

7.1.2(6)

Policy Documents



DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM-17



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
free mind through education

Date:21-03-2019

Policy Document

The Government of India formulated the national policy for persons with disabilities in February 2006 which deals with the educational rehabilitation of persons with disabilities, therefore because of this Samata Degree College has implemented these policies in the teaching and learning process. The Samata Degree College policy recognizes that persons with disabilities are a valuable human resource for the institution and seeks to create an environment that provides equal opportunities, protection of their rights, and full participation in the academic environment.

The focus of the policy is on the following:

1. To ensure that the design of the building such as ramp/ lift should be according to the disabled persons.
2. To ensure the accessible, gender-sensitive, safe, usable, and functional washroom facilities should be provided for disabled persons.
3. The use of signage of male and female symbols, following local customs and standards, with raised outlines and bright colour contrast, will be more evident to everyone and particularly helpful for persons with visual impairments.
4. Learners with disabilities need to be adequately and appropriately supported in and out of the classroom with the right resources and assistive technology, and with leadership, teaching staff, and college communities that are responsive to their needs.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
free mind through education

Exam Policy:

Based on the need of the students Samata Degree College will make reasonable changes in the educational plan and assessment framework to meet the particular needs of students with disabilities. Sensible convenience will be made to meet the necessities of the considerable number of students disabilities. The guidelines and regulations have been issued by the examination department for the use of scribes in exams.

From 2007 to till the date not only joined disabilities students in Samata Degree College, in case anyone allotted seat in

Samata Degree College we promise to provide the following facilities.

1. Provision for inquiry and information: Human assistance, reader, soft copies of reading material, screen reading.
2. To ensure the proper text and pictogram signage such as tactile path, lights, display boards, signposts are necessary, located to be visible and touchable.
3. To ensure the accessibility of software tools and techniques for people with disabilities. The institution has disabled friendly, barrier-free environment.

The Government of India has notified guidelines for evaluation of the disabilities and procedures to be adopted at Higher Educational Institutions. The Institution, as per the guidelines of the government and that of the affiliating university, will ensure that the persons with disabilities are encouraged.



Director & I/C Principal
DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM-17



Policy on Solid Waste Management

1. Introduction

The purpose of this policy document is to outline the guidelines and procedures for effective solid waste management within the premises of the college. This policy aims to promote waste reduction, recycling, and responsible waste disposal practices to ensure a clean and sustainable environment.

2. Objectives

The objectives of the solid waste management policy are as follows:

- a. Minimize the generation of solid waste through waste reduction and resource conservation measures.
- b. Promote recycling and reuse of materials wherever feasible.
- c. Ensure proper segregation and collection of waste to facilitate efficient waste management.
- d. Implement appropriate treatment and disposal methods for non-recyclable waste.
- e. Educate and raise awareness among staff, students, and other stakeholders about the importance of responsible waste management practices.
- f. Comply with relevant environmental regulations and legislation.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
True value through education

3. Responsibilities

a. College Administration:

- i. Develop and implement a comprehensive solid waste management plan.
- ii. Allocate necessary resources, including personnel equipment, and facilities, to facilitate waste management activities.
- iii. Conduct periodic reviews and audits to assess the effectiveness of waste management practices.

b. Faculty and Staff:

- i. Promote waste reduction practices and encourage the use of environment-friendly materials.
- ii. Ensure proper segregation of waste at the source and facilitate recycling initiatives.
- iii. Cooperate with the waste management team and support waste management awareness programs.

c. Students:

- i. Follow waste segregation guidelines and participate actively in recycling programs.
- ii. Encourage fellow students to adopt responsible waste management practices.
- iii. Report any concerns or suggestions related to waste management to the designated authorities.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
Forward through Education

d. Waste Management Team:

- i. Ensure the proper collection, segregation, and disposal of waste in designated bins.
- ii. Coordinate recycling efforts, including collection, sorting, and transportation of recyclable materials.
- iii. Monitor waste management processes and implement necessary improvements.
- iv. Conduct training sessions and workshops to educate the college community about waste management practices.

4. Waste Segregation

a. All waste generated within the college must be segregated into the following categories:

- i. Paper and cardboard.
- ii. Plastics.
- iii. Glass.
- iv. Metals.
- v. Organic waste.
- vi. Hazardous waste.

b. Clearly labelled waste bins should be placed strategically throughout the college premises to facilitate waste segregation.

5. Recycling

- a. Promote and facilitate recycling initiatives for different waste categories.
- b. Establish partnerships with authorized recycling agencies or organizations to ensure proper handling and disposal of recyclable materials.
- c. Provide recycling bins in easily accessible areas and educate the college community about the importance of using these bins correctly.



6. Waste Disposal

- a. Non-recyclable waste should be disposed of in accordance with local regulations and guidelines.
- b. Encourage the use of eco-friendly disposal methods, such as waste-to-energy or composting for organic waste where feasible.
- c. Establish collaborations with waste management service providers to ensure proper collection and disposal of non-recyclable waste.

7. Awareness and Education

- a. Conduct regular awareness campaigns, seminars, and workshops to educate staff, students, and other stakeholders about solid waste management practices.
- b. Distribute informational materials, such as brochures and posters, highlighting waste reduction, recycling, and proper waste disposal methods.
- c. Utilize digital platforms and college communication channels to promote waste management awareness.

8. Monitoring and Reporting

- a. Establish a waste management monitoring system to track the progress of waste reduction, recycling, and disposal initiatives.
- b. Conduct regular waste audits to assess the effectiveness of the waste management program.
- c. Prepare periodic reports on waste management performance and share the findings with relevant stakeholders.

9. Review and Update

This policy document should be periodically reviewed and updated to incorporate new waste management practices, technologies, and regulatory changes.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

alwar das group
For mind through education

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

10. Conclusion

This solid waste management policy aims to create a culture of responsible waste management within the Institution. By adopting the guidelines outlined in this policy document, we can contribute to a cleaner environment, conserve resources, and promote sustainable practices.



Director & I/C Principal

DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM-17



Certificate of Appreciation

We take great pleasure in awarding Certificate of Appreciation of

SAMATA COLLEGE

MVP Colony, Visakhapatnam.

For contributing 1514 kgs of paper waste to ITC-WOW

*A Nation Wide Recycling Initiative. Environmental savings by recycling of
above contributed paper waste are 36 trees, 6 cubic mtrs. of land fill space,
4KL of water, 862 units of energy and reduction of 0.18mt of Co₂*

During the year of 2021-22

Let us Make India Clean & Green



G. Gopala Krishnamurthy
Executive Director cum Member Secretary
Academy of Councilin Studies



Sib Sankar Bandyopadhyay
Divisional Head - HR
ITC Limited

PAPERBOARD&SPECIALLY PAPER&SB DIVISION



Certificate of Appreciation

We take great pleasure in awarding Certificate of Appreciation of

SAMATA COLLEGE


MVP Colony, Visakhapatnam.

For contributing 1205 kgs of paper waste to ITC-WOW

A Nation Wide Recycling Initiative. Environmental savings by recycling of above contributed paper waste are 30 trees, 5 cubic mtrs. of land fill space, 3KL of water, 652 units of energy and reduction of 0.16mt of Co₂

During the year of 2022-23

Let us Make India Clean & Green



G. Gopala Krishnamurthy
Executive Director cum Member Secretary
Academy of Consulting Studies



Sib Sankar Bandyopadhyay
Divisional Head - HR
ITC Limited

PAPERBOARD&SPECIALTY PAPER&SB DIVISION



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

alwar das group
free mind through education

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

Policy on E-Waste Management

Introduction

Samata Degree College recognizes the growing environmental concern regarding electronic waste (e-waste) and acknowledges its responsibility to adopt sustainable practices. This policy aims to establish guidelines and procedures for the effective management of e-waste within the college premises, with the goal of minimizing its environmental impact and promoting responsible disposal practices.

1. Objectives

The objectives of this policy are as follows:

- a. Minimize the generation of e-waste through sustainable procurement and usage of electronic equipment.
- b. Promote the reuse, refurbishment, and recycling of electronic devices to extend their lifecycle and reduce waste.
- c. Ensure the safe and environmental-friendly disposal of e-waste that cannot be reused or recycled.
- d. Create awareness and educate the college community about the importance of e-waste management and responsible disposal practices.
- e. Comply with all applicable laws and regulations related to e-waste management.

2. Responsibilities

a. College Administration:

- i. Establish an E-Waste Management Committee consisting of representatives from various departments to oversee the implementation of this policy.
- ii. Allocate necessary resources, including funds and infrastructure, to facilitate proper e-waste management.
- iii. Regularly review and update the policy to ensure its effectiveness and compliance with changing regulations.

b. Faculty and Staff:

- i. Procure electronic equipment considering their environmental impact and disposal options at the end of their lifecycle.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

alwar das group
free mind through education

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

ii. Provide assistance to the E-Waste Management Committee in implementing awareness programs and training sessions.

c. Students:

- i. Utilize electronic devices responsibly and maintain them to extend their useful life.
- ii. Participate in e-waste collection drives and follow the designated disposal procedures.
- iii. Promote awareness of e-waste management among peers and encourage responsible practices.

3. Procurement Guidelines

- a. Give preference to electronic equipment with eco-label certifications and energy-efficient ratings.
- b. Consider the availability of recycling and take-back programs offered by manufacturers or suppliers during procurement decisions.
- c. Prioritize the purchase of devices that are easily upgradeable, repairable, and have a longer lifespan.

4. E-Waste Collection and Storage

- a. Designate specific collection points within the college premises for the segregation and storage of e-waste.
- b. Clearly label and educate the college community about the designated collection points.
- c. Ensure the collection points are secure, well-maintained, and comply with health and safety standards.

5. Reuse, Refurbishment, and Recycling

- a. Establish partnerships with authorized e-waste recycling agencies or organizations for the proper disposal of e-waste.
- b. Explore opportunities for refurbishment and reuse of functional electronic devices within the college or through donation to charitable organizations.
- c. Regularly assess the effectiveness of recycling programs and make improvements as necessary.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

alwar das group
free mind through education

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

6. Awareness and Training Programs

- Conduct regular awareness campaigns, workshops, and training sessions for the college community to promote responsible e-waste management practices.
- Provide information on the environmental impact of e-waste and the importance of proper disposal methods.
- Encourage research and projects related to e-waste management among students and faculty.

7. Compliance and Reporting

- Comply with all applicable laws, regulations, and guidelines related to e-waste management.
- Maintain records of e-waste generated, reused, refurbished, and recycled.
- Submit periodic reports to the E-Waste Management Committee, including progress updates, challenges faced, and recommendations for improvement.

8. Review and Revision

This policy will be reviewed periodically by the E-Waste Management Committee to assess its effectiveness, make necessary revisions, and ensure alignment with evolving best practices and regulations.

By adhering to this policy, Baba Institute of Technology & Sciences is committed to promoting sustainable practices, raising awareness, and minimizing the environmental impact of e-waste. Together, we can contribute to a cleaner and healthier environment.



Director & I/C Principal

DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM-17



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

alwar das group
free mind through education

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

01-06-2018

CIRCULAR

This is to inform you that E-Waste Management Committee has been formed in our college on 5th June 2018, on the occasion of Environmental Day.

The Primary objective of the E-Waste Management Committee is to minimize the environmental impact and promoting responsible disposal practices.

The following are nominated as Members of E-Waste Management Committee:

- **Chairman** - **Prof.B.Murali Krishna**

- **Members** - **1)G.Sowjanya**
2) K.V.C Rajya Lakshmi

The Faculty and Staff are hereby advised to report the incidents related to environmental issues.

B.M.L
Director & I/c Principal

DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
free mind through education

01-06-2020

CIRCULAR

This is to inform you that E-Waste Management Committee has been formed in our college on 5th June 2020, on the occasion of Environmental Day.

The Primary objective of the E-Waste Management Committee is to minimize the environmental impact and promoting responsible disposal practices.

The following are nominated as Members of E-Waste Management Committee:

- **Chairman** - Prof. G.Srinivasa Rao

- **Members** - 1) P.Aruna
2) K.V.C Rajya Lakshmi

The Faculty and Staff are hereby advised to report the incidents related to environmental issues.




Director & I/c Principal
DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM-17



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
free mind through education

02-06-2021

CIRCULAR

This is to inform you that E-Waste Management Committee has been formed in our college on 5th June 2021, on the occasion of Environmental Day.

The Primary objective of the E-Waste Management Committee is to minimize the environmental impact and promoting responsible disposal practices.

The following are nominated as Members of E-Waste Management Committee:

- **Chairman** - **Prof. G.Srinivasa Rao**

- **Members** - 1) U.Sridevi
2) P.Padmaja

The Faculty and Staff are hereby advised to report the incidents related to environmental issues.



Director & I/c Principal

DIRECTOR
SAMATA DEGREE COLLEGE
MVP Colony, VISAKHAPATNAM-17



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
from mind through education

01-06-2022

CIRCULAR

This is to inform you that E-Waste Management Committee has been formed in our college on 5th June 2022, on the occasion of Environmental Day.

The Primary objective of the E-Waste Management Committee is to minimize the environmental impact and promoting responsible disposal practices.

The following are nominated as Members of E-Waste Management Committee:

- **Chairman** - **Prof. G.Srinivasa Rao**

- **Members** - **1) M. Satya Sree**
2) P.Padmaja

The Faculty and Staff are hereby advised to report the incidents related to environmental issues.



Director & I/c Principal

DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM-17



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)



DISABLE FRIENDLY AND BARRIER FREE ENVIRONMENT

Samata degree College was established by in year 2008 with an aim of bringing quality engineering education closer to the rural students. The college has created a resourceful and inspiring academic ambience and world class infrastructure. The college envisages in the comprehensive development of students and offers qualitative, enduring and enriching education making it a dynamic hub of academic excellence.

Objectives of the policy:

- To create inclusive culture to avoid discrimination, exploitation and exclusion of disable students and staff from all areas of work and education.
- To ensure implementation of all legislations with respect to persons with disabilities.
- To ensure full participation of persons with disabilities and to provide them the equal opportunities for development.
- To provide all the facilities in the campus for barrier free movement of persons with disabilities.

Disabilities:

Disability is a term that includes motor and sensory limitations like mobility, vision or hearing impairments. it also includes disabilities resulting from chronic illness and syndrome. Many disabilities vary in degree and type of limitation; therefore, accommodations must also vary and should be tailored to the needs of the individual.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution
Sector – 10, MVP Colony, Visakhapatnam – 530 017. (A.P.)

alwar das group
Focus on self through education

Samata degree college will constitute a specialized committee for people with disabilities which will be responsible in preparing, executing and amending policy and guidelines for persons with disabilities.


The major functions of this committee for persons with disabilities include

- To address all disability related issues in the campus
- To ensure overall accessibility for people with disability in the entire college campus to determine major grievances pertaining to any matter of persons with disabilities.
- If it is not resolved it should be sent to the higher authorities.

Accessibility policy:

Providing access means making all the services, activities and benefits thereof, fully available to qualified with disabilities. The institution provides various provisions in creating; disabled friendly campus. The college administration and faculty members ensure appropriate/reasonable accommodations for each person with a disability and be willing to resolve access problems. The campus is a barrier free and accessible for differently abled persons.




DIRECTOR & I/C PRINCIPAL
DIRECTOR
SAMATA DEGREE COLLEGE
M.V.P. Colony, VISAKHAPATNAM-17.

