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Medhavi Skills University

WASTE DISPOSAL AND HAZARDOUS MATERIALS MANAGEMENT POLICY

W.e.f.: 5th November 2024

Medhavi Skills University, Sikkim, is committed to environmentally responsible waste management, pollution prevention, resource conservation and the safe handling and disposal of hazardous materials. Recognising the environmental and public health risks associated with improper waste disposal, the University shall promote waste minimisation, segregation at source, reuse, recycling, safe treatment and authorised disposal across its institutional operations.

The University aims to minimise the adverse environmental impacts of its academic, laboratory, administrative, residential, healthcare-related and service activities through responsible waste-management practices, regulatory compliance and continuous environmental improvement.

Objectives

The objectives of this policy are to:

- Ensure the safe collection, segregation, storage, transportation, treatment and disposal of waste generated by University activities.
- Prevent contamination of soil, surface water, groundwater and the surrounding environment.
- Ensure the safe management of hazardous chemicals, laboratory waste, biomedical waste, electronic waste, batteries and other regulated waste streams, wherever applicable.
- Promote waste reduction, recycling, resource recovery and the responsible use of materials.
- Create awareness among students, faculty, staff, laboratory personnel, contractors and service providers regarding environmentally responsible waste management.
- Establish transparent documentation, monitoring and accountability mechanisms to support continuous improvement in environmental performance.

Scope and Applicability

This policy applies to all University campuses, academic departments, laboratories, workshops, offices, hostels, cafeterias, healthcare facilities, maintenance activities, construction and renovation works, and outsourced services. It covers waste generated by students, faculty members, employees, research personnel, contractors, vendors and other authorised campus users.

All departments and service providers shall comply with this policy and the applicable environmental, health and safety requirements relevant to their activities.

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Waste Segregation and Disposal

The University shall promote segregation of waste at its point of generation through designated and appropriately labelled containers. General waste, biodegradable waste, recyclable materials, hazardous waste, biomedical waste, electronic waste and other regulated waste streams shall be managed separately, as applicable.

Waste shall not be indiscriminately mixed, openly burned, dumped on land or discharged into drains, water bodies or the surrounding environment. Reusable and recyclable materials shall be recovered wherever practicable, while residual waste shall be transferred to appropriate collection, treatment or disposal facilities.

Departments shall take reasonable measures to reduce avoidable waste generation through efficient resource use, responsible purchasing, reuse of suitable materials and environmentally responsible operational practices.

Hazardous Materials Management

Hazardous materials and waste arising from laboratories, workshops, maintenance operations, healthcare-related activities and other University operations shall be identified, handled, stored and disposed of in accordance with their nature and applicable statutory requirements.

The University shall ensure that:

1. Hazardous chemicals and materials are appropriately labelled, inventoried and stored in designated, secure areas with suitable safety measures.
2. Incompatible chemicals and hazardous substances are stored separately, with access restricted to authorised personnel.
3. Laboratory chemicals, contaminated materials, used oils, solvents, batteries and other hazardous waste are not mixed with general waste.
4. Appropriate personal protective equipment, safety instructions and spill-response arrangements are provided wherever necessary.
5. Hazardous waste is transferred only to appropriately authorised recyclers, treatment facilities or disposal agencies, as required under applicable regulations.
6. Staff handling hazardous materials receive suitable training in safe handling, storage, emergency response and disposal procedures.

Where hazardous substances are spilled or accidentally released, the incident shall be reported promptly and managed by trained personnel using appropriate containment and response procedures.

Management of Special Waste Streams

The University shall adopt appropriate procedures for managing specific waste categories:



- **Biomedical waste:** Waste generated by healthcare facilities, clinical activities or relevant laboratories shall be segregated, stored, treated and disposed of through authorised channels in accordance with applicable biomedical waste requirements.
- **Electronic waste:** Discarded computers, electronic equipment, electrical components and related materials shall be channelled to authorised recyclers or collection systems, as applicable.
- **Batteries and waste oils:** These materials shall be collected separately, stored safely and transferred through appropriate authorised channels.
- **Laboratory and chemical waste:** Chemical residues, expired reagents and contaminated laboratory materials shall be assessed and managed according to their hazardous properties and applicable requirements.
- **Construction and maintenance waste:** Waste from repairs, renovation and construction shall be segregated and sent for appropriate recovery, recycling or authorised disposal, as applicable.

The University shall maintain suitable records of collection and disposal to demonstrate responsible management of these waste streams.

Roles, Responsibilities and Awareness

The University administration, through a designated environmental or waste-management committee or officer, shall coordinate policy implementation, monitor compliance and periodically review waste-management arrangements.

Heads of departments and laboratory in-charges shall ensure appropriate segregation, safe storage and record-keeping within their respective areas. Housekeeping personnel, contractors and service providers shall follow prescribed collection, handling and transportation procedures. Faculty members and students shall contribute by observing segregation instructions, avoiding littering and participating in awareness initiatives.

The University shall organise appropriate awareness programmes, safety briefings, training sessions and communication activities to encourage responsible waste disposal and strengthen environmental awareness across the campus.

Monitoring, Documentation and Compliance

The University shall maintain appropriate records of waste generation, segregation, collection, recycling, treatment and disposal, wherever applicable. Records may include waste inventories, inspection reports, training attendance, authorised agency details, collection receipts, disposal certificates and incident reports.

Periodic inspections may be conducted to identify gaps in segregation, storage, handling and disposal practices and to implement corrective measures. The University shall comply with applicable environmental legislation, relevant waste-management rules, pollution-control directions and conditions imposed by competent authorities.

Policy Review

This policy shall be reviewed every three years, or earlier if required, to ensure continued relevance, regulatory compliance and alignment with evolving environmental standards and sustainable waste-management practices.

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