/fostering on-campus ecofriendly activities and encourage subtle lifestyle changes in society through awareness campaigns.

### Objectives (GO GREEN)

- Promoting environmental protection initiatives
- To impart awareness about green clean campus
- To initiate sustainability practices in the campus and among stakeholders
- To maintain and monitor the sustainable and ecofriendly initiatives
- Financial savings through a reduction in resource use
- Developing an environmental ethic and value systems in young people
- Conduct audits for recommendations and continuous improvement
- Teach sustainable development across all disciplines of study
  - Encourage research and dissemination of sustainable development
  - Drafting and Implementation of Environment Policy in the Campus.
  - Preparation of Waste Management plan.
  - Reduction in Plastic usage inside the college campus.
  - To implement measures for carbon neutrality.

- To communicate the Environment Policy to all faculty members and staff.
- Formation of interest group of students and faculty to follow on nature friendly pursuits and sustainable awareness such as Green Army.
- Increase in Environmental promotional activities for spreading awareness in the campus.
- Environment / Green committee formation for regulating eco-friendly initiatives in the campus premises and periphery.
- To encourage students to share articles, photos, films, blogs, forums on social media (WhatsApp, Facebook, Twitter and YouTube.)

### **Action plan**

1. Observation of various days of importance like ozone day, environment day, earth day etc.
2. Conduct awareness campaign on pollution and preventive measures
3. Conduct regular green/environment audit and follow up corrective measures
4. Ensure regular follow up and updates for clean campus practices like proper waste disposal, reducing use of plastic, campus cleanliness and monitoring judicious water usage
5. Activities encouraging recycling, reuse, repair and refurbishing etc.
6. Conduct invited talk (dept / college level on various updates policies and various dimensions of environment studies)
7. Formation / revival of Energy Management Cell

## **5. GRIEVANCE REDRESSAL POLICY**

Grievance redressal committee has been formed for timely and speedy redressal of grievances. The committee has designed a policy that aims to resolve the grievances of the students within the framework of the college guidelines, so as to ensure the highest standards of integrity and transparency and a proactive work culture.

### **Objectives**

- a) To constitute Grievance Redressal Committee as per the directions of the Government of Maharashtra and S.G.B. Amravati University.
- b) To develop a protocol to resolve grievances of students
- c) To provide the students access to immediate recourse to have their Grievances redressed
- d) To make the students aware of their duties and responsibilities as well as their rights
- e) To oversee the execution of the Grievance Redressal Policy (Who is making who/what)

### **PROCEDURE**

#### **Handling of Grievance**

Subject to the above provisions, individual grievance of Students shall henceforth be processed and dealt with in the following manner:

- a) An aggrieved student shall take up his / her grievance(s) orally with his nodal officer who will give a personal hearing and try to resolve the grievance(s) at his level within a week. The nodal officer for this purpose will be:
  - Head of the Department - in case of staff members
  - Mentor - in case of student
  - Principal - in case of HoDs / Administrative staff

- b) If the grievance is not satisfactorily redressed through Nodal Officer, the aggrieved student may submit his grievance in writing to the Grievance Redressal Committee. The Grievance Redressal Committee shall conduct a hearing within one week and decide on the merit of the grievance. The decision on the grievance shall be communicated to the principal within one week of hearing.

## **ACTION PLAN**

### **Overall guidance and conditions**

- a) The Staff Member or the student shall bring up his grievance as early as possible and in any case within a period of one week of its occurrence.
- b) Grievance pertaining to or arising out of the following shall not come under the purview of the grievance procedure.
  - 1. Annual performance appraisals/confidential reports.
  - 2. Where the grievance does not relate to an individual employee or student.
  - 3. In case of any grievance arising out of discharge or dismissal of a staff member or student.
- c) Grievance pertaining to or arising out of disciplinary action or appeal against such action shall be channeled to the competent authority as laid down under the Service Rules of the organization and in such cases the grievance redressal procedure will not apply.

## **6. ENERGY POLICY**

The Energy Policy of the Institution will thus be effective in organizing structured programs to promote awareness on the proper management and conservation of energy those models resource- efficient and low-carbon campuses that demonstrate practice for sustainability.

### **Features in the Campus:**

1. Solar Panel
2. Battery backup for all the laboratories
3. LED Light fixtures.
4. Effective peak load management
5. Repair, Re-use and frequent maintenance of equipment to ensure sustainable longevity.
6. Effective maintenance through annual maintenance. Contracts to increase reliability.

### **Objectives**

- To utilize energy resources efficiently by introducing innovative technologies
- To maximize use of renewable energy.
- To optimize the Energy consumption and cost.
- Reduce, Reuse and Recycle.
- To carry out internal energy audits to identify energy conservation opportunities.
- Regular monitoring and follow up procedures managed by the Institution Energy Audit/Management Cell for effective implementation at department levels.
- To promote awareness related with Energy conservation among various sections of society.
- Review the Policy on a regular basis.

## **Responsibilities and Roles**

The Energy Management Team is comprised of:

- (i) Principal
- (ii) IQAC Coordinator
- (iii) Internal Energy Audit Committee
- (iv) Technical Staff

The team shall formulate the action plan and ensure that the energy resources are made available and utilized optimally.

## **2. Action Plan**

### **Energy Optimization Plan**

1. Regular Monitoring and benchmarking resource use and waste generation.
2. Monitor and evaluate energy performance levels
3. Use of energy efficient, star-rated equipment.
4. Periodic maintenance and replacement of other lights / lighting fixtures to LED.
5. Maintaining a sustainable approach by use of existing equipment efficiently till its life cycle ends, and replacing it with more efficient equipment when necessary.
6. Reduce e-waste to maximum with proper maintenance, before moving on to Replace & Recycle stage.
7. Maximum use of Daylight for Indoor illumination and natural ventilation.
8. Encourage students to undertake UG and PG projects on Energy Management, Energy optimization techniques, Renewable Energy Harvesting thereby promoting a sense of awareness towards Energy use and its cost.
9. Provide training for faculty and students about Energy Management and Energy Auditing.