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Medhavi Skills University

Minimisation of disposable items extended to outsourced services and supply chain

W.e.f.: 26th November 2024

Medhavi Skills University is committed to promote environmental sustainability, responsible service delivery, and the efficient use of resources across its institutional operations. The University acknowledges that service-related activities, including catering, housekeeping, maintenance, event management, transportation, healthcare support, and outsourced services, may involve the consumption of disposable products and materials, contributing to waste generation and adverse environmental impacts. Accordingly, the University seeks to encourage sustainable service practices, minimise the use of single-use items, and promote environmentally responsible alternatives across its campus and service operations.

This Policy extends the University's commitment to minimizing disposable items in service-based operations, ensuring that sustainability principles are integrated into all internal and outsourced services across the University.

Purpose

The purpose of this Policy is to regulate and minimize the use of disposable items in all service-related activities of the University by promoting reusable, durable, and environmentally sustainable alternatives while maintaining efficiency, hygiene, and service quality.

Scope and Applicability

This Policy applies to:

- All service units operating within the University, including cafeterias, housekeeping, maintenance, transportation, hostels, health services, and event management.
- All outsourced service providers, contractors, vendors, and agencies.
- All University-organized programs, conferences, workshops, seminars, and events involving service delivery.
- Students, faculty, staff members, support personnel, visitors, and other stakeholders utilizing University services.

Policy Statement

The University adopts a disposable-item minimization approach in all service operations to reduce waste generation, prevent unnecessary consumption, and promote environmentally responsible practices across the campus.

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Disposable items shall be avoided wherever reusable or sustainable alternatives are available and practical, without compromising health, safety, operational efficiency, or service standards.

Disposable Items in Service Operations

This Policy covers disposable items commonly used in services, including but not limited to:

- Single-use cups, plates, cutlery, trays, straws, and packaging materials used in food services.
- Disposable cleaning materials, wipes, and service consumables.
- Single-use water bottles and food containers in service areas.
- Disposable items used during meetings, events, workshops, guest services, and institutional functions.
- Packaging materials and consumables utilized by outsourced vendors and contractors.

Sustainable Service Practices

The University shall promote the following sustainable practices:

- Use of reusable crockery, cutlery, and serving materials in cafeterias and hostels.
- Installation of refill stations for drinking water and cleaning supplies wherever feasible.
- Preference for durable, washable, recyclable, or compostable alternatives when reuse is not possible.
- Reduction of excessive packaging and unnecessary disposables in service supply chains.
- Encouragement of digital communication and paperless service processes wherever applicable.

Procurement and Outsourced Services

- Service agreements, contracts, and MoUs shall incorporate clauses encouraging the reduction of disposable items.
- Preference shall be given to vendors and service providers adopting environmentally responsible and low-waste practices.
- Contractors and outsourced agencies must comply with the University's sustainability and waste minimization policies.
- Procurement decisions shall consider environmental impacts alongside operational requirements.



Waste Segregation and Responsible Disposal

- Any unavoidable disposable waste generated through services shall be segregated at the source.
- Recyclable and compostable materials shall be directed to appropriate waste streams.
- Mixing of service-generated waste with other categories of waste shall be discouraged.
- Service personnel shall follow the University's waste management and recycling procedures.

Roles and Responsibilities

University Administration

Provide policy oversight, institutional support, monitoring, and periodic review of implementation.

Service Units and Facility Management

Ensure implementation of disposable-item minimization practices in routine service operations.

Procurement and Contract Management

Integrate sustainability requirements into procurement processes, vendor selection, and service contracts.

Outsourced Service Providers

Comply with all University guidelines related to disposable-item reduction and sustainable service practices.

Students, Staff, and Service Users

Support responsible consumption and actively cooperate in sustainable campus initiatives.

Awareness and Capacity Building

The University shall promote awareness of this Policy through:

- Orientation and training programs for service staff and vendors.
- Display of sustainability guidelines in service and common-use areas.
- Student and employee engagement campaigns on responsible consumption.
- Workshops, seminars, and awareness drives on waste reduction and sustainable practices.

Review

This policy shall be reviewed every three years, or earlier as necessary, to ensure its continued relevance and effectiveness.

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