



CRITERIA

7.1.3

7.1.3 Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (5 Marks)

IN THIS FILE

- Solid Waste Management

Solid Waste Management in SU Campus



Index

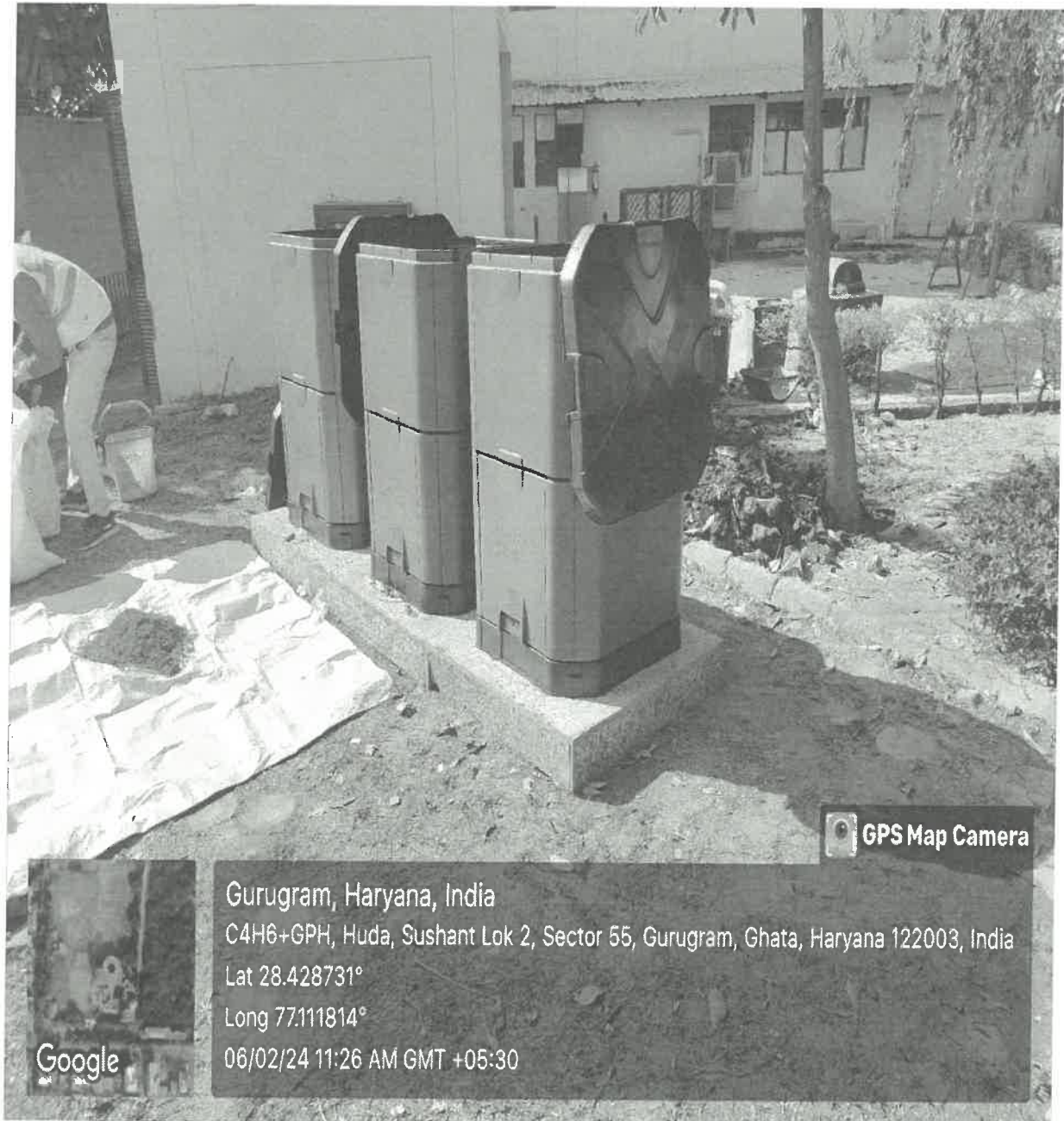
- a. Geo Tagged photographs of the facilities.
- b. MoU Agreements for Solid Waste Management.



Geo-tagged photographs of the facilities



Aerobin Compositing for Food & Yard waste in SU Campus



Sushant University Ground Area



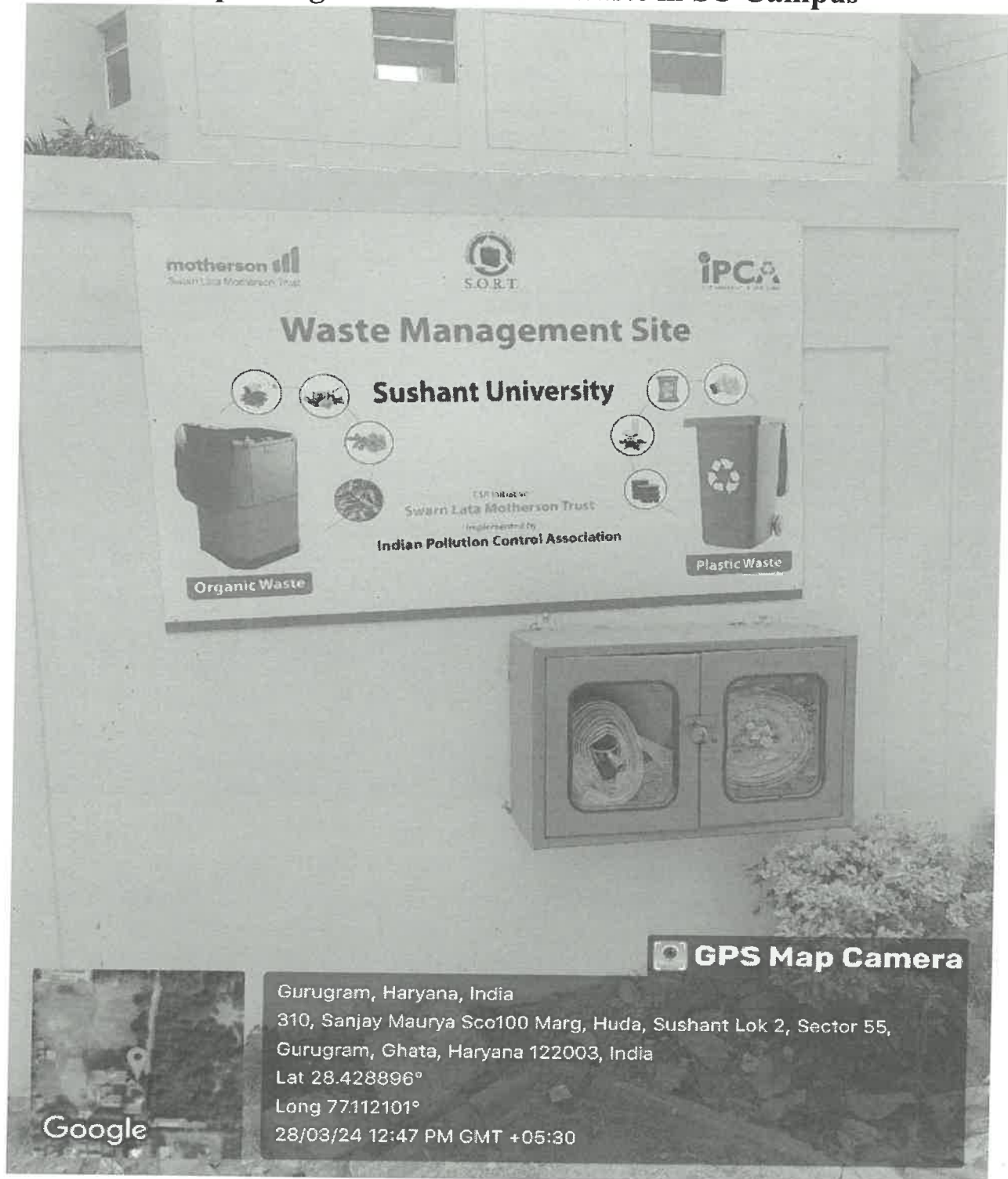
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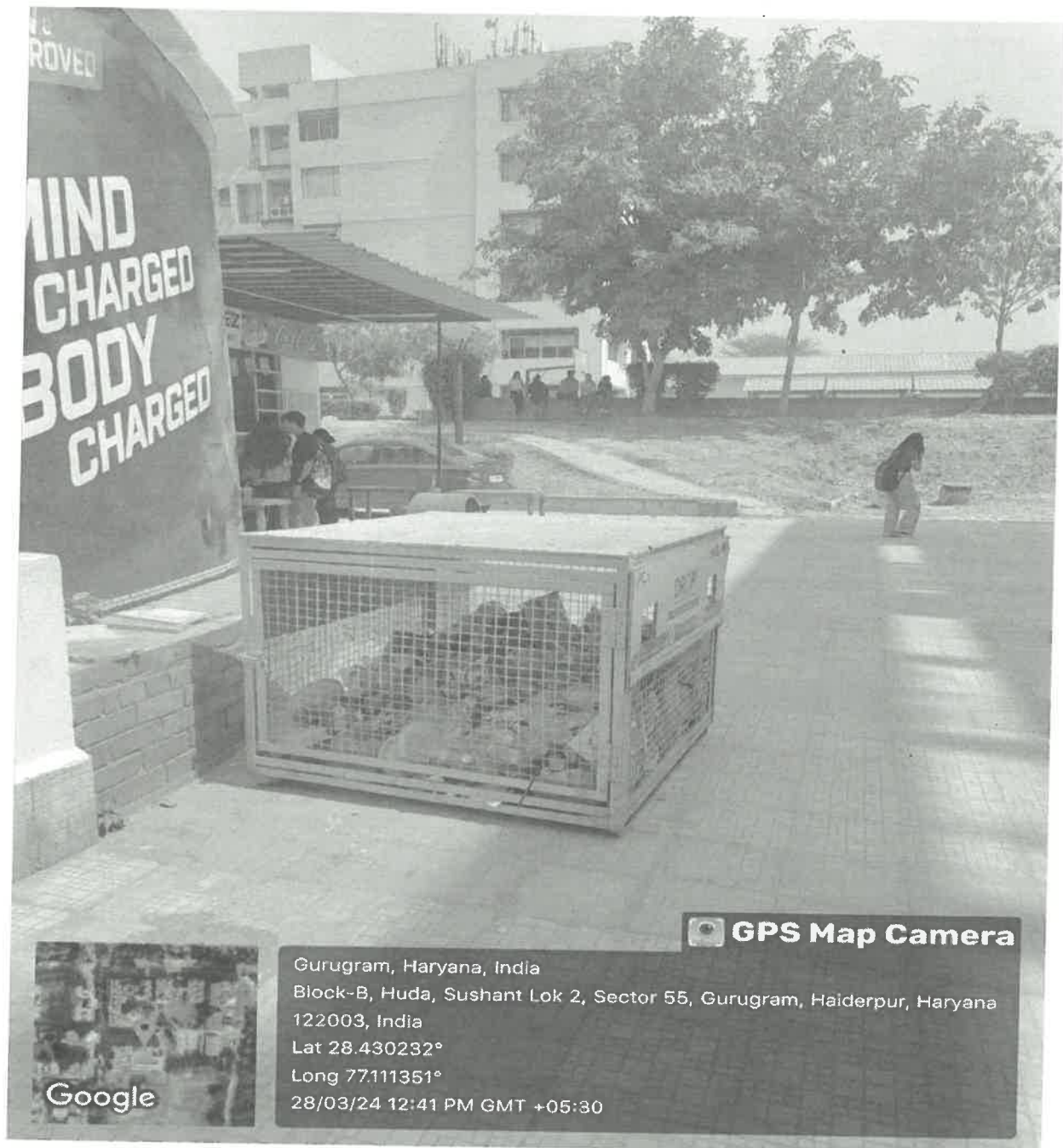
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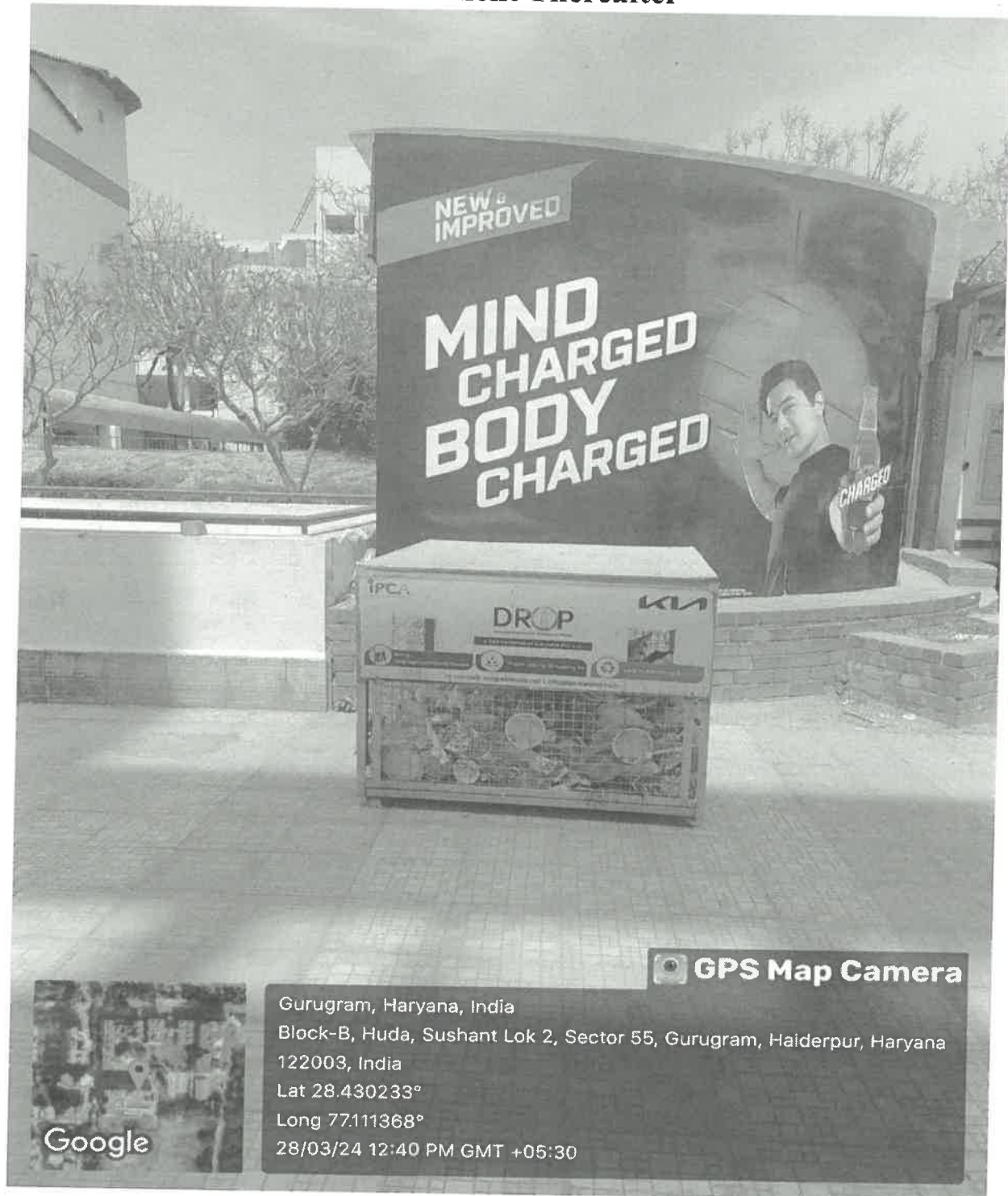
Segregation of Waste in the SU Campus For Recycling & Effective Treatment Thereafter



E Block Canteen Area



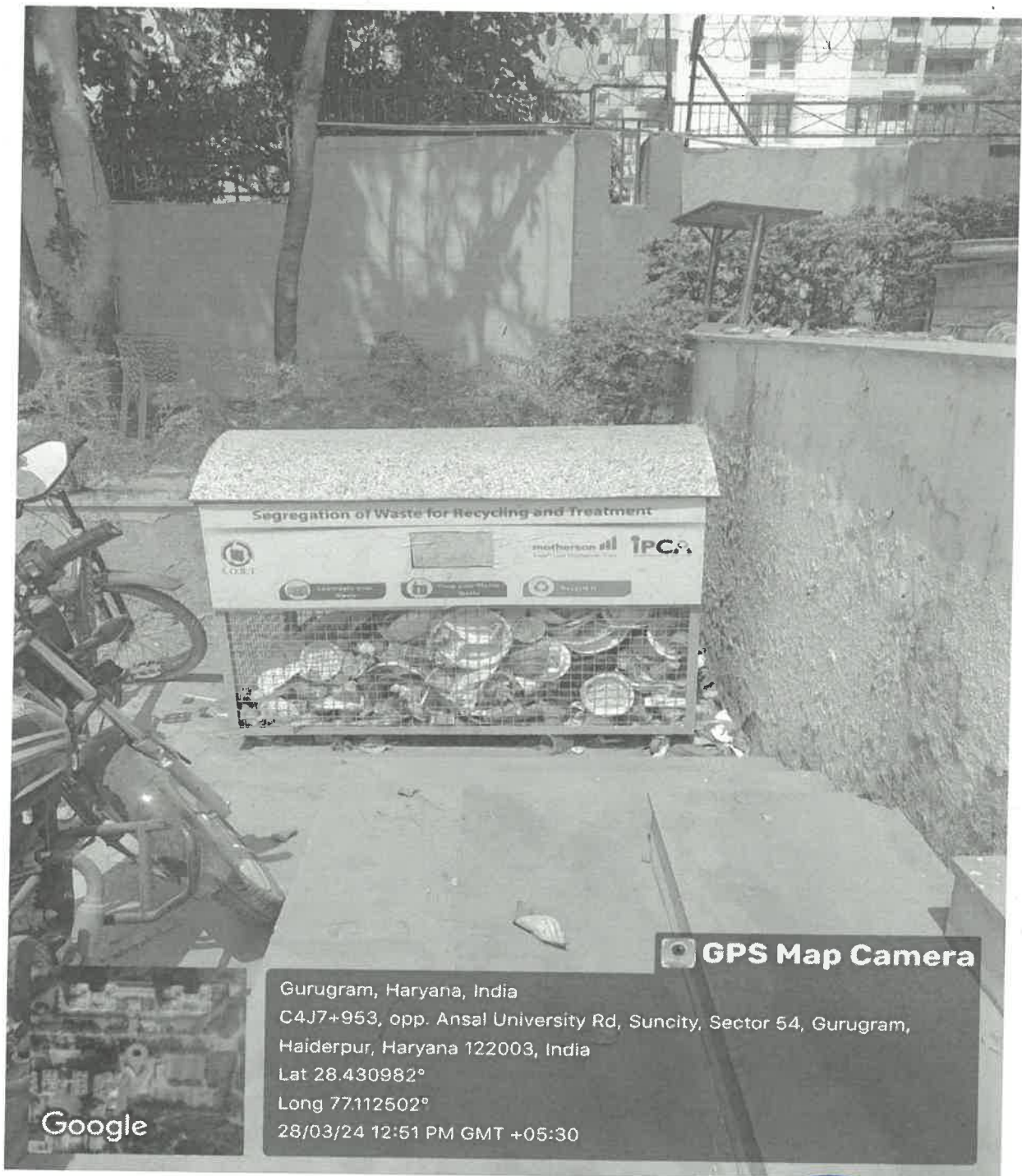
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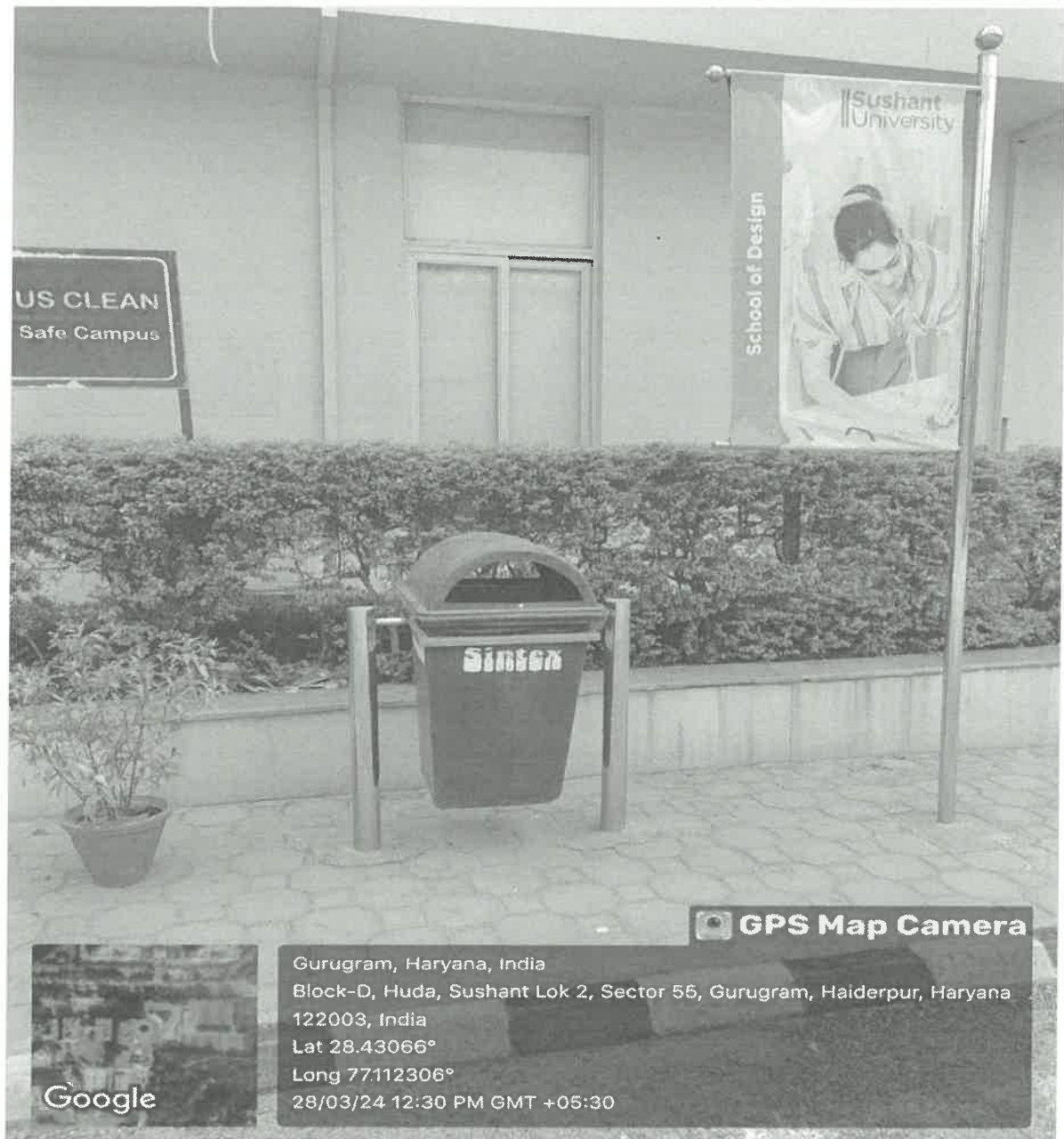
Segregation of Waste in the SU Campus For Recycling & Effective Treatment Thereafter



Staples Canteen Area



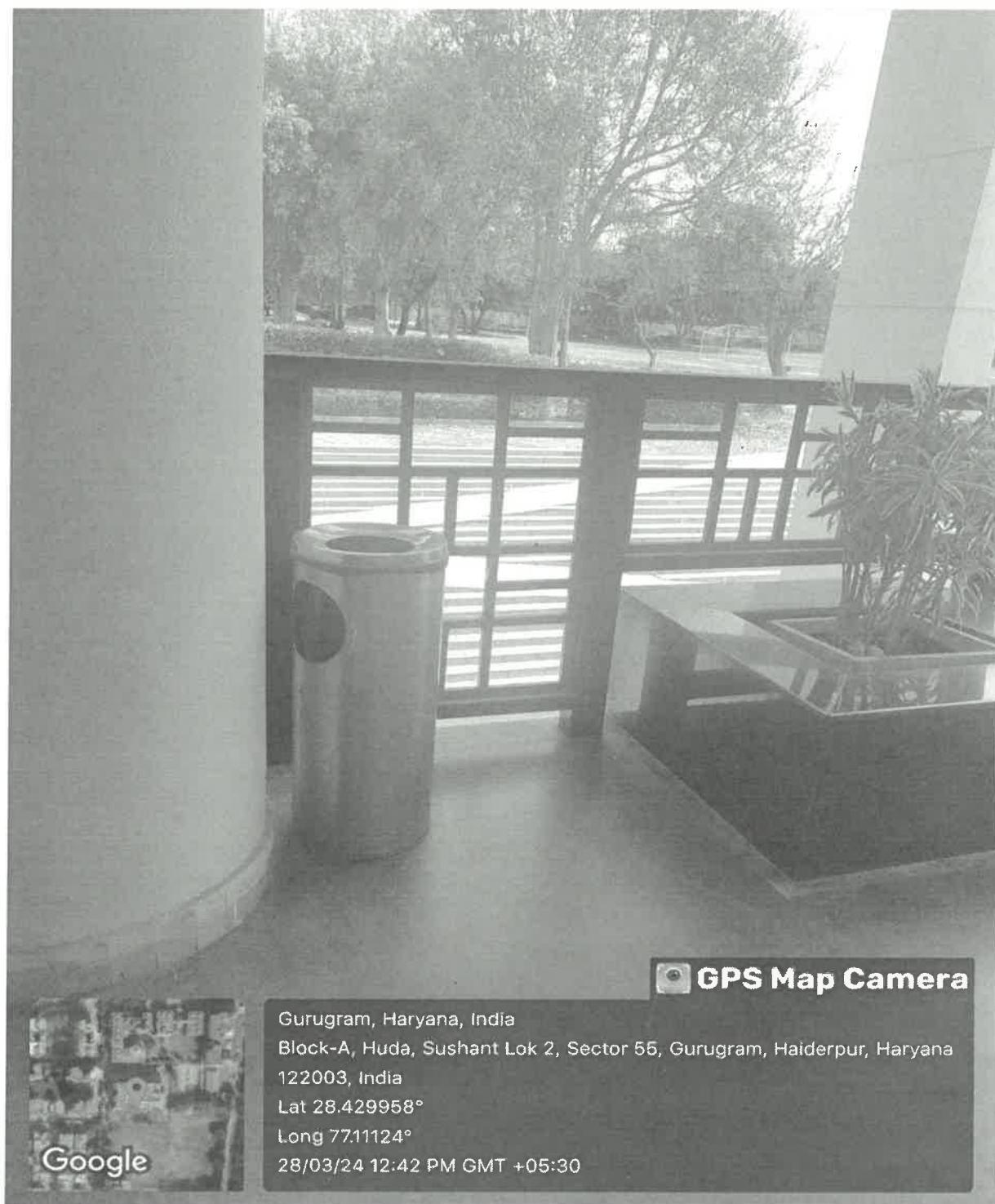
Waste Collection Points in Different blocks of SU Campus



C Block Reception Area



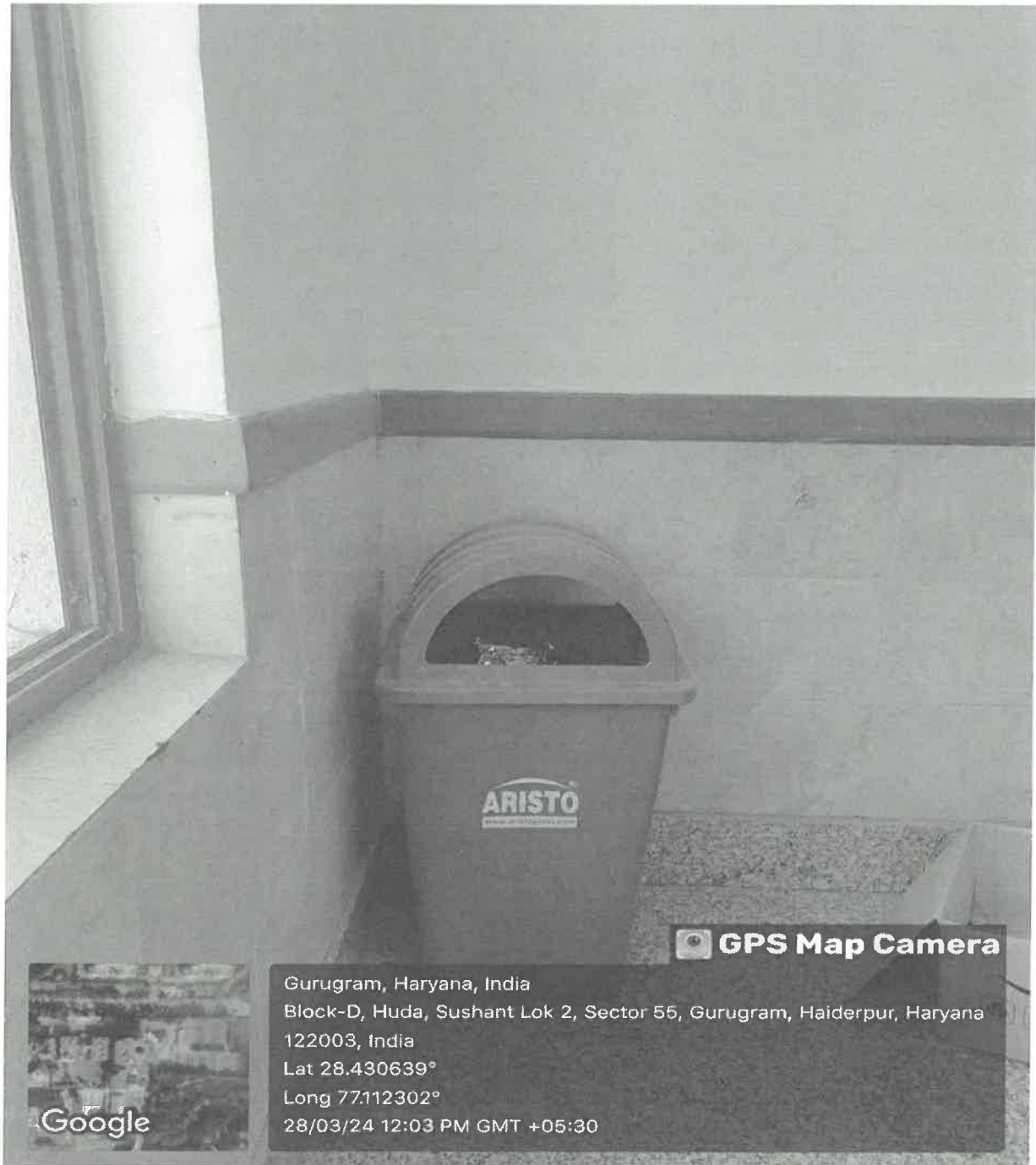
Waste Collection Points in Different blocks of SU Campus



E Block, School of Art & Architecture



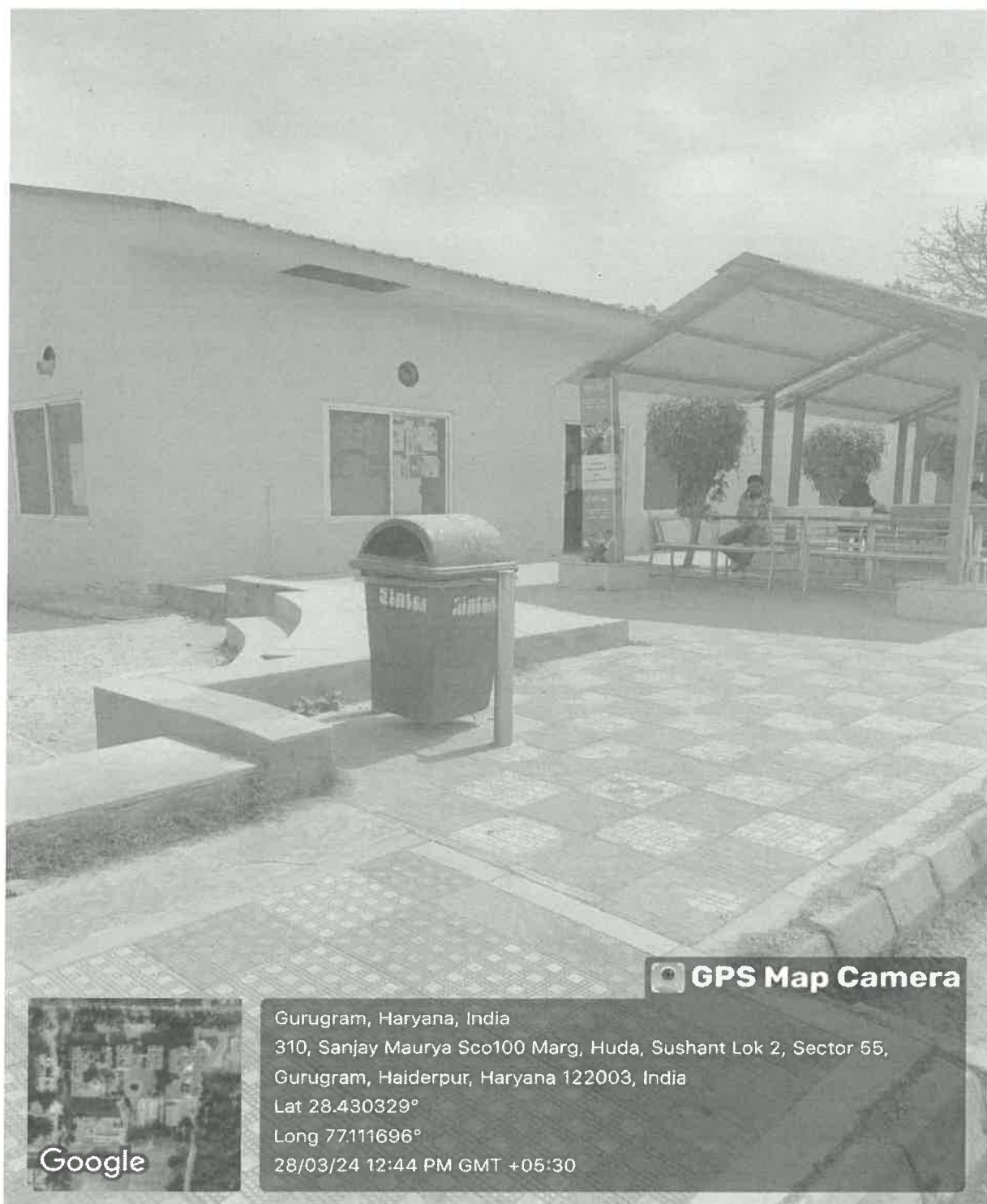
Waste Collection Points in Different blocks of SU Campus



D Block Sushant University



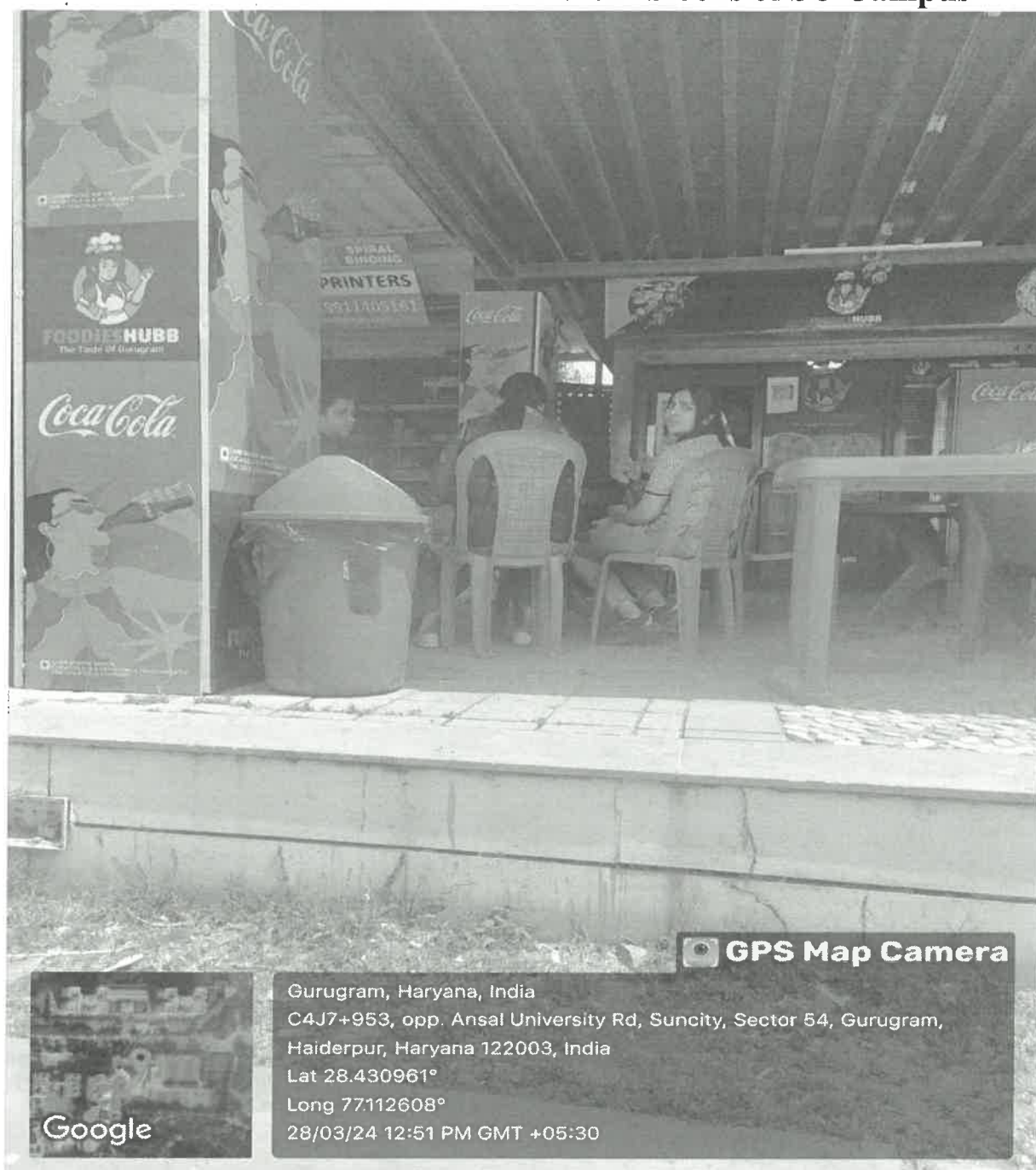
Waste Collection Points in Different blocks of SU Campus



Food Court Area



Waste Collection Points in Different blocks of SU Campus



Canteen Area



Solid Waste Management MoU



Date:.....

To,

The Principal/Head of Institution,

Sachand University

Address Sector 55, Golf Course Road

Gurgaon

Subject: Letter of consent for participation in Project "Develop Responsible Outlook for Plastic (D.R.O.P.)"

Dear Sir/Ma'am,

This is in reference to our meeting with your representative regarding participation of your society in project D.R.O.P (Develop Responsible Outlook for Plastic).

We are pleased to introduce **Indian Pollution Control Association (IPCA)**, a registered NGO under society registration Act, XXI of 1860, which is engaged in creating environmental awareness and implementing integrated Solid Waste Management System across India. It is working in the realm of waste management and environment conservation for more than 20 years and has designed, developed and executed effective and efficient waste management system in India.

IPCA is working for a solution to reduce municipal solid waste by promoting and practicing source segregation and with this perspective. IPCA in association with **KIA India Private Limited** has conceived a Project "**Develop Responsible Outlook for Plastic**" (D.R.O.P) which will be implemented in five cities of India (Gurugram, Mumbai, Bangaluru, Vishakhapatnam and Vijayawada). The aim of this project is to reduce the plastic waste generation and its littering along with strengthening the collection and recycling of plastic waste.

The project Conceptualized to maximize utilization of resources to reduce plastic waste, which would indirectly result in less air, water and soil pollution, reduce pressure on landfill sites and reduce cost on transportation. It also envisages to

- To develop a responsible outlook among waste generators towards plastic waste through providing action-oriented solutions
- To install the dustbins at the waste generation points for collection of Plastic.
- To create a socially and technically sound model for taking plastic waste management from informal to formal economy
- To build the capacities of waste workers, housekeeping staff and maids by organizing training and capacity building programmes
- To develop an efficient collection mechanism for post-consumer plastic waste
- To promote circular economy by closing the loop of plastic waste through recycling
- To organize exposure visits to material recovery and recycling facilities (wherever feasible)



Indian Pollution Control Association

3-S, DDA Shopping Complex,
Hargobind Enclave, Vikas Marg Ext. Delhi-110092
Website: www.ipcaworld.co.in
e-mail: info@ipcaworld.co.in
Telephone: 011-42207478

IPCA will enrol residential societies and educational institutes to create on Plastic Waste Management. IPCA will also provide dustbin made up of Plastic waste for dropping of segregated Plastic. IPCA will also provide its logistic service for the collection and recycling of collected Plastic waste at mutually agreed frequency.

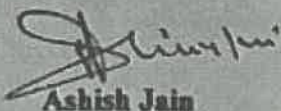
Following will be the role and responsibilities of the to implement the project successfully:

- Facilitating IPCA in conducting awareness workshops and training to the housekeeping staff on plastic waste management.
- A space for the installation of Dustbin (6 by 3 feet) or a common point for the collection of plastic waste.
- Facilitating IPCA in collecting and evaluating the plastic waste collection data along with the trip detail for the smooth running of the project.
- Allowing the Plastic Collection Vehicle to enter the premises and deploy a dedicated staff that will be responsible at the time of collection.
- Constitution of "**Waste Management Committee**" comprising of 5-6 active members (RWA, Management, Staff Members etc.) need to be formed at the start of the project. This committee will be responsible for the sustenance and effective functioning of the project during and after handing over the project.

At any given point of time during the project and even after handing over the project, if the Dustbin found to be unused or in poor condition, KLA and IPCA reserve the rights to withdraw it from your premises. (In order to resolve the issue, IPCA would give a time duration of one month to the management of Society before the withdraw Dustbin/ discontinuation of the project)

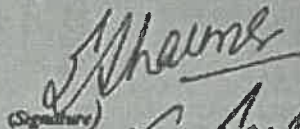
If you agree upon the above roles and responsibility and wants to make your Society plastic free by enrolling the project D.R.O.P, we would kindly request you to please sign two copies of the letter as a token of your acceptance.

With Regards,


Ashish Jain

Team Leader, IPCA

Signature of the Institution Authority


(Signature)

Name:

Dr. Sanjeev Sharma

Designation:

Pro VC & Registrar



Indian Pollution Control Association
3-5, DDA Shopping Complex,
Hargobind Enclave, Vikas Marg Ext. Delhi-110092
Website: www.ipcaworld.co.in
e-mail: info@ipcaworld.co.in
Telephone: 011-42207478

Date: 25/8/23

To,

The President RWA officials/ Principal of College/ School

Sushant University

Address: *Sector 55, Golf Course Road, Gurugram.*

Subject: Consent for participation in a Project SORT "Segregation Of waste for its Recycling and Treatment (S.O.R.T)" - under Phase 5 Delhi NCR

Dear Sir/Ma'am,

We are pleased to introduce Project S.O.R.T team to you consisting of the SLMTT CSR team and the NGO implementation partner designated by SLMTT for the project, Indian Pollution Control Association (IPCA). IPCA has been engaged in creating environmental awareness and implementing Integrated Solid Waste Management System across India since 2001 and has successfully developed cost effective and environmentally sound techniques for Solid Waste Management (SWM) treatment in India. IPCA strives to encourage the wise recycling of municipal solid waste for the benefit of the nation's economy and environmental sustainability. IPCA is working towards reducing municipal solid waste through source segregation and recycling by adopting a sustainable approach to Solid Waste Management.

With this objective, Swarn Lata Motherson Trust (SLMTT), through it's NGO partner IPCA, launched a project on "Segregation of Waste for its Recycling and Treatment (S.O.R.T)" in Delhi NCR in 2018. We are pleased to share here that we have completed 4 successful phases (from 2018-19, from 2019-2021, 2021-22 and 2022-23) and implemented the project at more than 125 locations in Delhi NCR, Mumbai and Pune including residential societies, schools, colleges, corporate offices and optimised the waste management process for them.

Based on your demonstrated interest and enthusiasm in environmental conservation and your adherence to the selection criteria for the project location, IPCA is pleased to announce that your Society/School/College/Organisation has been selected to participate in the sustainable solid waste management initiative. As part of this project, state-of-the-art, patented aerobic composters, designed and procured from Australia, will be installed on your premises. These composters will efficiently transform the wet waste generated within your premises into organic manure, which can subsequently be utilized to enhance the health and maintenance of the open areas, gardens, and parks within your premises. Furthermore, a plastic bin, constructed using recycled materials, will also be installed at your premises to facilitate the collection of segregated plastic waste, which will then be sent to a recycling facility.

In addition to the aforementioned activities, IPCA will also organize informative sessions, awareness workshops, training programs, and street plays specifically designed for the residents, students, employees, waste collectors, housekeeping staff, and maids/servants of the society/institute/corporates. These comprehensive awareness programs and engaging activities are

[Signature]
SUSHANT UNIVERSITY
GURUGRAM

aimed at educating and sensitizing the various stakeholders within the society or institution, equipping them with the necessary knowledge and skills for effectively handling and managing solid waste.

All the proposed activities above (installation, operation and maintenance of composters along with all training programmes and workshops) will be taken care by IPCA within the duration of 6 months from the date of signing the consent letter and the collection of plastic waste will be done as mutually agreed time.

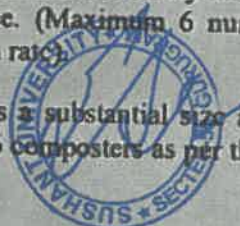
The following activities are proposed in the project:

S.No.	Activity Name	No. of Activity planned
1.	Signing of consent letter and formation of Waste Management Committee (WMC)	
2.	Pre Intervention KAP Study	1
3.	Training program for residents/Students/teachers	1
4.	Training program for Waste collectors/ Housekeeping staff/Kitchen Staff/Cleaning Staff/ Maids & Servants	1
5.	Demonstration of Waste Management to Students (for schools & colleges)	1
6.	Installation of Composters	As per req.
7.	Installation of Plastic Collection Bin	1
8.	Installation of Flower Plant Pots (2 pots per aerobin)	1
9.	Operation & Maintenance of composters	Monthly
10.	Post intervention KAP study	1
11.	Training for WMC members	1
12.	Exit Ceremony	1
13.	Street Play	1
14.	Volunteer engagement through Door to Door Campaigning, Stall Installation etc.	1

To ensure the success of the project, all stakeholders must fulfill specific responsibilities under Project SORT. The following outlines the roles and responsibilities of IPCA (the project implementing agency) and your society/institution (the beneficiary) in order to effectively implement the project:

Roles & Responsibilities of IPCA (Project Implementation Agency):

- Organize **informatory sessions**, awareness workshops, training programs, and **street plays** to educate and **sensitize** residents, waste collectors, housekeeping staff, and maids/servants.
- Install composters **and** a plastic collection bin in the society/institution and provide necessary tools for their operation and maintenance. (Maximum 6 numbers of composters will be provided in based on the waste segregation rate).
- In the event that the society demonstrates a substantial size and attains a segregation rate surpassing the predetermined capacity of 6 composters as per the CSR guidelines, IPCA will



facilitate the acquisition of supplementary composters from its authorized distributor at the most competitive market price.

- The formal monitoring and supervision of the operational efficiency of the composters, as well as the prompt resolution of any issues and challenges encountered, shall be undertaken throughout the project tenure of 6 months, commencing from the date of consent/letter signing.
- Delivering formal training and comprehensive assistance for proficiently conducting operation and maintenance activities related to the composters, as well as facilitating the seamless collection of plastic waste from the premises.
- Uplifting composter operators of the society by providing support, training, and opportunities for personal and professional growth. This creates a conducive environment and contributes to a healthier and more efficient waste management process.

Roles & Responsibilities of the society/ Institution (Beneficiary) towards Project S.O.R.T team:

- Allocate space for composters, mixing process, and manure drying process and for installing Plastic Collection Bin and also grant permission to put in place a board/banner with details of the project as determined by project SORT team.
- Constituting a "Waste Management Committee (WMC)" comprising of 5-6 active members (RWA members, senior citizens and youth volunteer residents, staff members) at the start of the project. The WMC will be responsible for the sustenance (ensuring segregation, operation and maintenance) and effective functioning of the project during and after handing over of the project.
- Allocate time for capacity building workshops and training programs for all stakeholders in the society/school/college.
- Appoint at least 2 housekeeping staff to operate the composters and plastic bin daily and provide their complete identification details (names, contact number of housekeeping staff and other details as requested) for project documentation purpose.
- Ensure the unhindered operation of composters by waste collectors/waste operators.
- Ensure and arrange segregated wet waste, plastic waste, and dry leaves under IPCA team's supervision.
- Maintain and upkeep composters and provided tools during the project.
- The project at the premises of the society is the responsibility of all the stakeholders including existing WMC and RWA/Club. In the event that during the course of the project's operational cycle, a new RWA/Club is formed, then the responsibility of the running the project should be handed over to new RWA/ WMC by the old WMC & RWA/Club. In the meantime, if society wants any input or training support from IPCA in transferring or handholding the project to new team then the same must be brought to IPCA's notice post which the IPCA team will take necessary actions.



- In case of change in WMC or RWA, it's the responsibility of the old RWA to inform Project S.O.R.T team before such a change is brought to action or atleast within 7 days of the handover to update the records and ensure the project runs smoothly.
- Keep IPCA informed about any changes in the WMC/RWA for easy communication.
- Ensure maintenance and upkeep of composters, plastic bin, and tools after Project S.O.R.T's exit.
- Provide regular updates to Project S.O.R.T on composters' functioning through reports and pictures on a monthly basis and assist in data collection related to the project, even after project completion.
- Facilitating ease of access for Project S.O.R.T team to monitor the operation and functioning of composters during the project tenure and even after the project tenure. *(Details of the visitors will be shared with the RWA/WMC/Club Members)*
- Submit an action plan for sustaining the project after Project S.O.R.T team's exit at the end of the project duration.
- Please note that the above roles and responsibilities may be modified as required from time to time in consultation with the respective CSR and government stakeholders. The same shall be brought to the notice of the RWA/WMC/Club Members for their necessary action and cooperation.

At any given point of time during the project and even after handing over the project, if the Composters or the Plastic Collection bin are found to be unused or in poor condition, SLMTT and IPCA reserve the rights to withdraw them from the society/ institution. Project S.O.R.T team reserve the rights to withdraw them from the society/ institution. In the unlikely case of such an event, a notice letter would be issued to the society and provide one month to the RWA/WMC/Club of the society to resolve the issue. At the end of the notice month, if the issue stands unresolved or no significant progress is seen on this front, it will lead to withdrawal of composters/plastic bins from the location and discontinuation of the project).

If you are in agreement with the aforementioned terms and express your interest in participating in Project S.O.R.T., we kindly request your esteemed signature on two copies of the letter as a symbol of your acceptance.

With Regards,

Ashish Jain

Ashish Jain
Director- IPCA

(Signature)

Name:

Designation



Dr. Tarjeer Sharma
Pro-VC Registrar



SURVEY FORM

Date: 20/8/2023

- Name of the Society/School/Institute: Sushant University
- Address of the Society/School/Institute:
Sector 55, Golf Course Road, Gurgaon
- Project Location Type:
Society ☐ School ☐ Institute ☐ College ☒
- Region/Zone:

- Contact Detail:
 - Name: Tajinder Kaur Anand, Mr.
 - Contact Number: 9582838524
 - E-Mail ID: _____

WILL BE FILLED BY IPCA ONLY

General Information	Reference Value	Remark
Number of Households/students/employees	6000 Nos	Students
Number of Occupied House (Applicable in societies)	Nos	
Total population of the premises	6400 Nos	
Total area of the premises	Sqm	
WASTE Collection Details	Reference Value	Remark
Name of Waste Collector/Company/Contractor	-	
Name of Estate Manager and Contact number	Naethu	9810036495
Name and contact number of Supervisor	-	
Name and contact Number of the Housekeeping staff	-	
Total number of housekeeping staff/Supervisor	45	
Timing of the waste collection	11:00 AM	



Pattern of Waste Collection (Description)	one point	
Segregation of waste at source	<input checked="" type="radio"/> Yes	<input type="radio"/> No
If Yes, In how many Bins	2	
If No, Segregation of waste at Housekeeping Level?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Total Wet waste in a day	20-30 kg	
Total dry waste in a day	450 kg kg	
Total Plastic Waste in a day	10 kg kg	
Total Hazardous Waste in a day	8 kg kg	
Comment (if any):		
On the basis of area	Reference Value	Remark
Is it a gated community/school/institute?	yes	
Number of flats/Classroom In the society/School/Institute	234	
Availability of space for putting composters	4*4 (each Composter)	
Adequate space for the operation and maintenance of Composters	9*4 (Tirpaal)	
Adequate space for harvesting and drying of manure	9*4 (Tirpaal)	
Agreed to put Flower pots around Aerobin?	2 for each Composter	
Adequate space for installation plastic bins		
Agreed to segregate plastic bins?		
Agreed to give plastic waste to SORT?		
On the basis Society Authority	Yes	No
Presence of RWA/AOA/CRM/Eco Club and any other?	<input checked="" type="checkbox"/>	
Facility of Door to door waste collection	<input checked="" type="checkbox"/>	
On-Site Composting Facility		
On the basis of project need		
Agree to Form a Waste Management Committee	<input checked="" type="checkbox"/>	
Ready to do source segregation – two/three and Plastic	<input checked="" type="checkbox"/>	
Agreed to self-sustain the project after 6 months	<input checked="" type="checkbox"/>	
Agreed to monitor the project on time to time basis	<input checked="" type="checkbox"/>	
Agree to conduct project Activities in society's/School's/Institute's premises	<input checked="" type="checkbox"/>	



Such as: Workshops for maids, servants, residents, WMC members, Supervisors, Waste collectors, Street Play, Workshop with Students and Staff etc.	✓		
Agree to allocate an Aerobin operator and a gardener for the project	✓		
Permission to hang banners/boards/hoardings inside the premises	✓		
On the basis of Document submission			
Can submit duly signed scanned copy of consent letter	✓		
Can Submit duly signed scanned copy of exit letter after project duration (6 months)	✓		
Can submit list of dedicated people under Waste Management Committee	✓		
Can submit Action Plan after handing over of the project			
Can submit details of Composter Operator (Name, ID proof)			
Pictures (Take pictures for the following)			
Picture of the space where Composters and plastic can be installed	✓		
Picture of the area where harvesting & sieving can be done	✓		

Signature:

<i>Aupta</i>	<i>Sandhya</i>	
Project Coordinator	Community Mobiliser	Field Supervisor

For Official Use only

Remark by the Project Manager:

University has a canteen and one hostel. They are ready to support us in implementing the project

Expected no. of composter that can be installed: 02

Status of the society/school/college/institute:

Selected ☒ Rejected ☐

Signature
(Project Coordinator)

Note: This document will not be shared with any stakeholder/beneficiary

[Signature]
Signature
(Team Leader)

Date:.....

To,

The Principal/Head of Institution,

.....*Sriharsh University*.....

Address.....*Sector 55, Golf Course Road*.....

.....*Gurgaon*.....

Subject: Letter of consent for participation in Project "Develop Responsible Outlook for Plastic (D.R.O.P.)"

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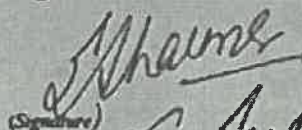
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With Regards,


Ashish Jain

Team Leader, IPCA

Signature of the Institution Authority


(Signature)

Name:

Designation:

Dr. Sanjeev Sharma
Pro VC & Registrar



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