



INTERNAL COMPLAINT CELL Policy

The **Internal Complaints Committee** (ICC) has been formed according to the provisions of the 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013'. The college is committed to provide for all members of its community who fall within its jurisdiction including its, academic, non-academic staff, contractual employees and laborers, and students at the place of work an environment free from any form of Sexual Harassment or exploitation. We commit

1. To hear and address **complaints** regarding sexual harassment at Bela College at earliest.
2. To spread awareness about gender-related issues and functioning of the ICC.
3. To submit Annual report of ICC.
4. To implement Good practices.
5. To work as per UGC (Prevention, Prohibition & Redressal of Sexual Harassment of Women employees and students in higher education institutions) Regulations, 2015
6. To organize training program as per SAKSHAM report.



Energy Policy

We the Managing Committee members' staff and the students are committed to continuously improve our energy performance in all our activities and services so as to make it Energy sustainable for future generation.

To achieve this we shall, in particular,

- Have in place an Energy Management System.
- Impart awareness to all Students, Employees, and Contractors on energy efficiency aspects and their contribution to Energy Management System.
- Comply with applicable legislation and organizational requirements pertinent to the energy management aspects.
- Encourage and promote Energy Waste Minimization, Energy Efficiency and Resource Conservation.
- Evaluate effectiveness of the Energy Management System through regular audits and expert reviews.

This policy shall be reviewed as per need and purpose of the organization.

Sd: Director/Coordinator, IQAC

Objectives:

- Energy Saving by 5 % from the consumption level of '18/19
- Compliance to IE Rules: 100%

Action Plan: Record readings daily and Review



Waste Management Policy

We the Management, staff, and students are committed to ensure the

- Disposal of wastes as per legal norms
- Reduction in the quantity of waste generated through waste minimization
- Reduction of the environmental impact of waste disposal through reuse, recycling and composting
- Safe handling and storage of waste on campus
- Provision of appropriate training for staff and students on waste management issues

This Policy shall be reviewed as per the need and purpose of the organization

To achieve this policy, the objectives and targets for '19/20 are

- 1.** To dispose of waste as per Legal Norms
- 2.** To reduce paper consumption by 5 %
- 3.** To Reduce Food Waste by 5 %
- 4.** To produce Compost by using waste, dry leaves and manure



Environmental Policy

We the students, staff and the College Management commit to improve environment by ensuring

- Compliance To applicable Legal Requirements
- Optimal use of natural resources
- Preventing pollution w.r.t. air, water and land
- The college will also prevent pollution by minimizing waste generation, Energy consumption.
- Monitoring of air and water as per norms
- The college will review and evaluate achievable environmental performance goals to ensure continual improvement of its EMS.

This Policy shall be reviewed as per need and purpose of the College

Objectives:

- 1.** Legal Compliance : 100%
- 2.** Saving of power, by 5% from the level of `18/19
- 3.** Saving water by 10% from the level of 18/19
- 4.** Saving of Paper by 5% from the LEVEL OF 18/19
- 5.** Plantation of variety of Trees by 5%

Sd: Director/Coordinator, IQAC

Date



Water Conservation Policy

We the students, staff and the College Management commit to conserve water. This shall be achieved by

- identifying the wastages
- to use water saving equipment's
- to make people aware about the water scarcity.
- to monitor the consumption of water on the monthly basis and provide awareness to all concerned.
- To participate in Jal Shakti Abhiyan

This Policy shall be reviewed as per need and purpose of the College

Objectives and Targets

To Save 10% water from the consumption of 18/19

Action Plan

- Control All water leakages
- Use Fountain for watering the green area.
- Install water meter
- To record daily water reading



Renewable Energy Policy

We the staff, students and the management commit ourselves to go for the renewable energy resources. This shall be achieved through awareness and training .

We shall review the progress on the yearly basis

Objectives and Targets:

To have awareness about the renewable energy resources and install at least one equipment in 20-21

Actions:

To have awareness sessions through prominent suppliers.

Sd: Director/Coordinator, IQAC



Carbon Accounting Policy

We the staff, students and the management commit ourselves that we will make aware ourselves about the Global Warming and try to reduce the greenhouse gases (**carbon** dioxide, methane, nitrous oxide, HFCs, PFCs **and** sulfur hexafluoride/SF6) which get produced through burning of LPG, wood, Diesel and Petrol.

We shall review the progress on the yearly basis.

Objectives and Targets:

To have awareness about the Carbon Accounting and reduce by 5%

Sd: Coordinator/Director, IQAC



'PLASTIC FREE CAMPUS' Policy

We the Management, staff, and students are committed to make campus Plastic free. This shall be achieved by:

- ✓ To ban use of single-use plastics in canteens, and in the institution's premises.
- ✓ To carry out awareness drives and sensitisation workshops/seminar/rally/ and other programs on the harmful impacts of single-use plastics.
- ✓ To mandate all students to avoid bringing non-bio-degradable plastic items to the institutions.
- ✓ To encourage students to sensitize their family members and neighbours, relatives etc. about the harmful effects of plastics and make their households 'plastic-free'
- ✓ To install necessary alternative facilities like water units to avoid the use of plastic water bottles
- ✓ To encourage the use of alternative instead of single plastic like cloth bags, paper bags, etc,

OBJECTIVES

- To create awareness
- To make campus plastic free

TARGETS: To make campus Plastic free



Differently Abled Persons (Divyangjan) 'Policy

We the Management, staff, and students are committed to make campus differently Abled. This shall be achieved by:

1. Provide facilities such as ramps, washrooms to handicapped students.
2. Availability of wheelchair during emergency situation.
3. Rights to have profound implications for equal access to opportunities for disabled students.
4. Moral support for differently abled.
5. Equal rights for them as per Govt. Policy.

IQAC, BELA