



Oriental University, Indore (M.P.)

WASTE MANAGEMENT POLICY

Oriental Group is one of the top names in education in Central India since 1995. Oriental Group the most sought – after name for quality education in Madhya Pradesh. Oriental University is the first Private University of Indore established in 2011.

Oriental University is spread over 77 acres of lush green sprawling campus on Indore-Ujjain highway near the international airport and new proposed railway station. The University is designed by the most eminent contractors of modern India, M/S Hafeez Contractors of Mumbai.

Currently, the University's exquisite infrastructure houses spacious classrooms with the latest teaching aids, well-equipped laboratories, and workshops. OU combines innovative teaching and pioneering research in a highly collaborative environment that transcends traditional academic boundaries.

The tenet with which Oriental University is marching forward is to develop responsible professionals who could be easily deployed in the industry.

The university will adopt the principles of the 'best practicable environmental option' in the delivery of its waste management services. The college will apply a 'waste hierarchical approach' in the following manner:

Refuse - Do not buy anything which we do not really need.

Reduce - Reduce the amount of garbage generated. Alter our lifestyle so that minimum garbage is generated.

Reuse - Reuse everything to its maximum after properly cleaning it. Make secondary use of different articles.

Recycle - Convert the recyclable garbage into manures or other useful products.

The University requires all the teaching and non-teaching staff, students,



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guests and anyone else making use of the premises to comply with this Policy and associated “University Environmental Guidance” to ensure compliance with all waste management legislations.

Policy Objectives

To ensure that waste management is performed in accordance with all waste legislative requirements, including the duty of care, and to plan for future legislative changes and to mitigate their effects.

1. To minimize waste generation at source and facilitate repair, reuse and recycling over the disposal of wastes in a cost effective manner.
2. To provide clearly defined roles and responsibilities to identify and co-ordinate each activity of the waste management.
3. To promote environmental awareness in order to increase and encourage waste minimization, reuse and recycling.
4. To invest into the expansion of recycling opportunities on the University campus and transform waste into value added products.
5. To provide appropriate training for faculty, staff, students and other stakeholders on waste management issues.
6. To promote holistic approach of waste management in the campus.

Waste Management Methods

1. Solid Waste Management:

1. Waste bins are placed in the campus at various places like classrooms, faculty room, administration office, computer lab, library, corridor, washroom, common room etc.
2. Old newspapers, old files, old home assignments etc. are given for recycling to external agencies.
3. The NSS unit of the University constantly strives for



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cleanliness. After every week, it organizes cleanliness drive in campus for collection of garbage and solid waste.

4. Compost Pits are also made available in University campus.

2. Liquid Waste Management:

1. Liquid Waste generated from washrooms and Toilets is stored in separate chambers and pipelines have been constructed for collection.

2. Raw water from the canteen is taken from separate pipe line for watering the vegetal garden.

3. Biomedical Waste:

1. Bodies of sacrificed animals from pharmacy department are dumped in their allotted graveyard.

2. Used sanitary napkins are disposed in incinerator.

3. E-Waste Management:

1. The University uses various types of electronic gadgets like – computers, printers, LCD projectors etc. These products become outdated after few years due to advancement in technology. Institute being aware of e-Waste and its hazards takes initiative to dispose e-waste in proper way.

2. E-waste is sold to scrap merchants for further processing.

4. Hazardous Chemicals and Radioactive Waste:

1. Liquid waste from pharmacy departments is dumped in sand pits, after dilution.

2. University does not have any facility which generates radioactive waste.



Electronic Waste Disposal Request Form

Instructions/Purpose: This form should be filled in by the department when an E-Waste pickup is requested.

Department Name:	Name of Contact:
E Waste location:	Disposal request number with date:

Quantity	Description of E-Waste	Does it Work?	Item Serial # and inventory number if any	Remarks of the IT department with data and signature
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		

I hereby certify that items mentioned above are E-waste and/or surplus items not required in the department anymore.

Departmental Authorization _____ **Date :** _____

IT Department Representative Taking over the Charge of Items : _____ **Date :** _____



ORIENTAL UNIVERSITY, INDORE

Electronic Waste Disposal Policy

Introduction and Scope

1. Disposal of old and used electronic waste is a reality that has become increasingly important in today's age of rapid technology obsolescence. There are several computers, printers and peripheral devices distributed throughout the University campus. As these equipment age or becomes surplus, it will eventually have to be physically removed from their current locations. As a University, it is our responsibility to see that all old and used E-waste are disposed in a responsible manner. This policy lays out a procedure for safe disposal of all electronic equipment which is the property of Oriental University, no matter what the original funding source.

Procedure

2. Electronic waste shall first be identified by the department where it is located. Computer equipment including ancillaries such as key boards, UPS etc which are not functional anymore or computers that have become obsolete shall be identified by the department concerned. The disposal request form attached shall be filled by the concerned department and forward the same to the IT department for further processing. Under no circumstances should the concerned department remove or dispose the unused items on their own.

3. Once the request forms are received by the IT department, a survey of the concerned items shall be carried out and relevant remarks rendered on the request form. The disposal of media, computer equipment and computer software can create information security risks. These risks are related to the potential unauthorized release of sensitive or confidential information, violations of software license agreements, and unauthorized disclosure of intellectual property that might be stored in hard disks and other storage media. The IT department shall ensure that all media files are either destroyed or rendered unusable.

4. Most electronic equipment contains circuit boards, switches, ICs etc which are manufactured with materials considered to be hazardous, and cannot be disposed of in the general trash. If it is determined that computer equipment cannot be repaired and reused, the IT department may mark it for safe disposal. All such items marked for safe disposal shall be collected by the IT department and a record to this effect shall be maintained in the department.

Contract With an E-Waste Disposal Firm

5. To maintain efficiency in the process, a contract with an approved E-Waste disposal firm may be arranged. However, if the amount of the waste generated is less than 50 kgs annually, an arrangement may be made as and when required. Antecedent of the firm contracted may be checked for approval/compliance of the disposal process in accordance with Central/State Pollution Control Boards guidelines.

Final Disposal

6. List of items handed over to the contracted firm may be maintained with the IT department along with a safe-disposal certificate from the firm listing the items particulars, quantity and weight.