



BAPATLA COLLEGE OF PHARMACY

(Sponsored by Bapatla Education Society), (Recognized by A.I.C.T.E&PCI)

(Affiliated to Jawaharlal Nehru Technological University, Kakinada)

Bapatla, Guntur (Dist), Andhra Pradesh -522101

POLICY ON E WASTE MANAGEMENT

1. Introduction:

Bapatla College of Pharmacy is aware of growing environmental concern regarding electronic waste and acknowledges its responsibility to adopt sustainable practices. This policy focuses on framing guidelines and procedures for effective management of e waste within the college campus.

E waste is defined as any electrical powered appliance that has become unfit for the originally intended use or have crossed the expiry date. Examples include computers, server, printers including cartridges, Scanners, battery cells, Refrigerators, Air conditioners etc. The unscientific disposal of e waste can cause a threat to the environment and also all living organisms. Hence recycling and disposal of e waste is an important issue. This policy includes objectives, scope, implementation of ways for upholding the objectives set by the e waste management committee.

2. Objectives:

BCOP seeks to meet the following objectives:

1. To minimize generation of e waste and reuse and recycle wherever possible and disposal of waste in a cost effective manner.
2. To ensure safe handling and storage of waste in campus
3. To provide guidance on the standards of electronic equipment utilized in the campus
4. To mobilize and sensitize the stake holders on proper management and handling of e waste in a sustainable basis.
5. Create awareness and educate the staff, students of the college about the importance of the e waste management and disposal practices.

3. Responsibilities:

1. College Administration:

- i. Establish e waste management committee comprising of the Principal and other representatives from various departments to monitor the implementation of the policy.
- ii. To provide necessary resources, including funds and other facilities for proper e waste management.
- iii. Reviewing and updating the policy regularly for it effective implementation.
- iv. Encourage environmentally sound technologies in order to increase efficiency in processes, conserve energy to maximize recovery and reduce waste generation.

2. Faculty and Staff:

- i. Motivate and Initiate students to adopt sustainable practices.
- ii. To support the waste management committee by conducting awareness programs and training sessions.

3. Students:

- i. Self responsible in utilizing electronic equipment as per SOP and aware of sustainable disposal procedures.
- ii. Promote the importance of e waste management within and beyond campus.

4. Procurement guidelines:

- i. Purchase the devices that can be repaired, and have a longer life span.
- ii. Prioritize the electronic equipment with eco label certifications and energy efficient ratings.
- iii. Get the instructions from the manufacturers the method for recycling at the time of procurement.

5. E waste Collection and storage:

- i. A collection point is set up within the premises for the segregation and storage of waste.
- ii. Label and educate the college community about the designated collection points.
- iii. Ensure the collection points are well maintained and comply with health and safety standards.
- iv. Establish collaborations with e waste recycling agencies for proper collection and disposal of e-waste.
- v. Assess the recycling programs regularly and update the guidelines for effective implementation.

6. Awareness and Training program:

- i. Conduct awareness and training programs, campaigns, workshops to promote the importance of e-waste management practices.
- ii. Educate the students, staff and stake holders the impact of improper disposal of e-waste on the environment and human health.

7. Record maintenance:

Maintain records of e waste generated, reused and recycled and communicate with the e-waste management committee and recommendations for improvement.

8. Review :

This policy has to be reviewed periodically by e-waste management committee so as to ensure implementation and effectiveness of disposal practices.

BCOP is committed to promote sustainable practices, to minimize the impact of e waste on the environment and focus to maintain clean and healthier environment in the campus.



T. G. Balakrishna

PRINCIPAL

PRINCIPAL
Bapatla College of Pharmacy
Bapatla 522 101



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POLICY ON GREEN CAMPUS

Bapatla College of Pharmacy envisions a clean and green environment where eco friendly practices are encouraged for sustainable and eco friendly measures within and beyond the campus. The college is set up an environment committee that will evolve guidelines and measures for implementation of various aspects of green initiatives. This policy helps in redefining the Institute's culture and developing new initiatives by creating sustainable solutions to environmental, social and economic needs of the mankind.

Objectives:

1. Sensitize staff and students about the need for protection of the environment for a sustainable and healthy future.
2. To encourage all to adopt to eco friendly practices including paper bags etc.
3. To improve efficient use of all resources including energy and water and to reduce waste generation at the campus and practice reuse and recycle where ever possible.

Green campus Initiatives implemented at the campus:

1. Conducting awareness programs, seminars, essay writing competitions to bring awareness among students on maintaining sustainable environment.
2. Swachh Bharat and Plantation programs are conducted periodically to make the students responsible for protecting the environment.
3. All vehicles of students and staff are parked in the parking area away from the class rooms.
4. Restricting entry of automobiles into the campus.
5. Avoiding the use of plastic in the campus.
6. Use of LED lights.
7. Waste water generated is used for growing of trees.
8. Digital library facility is provided using read out material in soft form. Reduce requirement of printed books by updating e-books and e-journals collection of college library.
9. Use social media for most of the communication to the students and staff.
10. Use one side printed papers for rough work.
11. There are more than 500 trees in the campus along with glass cover. A medicinal garden is maintained with rare species.

12. Aquatic life like fishes is maintained in the campus to maintain biodiversity.
13. Green audit, Energy audit and Environmental audit is done periodically as per the guidelines.
14. MOU is signed with outside agencies for solid waste and e-waste management.

BCOP has taken initiative to create awareness on Green campus to the students and staff. Necessary amendments are made periodically as per the need and requirement so as to protect the environment with its green campus initiative and keep the campus pollution free.



T. Gopalakrishna
PRINCIPAL

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Bapatla College of Pharmacy
Bapatla 522 101



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Policy Document for Divyangjan

The Right of Persons with Disabilities Act 2016, implemented by Government of India is to ensure that all persons with disabilities can lead their lives with dignity without discrimination and with equal opportunities. Bapatla College of Pharmacy is against all kinds of discrimination on any grounds including disability. Therefore BCOP has implemented this policy in teaching and learning process. The Institution has implemented the infrastructural and other mandatory facilities necessary for making the environment inclusive for person with disabilities. In order to ensure that the benefits reach the needy, the Institution has drafted a policy and its implementation through a committee.

Objectives of the policy:

To create barrier free environment so as to avoid discrimination, exploitation of disabled students in any forms from all spheres.

To set up infrastructural facilities for the Divyangjan people like accessible, functional washrooms, ramp/lift etc. and monitor its proper usage through an appointed committee.

To use signage of male and female symbols, following local customs and standards with dark outlines and bright color contrast as it will be helpful for persons with visual impairment.

To adequately and appropriately support learners with disabilities in and out of class room with right resources.

Qualified person with disability:

The phrase Qualified person with disability is a person who meets legitimate skill, experience, education and qualified to participate in any given institute program or activity but with disability.

With regard to enrolment, a certified individual with a disability must fulfill the guidelines required for affirmation and meet necessities set up for any given course, degree or certificate program.

A qualified individual with disability must be able to perform the minimum essential functions of the job.

However relaxation shall be allowed as per the Government rules.

Accessibility policy:

Providing access means making all the universities services, activities and benefits fully available to qualified people with disabilities. The Institution management and faculty members should ensure required accommodations for each person with a disability and be willing to resolve access problems. The environment of campus should be barrier free and accessible for persons with physically challenged or differently able.

The following principles of accessibility will be strictly observed:

- All UG and PG programs and activities must be accessible.
- To provide accessible textbooks and study material to all students with disabilities.
- To ensure the awareness programs for all teachers and non teaching staff regarding the issues of accessibility.
- The Institute offers 5% reservation to the disabled persons listed in Rights of Persons with Disabilities 2016 in all the courses of the College.

Grievance Committee:

A committee is appointed to look after whether the facilities reach to the disabled persons or not and ensure proper response in time to any grievances received. The Committee has Principal, Administrative Officer, two faculty members and two students.

Exam Policy:

To meet the particular needs of students with disabilities, Bapatla College of Pharmacy make reasonable changes in the educational plan and assessment framework. Reasonable changes are to be made to meet the necessities of disabled students. The guidelines has been issued by the examination department for use of scribes in exams.

Facilities available for Employees and Students at the Institution:

Two wheeler is provided for disabled staff and students.

Half hour concession in regular working hours is facilitated to staff members.

Staff and Students were trained to assist disabled persons in the college.

Ramps and Toilets

The Institution has disabled friendly, barrier free environment and ensure that the persons with disabilities are encouraged.



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POLICY ON SOLID WASTE MANAGEMENT

1. **Introduction:** The Institution has designed methods for the management of waste generated in the campus using the basic waste management strategy "Reduce, Reuse and Recycle". The purpose of this policy is to effective solid waste management in the premises. Solid waste includes both biodegradable like food waste, vegetable waste, leaves etc and non biodegradable generated in the campus like paper, plastics, metal cans etc.
2. **Objectives:** The objectives of this policy is as follows:
 - i) To minimize the generation of solid waste in the campus and reuse, recycle in a cost effective manner.
 - ii) To promote environmental awareness so as to encourage reuse and recycling of waste
 - iii) Implement suitable disposal measures for non recyclable waste.
 - iv) Ensure proper segregation and collection of waste for facilitating waste management efficiently.
3. **Responsibilities:**
 - a) **College Administration:**
 - i) To provide necessary resources like personnel, equipment and required facilities for carrying out waste management activities.
 - ii) To monitor the waste management practices periodically and conduct necessary audits.
 - iii) To implement effective plans for solid waste management.
 - iv) Students and staff are strictly instructed to not to use plastic in the college premises to keep the environment plastic free.
 - b) **Faculty and Staff:**
 - i) To encourage the use of ecofriendly materials.
 - ii) To ensure the proper segregation of solid waste at the source and facilitate recycling initiatives.
 - iii) To conduct waste management awareness programs.
 - c) **Students:**
 - i) Follow the guidelines framed to maintain the environment clean and should actively participate in cleanliness programs.
 - ii) Should feel responsible in practicing waste management.

4 Waste Management committee:

- i) To monitor waste management processes and implement necessary improvements
- ii) To conduct training sessions and workshops to bring awareness about waste management practices to the students and staff.
- iii) To monitor proper collection and disposal of waste
- iv) Ensuring that no hazardous waste is disposed of through general or waste recycling teams.

A Committee was established comprising of the Principal, Heads of all Departments, Two faculty, Two non teaching members and 10 student volunteers.

5 Waste Segregation and Disposal:

- i) All waste generated is segregated into a. Paper b. Plastic c. Metals d. Organic waste e. Hazardous waste.
- ii) Dust bins clearly labeled should be placed throughout the college premises.
- iii) Establish collaborations with waste management service providers to ensure proper collection and disposal of non recyclable waste.
- iv) An MOU is signed to segregate and collect solid waste from the campus.

6 Awareness and Education:

- i) Conduct regular awareness seminars, workshops to educate staff, students, and other stakeholders about solid waste management practices.
- ii) Distribute posters, brochures highlighting waste reduction, and conducting Swatch Bharat programs within and beyond campus.

7 Monitoring and Reporting:

- i) Establishing a monitoring system to track progress of waste reduction, recycling processes.
- ii) Conduct regular audits and prepare periodic reports on waste management programs.

8 Review and Update: This policy document should be periodically reviewed and updated to incorporate new practices, technologies and guidelines.

9 Conclusion: This policy is to create a culture of responsible waste management within the campus. By practicing these guidelines, we can contribute to a cleaner environment and resources.



T. Gopalakrishna
PRINCIPAL
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