



SREEKRISHNAPURAM V.T. BHATTATHIRIPAD COLLEGE

Aided and Affiliated to University of Calicut, NAAC Accredited with B+ Grade

Phone (Office) : 0466-2268285 | Email : principalvtbcollege@gmail.com



CRITERION - VII INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 Institutional Values and Social Responsibilities



www.vtb.ac.in



Mannampatta P.O., Palakkad - 678 633

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7.1.2 Institutional Facilities and Initiatives

Green Initiatives

Circulars and Government Orders for Implementation

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Circular on Electric Vehicle Parking



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Date: 04/10/2023


Circular

Students and staff are requested to ensure that their electric vehicles are parked only in the designated areas.

To

All Heads of Department
The Office Superintendent
Notice board
Library




PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

Circular-restricted Entry of Automobiles in the Campus



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Date: 06/10/2022

Circular

With a view to promote green initiatives in the campus it has been decided to restrict entry of motorized vehicles including two wheelers beyond the parking area. Special permission is granted for vehicles of divyanjan and persons containing important persons and government guests.

To

All Heads of Department
The Office Superintendent
Notice board
Library




PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

Circular on E-waste Collection



SREEKRISHNAPURAM V.T. BHATTATHIRIPAD COLLEGE

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MANNAMPATTA P.O., PALAKKAD, PIN - 678 633

Phone (Office) : 0466-2268285

Email : principalvtbcollege@gmail.com, Web: www.vtb.ac.in

Date: 14/10/2022

Circular

Students and staff are required to participate in the e-waste collection program by depositing all E-waste only in the bins designated for this purpose on campus.

To

All Heads of Department
The Office Superintendent
Notice board
Library




PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

Circular on Campus Beautification



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Phone (Office) : 0466-2268285

Email : principalvtbcollege@gmail.com, Web: www.vtb.ac.in

Date: 17/08/2022

Circular

Students are required to participate actively in the campus beautification initiatives. Dispose of waste properly, care for plants, keep pathways clean, and report any damage immediately to the college authorities.

To

All Heads of Department
The Office Superintendent
Notice board
Library




PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

Circular on Food Waste Management



SREEKRISHNAPURAM V.T. BHATTATHIRIPAD COLLEGE

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Phone (Office) : 0466-2268285

Email : principalvtbcollege@gmail.com, Web: www.vtb.ac.in

Date: 06/10/2022

Circular

Dispose of food waste in the designated bins provided in the dining areas and throughout the campus.

Ensure that food waste is separated from recyclable and non-recyclable items, as per the waste segregation guidelines.

In case of accidental spills or food drops, clean up the area.

To

All Heads of Department
The Office Superintendent
Notice board
Library




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Date: 09/08/2022

Circular

In an effort to reduce carbon footprint and to keep the air clean and healthy, students are encouraged to plant sapling in the designated areas inside the campus. This activity will be conducted under the guidance of the NSS Programme Officers and Nature club co-ordinator, ensuring that each sapling is planted and nurtured correctly.

To

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The Office Superintendent
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Email : principalvtbcollege@gmail.com, Web: www.vtb.ac.in

Date: 01/06/2022

Circular

As part of our green protocol, all staff and students are banned to use single use plastics in the campus.

All departments should take efforts to conduct workshops and awareness programmes to educate students and staffs about the harmful effect of plastics.

To

All Heads of Department

The Office Superintendent

Notice board

Library




PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

Circular on Plastic waste in the Campus



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Phone (Office) : 0466-2268285

Email : principalvtbcollege@gmail.com, Web: www.vtb.ac.in

Date:12/07/2018

Circular

The plastic waste should be disposed in the designated bins placed inside the campus.

To

All Heads of Department

The Office Superintendent

Notice board

Library




PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633

Circular on Green protocol



SREEKRISHNAPURAM V.T. BHATTATHIRIPAD COLLEGE

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Email : principalvtbcollege@gmail.com, Web: www.vtb.ac.in

04/10/2018

Circular

In order to encourage green initiatives, it has been decided to implement green protocol in the college. As part of this try to implement following

- Avoid the use of all types of disposables (including plastic, paper) in daily life
- Always use cups and containers that can be washed and reused instead of those made of plastic or paper
- Avoid banned plastic materials; follow government rules in this regard
- Segregate bio and non-bio degradable; compost bio degradable at source using simple and appropriate composting devices
- Keep the non-bio degradable clean and dry and store separately based the type; hand it over to local body systems or scrap dealer for recycling
- Avoid 'use and throw' carry bags. Always use bags made of eco-friendly materials
- Always use cloth banners instead of flex
- Use bamboo baskets or ones made of eco-friendly materials instead of plastic waste baskets
- Always use eco-friendly materials like leaves ,flowers etc for decoration and while making bouquets for felicitating guests.

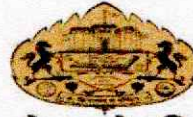
To

All Heads of Department
The Office Superintendent
Notice board

Library




PRINCIPAL
Sreekrishnapuram VT Bhattathiripad College
Mannampatta, Palakkad - 678633



सावित्रीबाई फुले पुणे विद्यापीठ, पुणे

(पूर्वीचे पुणे विद्यापीठ)

विद्यार्थी विकास मंडळ

गणेशखिंड, पुणे - ४११ ००७

प्रो.(डॉ.) सदानंद भोसले

एम.ए., पीएच.डी.

संचालक (अतिरिक्त कार्यभार)

संदर्भ: विविमं/२०१९-२०/४३२

दिनांक : ०४/०९/२०१९

प्रति,

मा. प्राचार्य/मा. संचालक/मा. विभागप्रमुख

सावित्रीबाई फुले पुणे विद्यापीठाशी संलग्नित सर्व महाविद्यालये व मान्यताप्राप्त परिसंस्था,

सावित्रीबाई फुले पुणे विद्यापीठातील सर्व पदवी व पदव्युत्तर विभाग.

विषय: स्वच्छता ही सेवा या उपक्रमाची प्रभावी अंमलबजावणी व अहवाल

संदर्भ: विश्वविद्यालय अनुदान आयोग पत्र क्र. D.O.No. F. 1-54/2019 (Website/Swachhta Hi Sewa), दि. ३० ऑगस्ट, २०१९ चे पत्र.

महोदय/महोदया,

केंद्र शासनमार्फत संपूर्ण देशात स्वच्छ भारत अभियानाची अंमलबजावणी सुरू आहे. देशाची प्रतिमा, आदर आणि प्रतिष्ठा तसेच प्रत्येक नागरिकांच्या राहणीमानाचा दर्जा सुधारण्यासाठी पायाभूत सुविधांची आवश्यकता पूर्ण करण्यासाठी संपूर्ण देशामध्ये स्वच्छ व स्वस्थ भारत संकल्पना राबविण्यात येत आहे याची आपणास कल्पना आहेच.

विश्वविद्यालय अनुदान आयोगाच्या उपरोक्त संदर्भीय पत्रान्वये स्वच्छता ही सेवा हे अभियान राबविण्याबाबत निर्देशित करण्यात आलेले आहे. या अभियानाला अनुसरून आपल्या आजूबाजूच्या परिसरात पडलेले प्लॉस्टिक श्रमदान करून एका मध्यवर्ती ठिकाणी गोळा करून आपल्या नगरपालिका/महानगरपालिका/ग्रामपंचायत यांना द्यावयाचे आहे.

याबाबतचे सविस्तर पत्र आपल्या माहिती व कार्यवाहीसाठी सोबत जोडले आहे. ह्या सर्व कार्यक्रमांचे व उपक्रमांचे आयोजन आपल्यामार्फत अतिशय काटेकोरपणे व्हावे आणि ह्या सर्वांचा चित्रफित/छायाचित्रांसहचा अहवाल (<https://www.ugc.ac.in/uamp>) या पोर्टलवर दि. ०२ ऑक्टोबर, २०१९ दुपारी ५.०० वाजेपर्यंत प्रकाशित करावा. कळावे, ही विनंती.

सोबत : वरीलप्रमाणे.

संचालक, (अतिरिक्त कार्यभार)

विद्यार्थी विकास मंडळ



ज्ञान-विज्ञान-विभूक्तये

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

बहादुरशाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

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D.O. No.F.1-54/2019 (Website/Swachhata Hi Sewa)

30th August, 2019

Subject: Participation in 'Swachhata Hi Sewa Campaign'

Respected Sir/ Madam,

'Swachhata Hi Sewa Campaign' is being launched by the Government of India from September 11, 2019 to October 2, 2019 with the aim to eliminate use of plastic and to dispose plastic waste. Towards achieving this objective through the Higher Education Institutions (HEIs), detailed guidelines are enclosed herewith which may be adopted in universities and colleges.

2. Further, the following activities may be undertaken:

- Starting from 11th September till 2nd October 2019, all students in every HEIs may be encouraged to do **Shramdaan** picking up any plastic waste in their surroundings and bringing them to a central location in the institution.
- The plastic waste so collected may be disposed off in consultation with the District/Municipal/Gram Panchayat administration on 2nd October so that it could be used for effective recycling or in road-construction or in cement industry.

3. Universities and their affiliated colleges are requested to upload the information with regard to the number of students, teachers, staff and officials who have participated in this campaign along with photographs and videos on the **University Activity Monitoring Portal** of UGC (<https://www.ugc.ac.in/uamp/>) under the event Swachhata Hi Sewa latest by 05:00 pm on 2nd October, 2019.

With kind regards,

Yours sincerely,

(Rajnish Jain)

To
The Vice Chancellors of all the Universities.



UNIVERSITY GRANTS COMMISSION

“Swachhata Hi Sewa Campaign”

UGC Guidelines for Ban of Plastic Use in Higher Education Institutions

Whereas plastic waste has emerged as one of the biggest environmental concerns adversely impacting the soil, water, health and well-being of citizens at large;

Whereas excess-consumption of plastic combined with limited waste disposal systems has become a challenge to the urban waste disposal systems, and has choked the rivers and water systems in rural areas;

Whereas the time has come for a systematic campaign to reduce the usage of plastic, especially the single use plastic;

Whereas the Government has decided to take plastic ban as a national level campaign to address the environmental hazards being and bring attitudinal changes that shun use of plastics; and

Whereas the educational institutions have the unique spread and influence to educate the students and households on the need for avoiding usage of plastics,

University Grants Commission hereby issues the following guidelines for all the higher educational institutions in the Country:

Guidelines

1. Scope of guidelines:

- (a) These guidelines are applicable to all the higher educational institutions (HEIs) in the Country.
- (b) They encourage HEIs (universities and colleges) to adopt policies and practices towards cleaner and plastic free campuses.

2. All the HEIs in the Country shall strive to make their campuses 'plastic-free' by systematically banning use of plastics and replacing the same with suitable environmental friendly substitutes.

3. Every HEI shall:

- a. Ban use of single-use plastics in canteens, shopping complexes in the institution's premises and hostels, etc.
- b. Carry out awareness drives and sensitization workshops on the harmful impacts of single use plastics.
- c. Mandate all students to avoid bringing non-bio-degradable plastic items to the institution.
- d. Encourage their students to sensitize their respective households about harmful effects of plastics and make their households 'plastic free'
- e. Install necessary alternative facilities like water units to avoid the use of plastic water bottles, and encourage use of alternative solutions like cloth bags, paper bags etc., instead of plastic bottles, bags, covers and other goods on campuses.

4. All HEIs which have adopted villages under Unnat Bharat Abhiyan shall undertake a campaign in their adopted villages till they are converted into 'plastic-free villages' through promoting awareness and encouraging shift to alternative products.



GOVERNMENT OF KERALA



Abstract

Higher Education - Revised Guidelines for the smooth functioning of campuses and hostels of Higher Education Institutions including Universities and Affiliated colleges - Approved - Orders issued.

HIGHER EDUCATION (E) DEPARTMENT

G.O.(Ms)No.252/2024/HEDN Dated, Thiruvananthapuram, 09-04-2024

- Read: 1. Circular No.26483/G1/15/H.Edn., dated 12.10.2015 of Higher Education (G) Department.
2. Circular No.G1/51/2016/H.Edn., dated 06.06.2016 of Higher Education (G) Department.
3. Report dated 29.01.2024 submitted by the Committee formulated as per G.O.(Rt)No.1749/2023/HEDN, dated 28.11.2023.
4. Order dated 18.01.2024 of the Hon'ble High Court in WP(C)No.40569 of 2023.

ORDER

Government had issued instructions for the smooth functioning of campuses and hostels of Universities and Affiliated colleges in the State, vide the Circulars read above.

2. Further, in the circumstances of the unfortunate incidents that took place in CUSAT in connection with the celebrations related to the TECHFEST in the University campus, Government formulated a Committee as per G.O. (Rt)No.1749/2023/HEDN, dated 28.11.2023, to put forward a set of guidelines to be followed in the campuses to prevent such incidents in future and for the smooth functioning of the campuses. The Committee submitted its report to Government.

3. Government have examined the Report in detail. On the basis of the suggestions made by the Committee, the instructions issued vide the Circulars read as 1st and 2nd papers above are revised and general orders are issued for the smooth functioning of campuses and hostels of Higher Education Institutions including Universities and Affiliated colleges, keeping in mind the safety and security of students in the institutions, with the following guidelines:

- (1) All Celebrations in the campus, including Union activities, should be held

only after getting prior permission from the Head of the Institution. Celebrations of any type should be communicated to the Head of the Institution through the Staff Advisor concerned at least five working days prior to the event, with programme details, guests attending, source of funds expenditure estimates etc. The 'Discipline Committee' should monitor and supervise the celebrations in the college.

(2) Students' Union activities should be supervised by a Committee chaired by the Head of the Institution with Staff Advisor as Convener and HoDs and Discipline Committee as members.

(3) All students have to wear identity tag in the campus.

(4) College Union Office has to function only during 8 a.m to 6 p.m., during the working days of the academic year. However, during any celebration time, Head of the Institution can extend the time up to 9 p.m. On summer vacation, the key of the Union Office should be kept with the Head of the Institution. The Head of the Institution or the Committee appointed by the College Council will conduct periodic visits to the College Union Office.

(5) No type of vehicles should be used during celebrations inside the college Campus & Hostels.

(6) Students vehicles will be allowed only up to the designated parking area. Entry beyond that point is strictly prohibited. The College authorities must provide security for the vehicles parked in the parking area. Expenses in this regard will be met from College Fund/PTA Fund.

(7) The Security of the Campus and Hostel is to be entrusted with Ex-service men, as far as possible.

(8) In order to monitor and supervise the functioning of the Hostels, separate Committees for Boys' and Girls' Hostels have to be constituted by the College Council with five members. The Head of the Institution shall be the Chairman/Chairperson, and Hostel Warden the Convener.

(9) If any complaint is received from Hostel inmates or from the public to the Head of the Institution about the misbehaviour of students or about activities like keeping weapons, consumption of alcohol, using drugs in campus / hostel rooms etc., steps will be taken as per the rules in force. The Committee intended for Hostels must be vigilant and effective. Room of Security personnel should be located near to the entry gate.

- (10) CCTV Cameras will be installed in selected common places such as Entrance/Exit gate of the College and Hostel.
- (11) Public, including former students, will be allowed to enter the college campus only for genuine reasons. They will not be allowed to enter the class rooms and hostel rooms in any case.
- (12) Programmes by External agencies / Professional groups / Paid programmes such as Musical events shall be permitted inside or outside the campus only on strict observance of the following conditions:
- i. Complete information regarding the programme should be communicated to the Head of the Institution at least five working days prior to the event and prior permission sought from the Head of the Institution, who shall issue sanction in consultation with Institutional Risk Management Committee (IRMC) in all cases.
 - ii. Members of teaching faculty must be present at the venue to oversee smooth conduct of the programme.
 - iii. Presence and supervision of Police and Fire & Rescue Force personnel in the venue must be ensured by the Head of the Institution.
 - iv. Medical team with ambulances, crowd management facilities, disaster management facilities, etc must be ensured at the venue.
- (13) Bike race/motor car race/elephant procession or activities of similar nature should not be permitted inside the Campus/Hostels.
- (14) In the interest of security of students, Police shall be informed well in advance about all festival celebrations.
- (15) Counselling service/Social work service may be arranged to cope with student problems. Individual/group counselling may be arranged. Anti Ragging awareness programmes must be conducted. Activities like NSS/NCC/Yoga/Sports may be encouraged.
- (16) For all Students' Programme in the campus, presence of teachers is mandatory. The Students' Programme should not be permitted beyond 9 p.m. under any circumstance.
- (17) Complaint Redressal Mechanism / Grievance Cell must be formed in all Colleges. Complaint Box must also be installed in all colleges. One complaint box is to be separately marked for lodging complaints addressed to the Police. The mobile number of the Police Officer at District level must be clearly mentioned on the Complaint Box.

4. In order to ensure institutional safety in the campuses covering all type of possible disasters including the potential risk associated with the events and other mass gatherings organized in the campuses, an Institutional Risk Management Committee (IRMC) shall be formed forthwith to undertake periodic audit of all facilities that are prone to risk in an institution. The constitution of the Committee shall be as follows:

For Universities : The Committee shall be chaired by the Vice Chancellor/Campus Director and shall consist of Dean-Student Affairs, Registrar or Chief Administrative Officer, 2 Senior Professors, a member of Engineering staff, a representative of student union and one member of district disaster management authority as an external member.

For colleges : The Committee shall be chaired by the Principal and shall consist of the staff advisor of the college union, 2 Senior teachers, the Administrative Assistant/Superintendent of the college office, a member of Engineering staff if available, a representative of student union and one member of district disaster management authority as an external member.

The IRMC shall conduct institutional risk audit at least once in six months. The purpose of the audit is to ensure that all facilities used by students comply with the building and fire safety rules put up by the Government. Further, any event with a participation of 200 or more participants can be organized in the campus only after the IRMC approves the plan for the same in advance. The IRMC shall be responsible for periodic assessment of the vulnerabilities in the infrastructure and suggest measures to mitigate such vulnerabilities.

5. Higher Education Institutions (HEIs) in the State, which includes Universities, Colleges, Professional Schools, Institutes of Technology etc. must develop a Disaster Management Plan defining procedures to confine, contain, consolidate and control the emergency and crisis. This plan must include identification of expected emergencies in the institute, developing a system of warnings, communication protocols within and outside the Institution (including usage of a public address system), identification of evacuation routes, access by emergency vehicles and care of students with special needs. The Disaster Management Plan must also include stockpiling of emergency equipment and materials, and the list of allocated safe zones, in case required. In the events or festivities conducted in auditoria or temporary premises, the proper process of identifying the risk and mitigation plan must be worked out by the IRMC. A site map should be included in the plan, designating planned evacuation routes and assembly areas. The same should be displayed on key places on campus and on each floor of the institute buildings. A copy of each institution's plot map and

floor plan with these details must be submitted to the District Disaster Management Authority, Police and LSGIs.

6. Code of Conduct for organising programmes in the Institute and its premises:

General Instructions

- The conduct of programmes should be announced at least 5 days in advance by the authorities.
- All programs with a participation of more than 200 participants must have a detailed plan prepared by the organisers and approved by the IRMC. The plan must provide details of venue, crowd management plan and disaster management plan.
- General guidelines of the programme must be informed to the students well in advance.
- Performers from outside must be restricted, and if unavoidable, special permission should be taken from the authorities as per clause 3(12) above.
- Such programmes must be informed to the Police, Fire & Rescue forces, and LSGIs.
- The maximum number of people that can be accommodated in a hall / open area must be restricted considering 5 people per sq.m as the standard. This must also be properly and prominently displayed at the venue. Wherever possible, especially in technical institutions, technology based automatic crowd detection systems must be installed so that actual number of persons accommodated in a venue shall be available easily. In any case, such number shall not exceed the maximum number permitted under any circumstance.
- Long queues and crowds should be avoided.
- No firecrackers, food preparation or use of inflammable materials must be allowed in the venue.
- Zones of emergency response with the help of trained volunteers must be made mandatory.
- Clear instructions must be given to the students about the exit pathways and the measures taken during emergency situations before every programme.
- Medical teams for emergency situations are mandatory for all large gatherings.

- A proper briefing about the crowd control arrangements must be announced by the organisers / administration in the local electronic media/press and on display boards at the venue so that the persons attending the gathering know the arrangements. It must also be announced through microphone at the venue before the start of a programme.
- The institute's senior faculty/administrative officer shall be in charge of the control room to deal with any emergency situation during the programs. He/She shall be assisted by the other faculty members and student volunteers (NCC, NSS etc).

Instructions to conduct Programmes in closed auditoria

- Separate entrances and exits must be allotted.
- Multiple exit pathways must be ensured.
- Clear instructions about the exit pathways must be displayed.
- Long queues should be avoided.
- Programmes may be conducted preferably on the ground floor; if not possible, extra care must be taken for emergencies.
- There must be separate entrance and exit pathways for the differently abled with proper ramps.
- No food preparation or use of inflammable materials shall be allowed in the program hall.
- Proper backup of power supply shall be ensured during the conduct of programmes.
- CCTV shall be installed in all auditoria without fail and shall be in working condition.

Instructions to conduct Programmes in open spaces/grounds

- Separate entrances and exits must be allotted.
- Multiple exit pathways must be ensured.
- Clear instructions about the exit pathways must be displayed.
- Long queues should be avoided.
- The maximum number of people accommodated in the ground should be displayed, considering 5 people per sq. m as the standard.
- No fire crackers, food preparation or use of inflammable materials will be allowed.

- Proper backup of power supply must be ensured during the conduct of programmes.
- CCTV shall be installed and shall be in working condition.

7. In addition to the above, the Head of Institution shall ensure that training is imparted to students for performing specialised roles as part of the Institute Disaster Management Plan. Teaching and Non-Teaching staff shall be given appropriate training in disaster risk reduction. Involvement of LSGIs / Urban Local Bodies and Line Departments shall be ensured in safety planning exercises by the Head of the Institution.

(By order of the Governor)
ANILKUMAR V.S
ADDITIONAL SECRETARY

To:

1. The Advocate General, Kerala, Ernakulam. (with C/L)
2. The Director of Collegiate Education, Thiruvananthapuram.
3. The Director of Technical Education, Thiruvananthapuram.
4. The Registrar,
Kerala / Mahatma Gandhi / Calicut / Kannur / CUSAT / NUALS /
Thunchathezhuthachan Malayalam / Sree Sankaracharya Sanskrit /
A.P.J.Abdul Kalam Technological / Sreenarayanaguru Open --- University.
5. The Additional Chief Secretary, Home & Vigilance Department.
6. The Principal Secretary, Revenue and Disaster Management Department.
7. The Principal Secretary, Local Self Government Department.
8. www.highereducation.gov.in
9. Stock File /Office Copy (HDN-E2/65/2024-HEDN)

Forwarded /By order

Signed by

Kumari Prameela S

Date: 09-04-2024 17:01:38

Section Officer

Copy to:-

1. Private Secretary to the Minister for Higher Education Department.
2. PA to Principal Secretary, Higher Education Department.