



Sree Narayana College of Education

(Affiliated to MG University, Approved by NCTE)

Muvattupuzha, ErnakulamDist, Kerala, Pin - 686661

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KEY INDICATOR

7.1 INSTITUTIONAL VALUES AND SOCIAL RESPONSIBILITIES

METRIC: 7.1.6

Institution is committed to encourage green practices that include

1. Encouraging the use of bicycles/E vehicles
2. Create pedestrian friendly roads in the campus
3. Develop plastic free campus
4. Move towards paperless office
5. Green landscaping with trees and plants


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Circulars and relevant policy papers for the claims made





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Manager/Principal

Date.....

07.06.2021

Circular for Awareness on Plastic Free campus

Dear staff and students,

The campus has been declared as "plastic free zone ". The institution formed an eco-club policy (dated 07.06/ 2021) and has decided to prohibit the use of plastic items inside the campus. The Eco club of the college will monitor the activities needed to ensure clean and green campus.



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Policy for Eco Club

The Eco club of the college was constituted to develop ecological intelligence and compassion towards nature among the prospective teachers.

Motto

Save nature, for a better future.

Objectives

1. To inculcate concern and respect towards nature.
2. To create environmental awareness
3. To promote environmental ethics
4. To reduce the usage of paper.
5. To keep campus clean and green by adopting eco-friendly measures.
6. To facilitate experiential learning in eco-friendly activities
7. To provide knowledge in environmental education.
8. To identify their role in the conservation and protection of nature
9. To provide attitude and skills for Environmental conservation.

Rules and Regulations

1. The Eco Club should work effectively and efficiently to ensure maintenance of a clean and green campus.
2. Eco Club should conduct programmes to provide awareness on the hazardous effects of plastics and the need of environmental friendly activities.
3. Eco Club should conduct regular meetings to devise and uphold eco club policies.

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Energy Conservation Policy

Sree Narayana College of Education has an eco-friendly campus. The energy policy of the college is focused upon energy conservation and environmental sustainability. The management, staff and the students of the college follow the institution's efforts to conserve energy and look after the environment consciously and carefully.

- The institution strongly promotes the adoption of solar energy for the requirements of the college.
- The institution is located on a small hill with plenty of sunlight and fresh air. Students of the college are directed to keep the windows and doors open to utilize the natural light resources effectively.
- The institution promotes the use of LED bulbs throughout the college campus to minimize the use of electricity.
- Instructions and suggestions are posted for the members of the college to use electricity intelligently in the college premises.
- The institution promotes the use of a diesel generator to meet the energy requirements during power failures.
- Responsible routine maintenance procedure shall be systematically applied to the electrical and digital equipment of the college.
- The institution encourages the use of pedestrian friendly roads to minimize carbon dioxide emissions.
- The institution provides guidelines and training opportunities regularly for the students and staff of the college to ensure energy saving measures and cost effective operations on the campus.

Sree Narayana College of Education prioritizes the use of natural resources in the campus. The college community initiates a proactive and progressive approach in providing energy efficient, responsible and cost-effective operations on the campus to ensure environmental sustainability.



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Policy for Waste Management

The guiding document to explain the commitment of institution to Responsible Waste Management, Sustainability and Environmental Protection serves as a waste management policy for higher education. The College shall be responsible for ensuring that all campus waste is properly managed and, if possible, transformed into environmental friendly products by using appropriate recycling mechanisms available.

In order to reduce waste generation at all sources, our institution will adopt active measures and practices.

- The policy will be disseminated to students and staff via internal communication channels, with all interested parties having access to the website of the institution concerned.
- In order to facilitate efficient segregation of solid waste, we have implemented a two bin system in each floor of the college and the College hostel.
- As a part of our waste management policy, all stakeholders within the institution are bound by an ethical obligation to reduce their own individual waste production.
- To ensure effective coordination and implementation of waste management, our policy lays down clear roles and responsibilities for the students and staff.
- In our campus community, we are very active in promoting awareness and encouraging the reuse and recycling of waste.
- To minimize environmental impact, our institution has a focus on ensuring effective waste segregation and proper disposal practices.
- As part of our waste management policy, we have established protocols to ensure safe and secure disposal of electronic e-waste by hand over it to authorized scrap agencies.
- 'Save water, save trees and save electricity' for conserving the planet has been strictly practiced on the campus and the same is propagated through posters in the campus area.



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Maintenance Policy

The maintenance policy of SNCE envisages creation and implementation of maintenance practices for cleanliness, green cover initiatives, and a pollution-free environment. The comprehensive outlook of the policy covers the institutions efforts to maintain a clean and green campus.

1. Purpose

The purpose of this policy is to ensure that SNCE maintains a clean, safe, and healthy environment conducive to learning and working for students, faculty, staff, and visitors.

2. Scope

This policy applies to all areas within the institution, including classrooms, laboratories, offices, common areas, restrooms, outdoor spaces, and all other facilities owned by SNCE.

3. Responsibilities

- **Administration:** Oversee the implementation and adherence to the cleanliness policy. Allocate necessary resources and budget for cleaning services and supplies.
- **Facilities Management:** Manage the cleaning staff, schedule regular cleaning, and ensure all cleaning procedures are followed. Perform regular inspections and address any cleanliness issues promptly.
- **Cleaning Staff:** Perform daily cleaning tasks as outlined in the cleaning schedule. Ensure proper use and storage of cleaning materials and equipment.
- **Faculty, Staff, and Students:** Maintain personal cleanliness, dispose of trash properly, and report any cleanliness issues or hazards to the facilities management team.

4. Cleaning Schedule

- **Daily Cleaning:**
 - Classrooms: Sweep/vacuum floors, empty trash bins, wipe desks and surfaces, clean whiteboards/chalkboards.
 - Restrooms: Clean toilets, sinks, mirrors, and floors. Refill soap dispensers and toilet paper.
 - Common Areas: Vacuum/mop floors, empty trash bins, clean surfaces.
- **Weekly Cleaning:**
 - Laboratories: Deep clean surfaces, equipment, and floors.
 - Offices: Dust surfaces, vacuum floors, empty trash bins.



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- **Monthly Cleaning:**
 - Windows: Clean inside and outside.
 - HVAC Systems: Check and replace filters as needed.
 - Outdoor Areas: Clean and maintain gardens, walkways, and outdoor furniture.

5. Hygiene Practices

- **Hand Hygiene:** Hand sanitizers should be available at the entrance of buildings and in common areas. Promote regular hand washing among students and staff.
- **Waste Disposal:** Provide adequate trash bins and recycling containers throughout the campus. Ensure regular collection and disposal of waste.
- **Restroom Maintenance:** Restrooms should be stocked with necessary supplies and cleaned frequently throughout the day.

6. Health and Safety

- **Pest Control:** Implement a regular pest control program to prevent infestations.
- **Air Quality:** Ensure good ventilation in all buildings and conduct regular air quality assessments.
- **Emergency Clean-ups:** Establish protocols for emergency cleanups, such as spills, vomit, or other biohazards.

7. Training and Education

- Provide regular training for cleaning staff on the latest cleaning techniques, use of equipment, and safety measures.
- Educate students, faculty, and staff on the importance of cleanliness and their role in maintaining a clean environment.

8. Inspections and feedback

- Conduct regular inspections of all areas to ensure compliance with the cleanliness policy.
- Perform surveys to gather feedback from the institution's community on cleanliness standards and address any concerns.

9. Continuous Improvement

- Review and update the cleanliness policy annually or as needed.
- Encourage suggestions from the institution's community for improving cleanliness and hygiene practices.

10. Compliance

- Non-compliance with this policy will be addressed through appropriate disciplinary measures, which may include verbal warnings, written warnings, or other actions as deemed necessary by the administration.






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WATER CONSERVATION POLICY

Sree Narayana College of education implementing a comprehensive water conservation policy tailored to the specific needs and dynamics of a bed college, you can effectively reduce water usage while fostering a culture of environmental responsibility among students and staff.

Objectives:

1. **Reduce Water Consumption:** Set specific targets for reducing water usage within the institution.
2. **Raise Awareness:** Educate students, staff, and stakeholders about the importance of water conservation.
3. **Promote Sustainable Practices:** Encourage the adoption of sustainable behaviours and technologies to conserve water.
4. **Monitor and Evaluate:** Establish mechanisms to monitor water usage and evaluate the effectiveness of conservation efforts.

Policy Guidelines:

1. **Infrastructure and Maintenance:**
 - Install water-efficient activities
 - Regularly maintain plumbing systems to prevent leakages and wastage.
2. **Landscaping and Irrigation:**
 - Use native and drought-resistant plants for landscaping to minimize water usage.
 - Implement rainwater harvesting techniques.
3. **Educational Programs:**
 - Integrate water conservation topics into the curriculum across various disciplines.
 - Conduct workshops, seminars, and awareness campaigns on water conservation.



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4. Behavioural Changes:

- Encourage students and staff to report leaks and wastage promptly.
- Promote simple practices like turning off taps when not in use and taking shorter showers.

5. Monitoring and Reporting:

- Establish a system to monitor water usage regularly.

6. Collaboration and Partnerships:

- Collaborate with local authorities, NGOs, and water conservation organizations.

7. Evaluation and Adaptation:

- Conduct periodic evaluations of the policy's effectiveness.
- Solicit feedback from stakeholders and adjust strategies accordingly.

Implementation Plan:

- Assign responsibilities to designated staff members.
- Develop a timeline for implementing various aspects of the policy.
- Allocate resources and budget for infrastructure upgrades and educational programs.
- Establish communication channels for sharing updates and engaging stakeholders.

Conclusion:

- Reinforce the institution's commitment to sustainability.
- Encourage continued participation and support from all stakeholders.
- Emphasize the long-term benefits of water conservation for the environment and future generations.






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