



**UNNAMALAI INSTITUTE OF TECHNOLOGY**

**Suba Nagar, Kovilpatti – 628502**

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai

An ISO 9001:2015 Certified Institution

**Standard Operating  
Procedure for  
WASTE MANAGEMENT**

Approved in the Governing body meeting held on **January 25, 2023**

**Dr. D. RAVINDRAN, M.E., Ph.D.,**  
Principal  
Unnamalai Institute of Technology  
Suba Nagar, KOVILPATTI - 628 502.  
Thoothukudi District





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UIT/Circular/Principal/2022-2023/01

Date: 04.06.2022

## CIRCULAR

In pursuance of the approval passed in the Governing Body meeting held on 25/01/2023, it is hereby notified that Unnamalai Institute of Technology has published Standard Operating Procedure (SOP) for waste management.

The Standard Operating Procedure (SOP) for waste management would serve as a detailed guidance to be observed and followed with immediate effect.

Principal

PRINCIPAL  
Unnamalai Institute of Technology  
Suba Nagar, KOVILPATTI - 628 502  
Thoothukudi (Dt)

## COPY TO

- The Chairman for kind information.
- To be circulated among Staff members
- To be read in all II, III and IV B.E. classes
- Notice board.

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## PREFACE

With increasing generation of waste due to routine activities of our Institute, an appropriate scientific system to ensure effective waste disposal / management has been implemented. Waste in general terms would be defined as unwanted and undesirable. The indiscriminate disposal of waste, both liquid and solid, adversely affects the environment by degrading it, which poses health risk to the human population exposed to it. So it is mandatory to reduce waste through appropriate corrective / remedial measures like creating awareness about proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards, etc.

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## STANDARD OPERATING PROCEDURE FOR WASTE MANAGEMENT IN UNNAMALAI INSTITUTE OF TECHNOLOGY, KOVILPATTI

The scope of the Standard Operating Procedure (SOP) would ensure Healthy Well being of all our Stakeholders through absolute maintenance a 'Swachh Campus'. It has been enforced as the Universal responsibility of all the functioning departments of our campus. All employees, visitors and others must comply with applicable procedures to maintain clean, hygienic, eco-friendly campus. The intent of the SOP is to provide guidelines for waste collection, management and disposal.

### OBJECTIVES

The objectives of the SOP for Waste Management are:

- To provide guidelines for categorizing the waste materials
- To give an insight to identify any potential environmental impacts due to accumulation of waste
- To recommend appropriate waste handling and disposal measures

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## FACILITIES FOR PROVIDING WASTE MANAGEMENT

### **Solid Waste Management:**

Solid waste management would be accomplished either by in house utilization/ consumption or by outsourcing its collection and disposal to an authorized agency. Over 100 bins have been kept across the campus for collection of the solid waste disposed from different sources (labs / departments / Housekeeping / other operational or process based activities) in the campus.

These bins would be coded with specific colour to identify it under the category of solid waste, viz.

**Green** – Biodegradable, organic waste like cooked food, vegetables, fruit, leaves etc.

**Blue** – Recyclable waste like paper, cartons, cans, metallic items etc.

**Red** – Non-degradable waste like glass, blades, expired medicine, bandages etc.

### **Non – Biodegradable Solid Waste:**

Collection and disposal of all non-biodegradable solid waste has been outsourced to authorized agencies. The college has tied up with the local (Waste disposal) contractors for the disposal of non-degradable solid waste at the dumping yard approved by Government.

Plastic waste would be segregated and recycled by sending it to industry.

E Waste management system has been out sourced from a private (Waste disposal) contractor.

They would collect and dispose waste as per environmental norms.

### **Procedure for Recyclable Waste Disposal:**

The College has adopted a minimum and essential use of paper and other recyclable materials, which helps in the conservation of resources. The waste paper and used recyclable wastes would be collected from labs / Departments and sent to panchayat board Units functioning around Ayyaneri.

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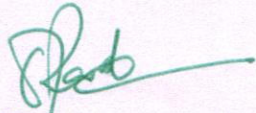
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## FREQUENCY OF WASTE DISPOSAL

S.No	Type of Waste	Disposal schedule
1	Solid Waste	Daily basis
	Plastic Waste	Daily basis
	Paper waste	Monthly once
2	E Waste	Monthly basis
3	Water recycling system	Monthly basis

In view of the above, Unnamalai Institute of Technology, Kovilpatti aims at:

- Improving cleanliness and maintain environment friendly campus
- Ensuring effective waste management through recycling and proper disposal system
- Creating awareness of waste collection methodologies and educating the students, staff and other stake holders on waste collection and disposal

  
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## MEMORANDUM OF UNDERSTANDING (MoU)

BETWEEN

UNNAMALAI INSTITUTE OF TECHNOLOGY, KOVILPATTI

AND

AYYANERI PANCHAYAT, KOVILPATTI

This Memorandum of Understanding (hereinafter called as the 'MoU') is entered into on this the 25<sup>th</sup> day of January 2023 by and between **Unnamalai Institute of Technology, Kovilpatti** and **Ayyaneri Panchayat, Kovilpatti**.

**Unnamalai Institute of Technology**, the First party represented herein by its Head of Institution **Unnamalai Institute of Technology, Kovilpatti** and **Ayyaneri Panchayat, Kovilpatti**, the Second Party represented herein by President.

WHEREAS:

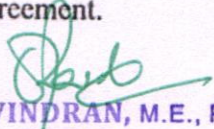
- First Party is a Higher Educational Institution, **Unnamalai Institute of Technology, Kovilpatti**. Second Party is **Ayyaneri Panchayat, Kovilpatti**.
- The Parties intent to cooperate and focus their efforts on cooperation within area of health awareness, social awareness, Education awareness, Women Empowerment, ban Plastic usage and tree plantation.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH IN THIS MOU, THE PARTIES HERETO AGREE AS FOLLOWS:

### CLAUSE 1

### COOPERATION

- Both Parties are united by common interests and objectives, and they shall establish co-operation.
- First Party and Second Party co-operation will facilitate effective utilization of the Programs.
- The Parties shall co-operate with each other and shall as promptly as is responsibly practical, relevant agreement.

  
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## CLAUSE 2

### PURPOSE/SCOPE

Unnamalai Institute of Technology and Gram panchayat Ayyaneri have developed the Memorandum of Understanding (MoU) to achieve the following goals:

- 2.1 To maintain a healthy relationship between Grama Panchayat, Ayyaneri and Unnamalai Institute of Technology, Kovilpatti.
- 2.2 To maintain a healthy positive environment for the students in the campus.
- 2.3 To promote the concept of recycling the paper waste and other solid waste including plastic waste among the students.
- 2.4 To support implementing green initiatives, especially the waste management activities within the campus.

## CLAUSE 3

### VALIDITY

- 3.1 The Tenure of this MoU agreement shall come into force on 25<sup>th</sup> January 2023 and shall for three years; 24<sup>th</sup> January 2026.

## CLAUSE 4

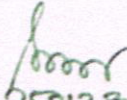
### RELATIONSHIP BETWEEN THE PARTIES

- 4.1 It is expressly agreed that First Party and Second Party are acting under this MoU as independent contractors, and the relationship established under this MoU shall not be construed as a partnership.

## CLAUSE 5


### RESPONSIBILITY

- 5.1 Second party shall collect degradable and non degradable waste including e waste and other scraps such as plastic waste by its representatives in every two months or at a lesser time period after informing first party at least 24 hours prior.

  
25/1/23  
First Party

PRINCIPAL  
Unnamalai Institute of Technology  
Suba Nagar, KOVILPATTI - 628 502.  
Thoothukudi (Dt)

K.சிந்திரா  
25-1-2023  
Second Party  
அய்யனேரி ஊராட்சி மற்றும்  
குருவிசுளம் ஒன்றியம்

  
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