



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS



Internal Quality Assurance Cell (IQAC)

Green and Clean Campus Policy

INTERNAL QUALITY ASSURANCE CELL



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GREEN AND CLEAN CAMPUS POLICY

OBJECTIVE

The institution have designed Green and Clean Campus Policy to achieve following objectives:

- To maintain a clean and hygienic learning environment in the classrooms, library staff rooms and office.
- To have safe and hygienic washroom facilities in the campus premises.
- To maintain a clean corridor, lifts and open spaces.
- To educate students and staff for maintaining cleanliness across the campus.
- To maintain green campus.
- To maintain plants and naming of plants at backside of College campus.

THE POLICIES

1. Classrooms, Computer Lab and Library:

- Classrooms, Laboratories and libraries should be provided with a dustbin for dry waste.
- Each classroom, laboratories and library should be cleaned every day.



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- Students are not allowed to litter in the classroom, laboratories and library.
- Eating and drinking in the library and laboratory is strictly prohibited
- Separate space will be provided to Students for keeping their bags in the library and computer Lab.

2. Staff room and Administrative office:

- Lockers are provided to each faculty member to keep their belongings, books and other teaching materials.
- Separate cabinets are provided to Committee in charges to keep all their documents and files.
- Faculty members should use a dustbin to dispose of waste.
- Used disposable cups and other packaging are not allowed on the tables.
- Students' assignments and projects should be stocked properly in storage cupboards without creating hindrance to other staff members.
- Staffroom and office should be cleaned every day.

3. Washroom :

- Regular cleaning schedule of washrooms maintained by housekeeping staff.
- Each floor has dedicated staff for washroom cleaning.
- Dustbins are provided in all washrooms.
- Students and staff should be educated about the usage of washrooms and disposal systems.



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4. Lifts, corridors, canteen and Garden Area, Turf (Sports) ground :

- Regular cleaning by housekeeping staff of lifts, corridors, canteen and open areas.
- Students and staff members are not allowed to litter on the corridors, open areas and lifts.
- Green Initiatives Cell is instructed to take care of Garden area and awareness about green campus.
- Hygiene and wellbeing Committee will be formed to take care the hygiene and wellbeing in campus.
- Wet and dry dustbins are provided near water facilities.
- The institution provides clean drinking water which is maintained by outsourced Annual Maintenance Contract.
- Students are educated not to waste food and dispose of wet and dry waste separately in the canteen and near water facilities.

Hence, the institution aspires to maintain a Green, clean and hygienic learning and developmental environment for students and teachers by implementing the Green and Clean Campus policy.

IQAC Coordinator
Rajabani Sammelan Education Trust's
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INTERNAL QUALITY ASSURANCE CELL

Shirley
PRINCIPAL

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