Medhavi Skills University

Policy on Waste Disposal to Landfill and Recycling

W.e.f.: 5th November 2024

The University is committed to minimize the quantity of waste sent to landfill by promoting waste reduction, segregation, reuse, recycling and composting. This Policy establishes a systematic mechanism for measuring and recording the quantity of waste generated, recycled, composted and disposed of in landfills, enabling the University to monitor performance, evaluate progress and achieve continuous improvement year by year. The Policy supports the University's Mission LiFE (Lifestyle for Environment) initiatives, campus cleanliness drives and awareness programmes on waste segregation, responsible waste management and recycling, fostering a clean, sustainable and environmentally responsible campus.

Scope

This Policy covers non-hazardous waste from all faculties, constituent colleges, hospitals, laboratories, hostels, canteens, offices, workshops and grounds. Hazardous waste is handled under the University's Policy on the Disposal of Hazardous Waste Materials.

Definitions

Landfill waste: Residual waste that cannot be reused, recycled or composted and is sent for final disposal at a landfill or dumping site.

Recycled waste: Waste diverted from disposal to be processed into new materials or products, including composted organic waste.

Outsourced services: Contracted services on campus (for example food catering and canteens, cleaning, security guards and similar services).

Policy Statement

The University will follow the waste hierarchy of reduce, reuse, recycle and recover, with landfill as the last resort. It will segregate waste at source, measure what leaves campus, and set targets to increase recycling and reduce landfill.

Segregation at Source

Waste shall be separated at the point of generation into at least three streams, using clearly labelled bins: wet or biodegradable waste, dry recyclable waste (paper, cardboard, plastics, metals and glass), and residual waste. Electronic waste shall be kept apart and passed on only to authorized recyclers. Wet waste shall be composted or sent to an authorized processor wherever possible.

Measurement, Monitoring and Reporting

1. **Weighing and Record-Keeping**: Each waste collection point shall maintain records of waste generated, segregated by waste stream, including residual waste sent to landfill, recyclable materials, composted organic waste and electronic waste. The weight of waste

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shall be recorded at least monthly. Where direct weighing is not feasible, a documented and consistently applied volume-to-weight conversion method shall be used.

2. **Supporting Evidence**: Waste measurement records shall be supported by relevant documentary evidence, including weighbridge slips, waste collector receipts, authorised recycler certificates, composting records and other applicable disposal or transfer records.

3. **Performance Indicators**: The Maintenance Committee shall periodically assess waste management performance using the following indicators:

- Total waste generated during the reporting period.
- Total quantity of residual waste sent to landfill.
- Total quantity of waste recycled or composted.

Recycling and Composting Rate: The percentage of total waste generated that is recycled or composted.

Waste Generation per Person: The total quantity of waste generated divided by the number of persons covered during the reporting period, using a consistent and documented methodology.

4. **Reporting and Review**: All concerned units, departments and facilities shall submit waste management data and supporting evidence to the Maintenance Committee on a quarterly basis. The Committee shall consolidate and review the data, assess progress against established targets, identify areas for improvement and submit an annual waste management performance report to the Registrar office.

Targets

The first twelve months shall establish a baseline. The Committee shall then set annual targets to reduce landfill waste and raise the recycling rate and shall review them each year.

Extensions

This Policy extends to outsourced services and the supply chain. Contractors providing outsourced services on campus, such as food catering and canteens, cleaning and security, shall follow the University's segregation system, shall not mix segregated waste, and shall provide weight or volume data for the waste they generate or collect.

Waste requirements shall be written into service contracts, and cleaning contractors shall deliver waste only to the designated collection points and authorized handlers. Suppliers shall be encouraged to reduce packaging and to take back packaging and pallets where practicable. Contractors who do not comply shall be required to correct the shortcoming and, if it continues, may face penalties or termination of the contract.

Review

This Policy shall be reviewed at least once every three years, or earlier if required due to changes in applicable legislation, regulatory requirements, University operations or identified needs for improvement.

