

## POLICY DOCUMENTS

**Policy title:** *Environmentally sustainable green campus.*

**Policy Number :** *RBC/IQAC/ESGC/2020*

### ***Introduction***

The need for conservation and protection of environment cannot be exaggerated. The Government of India has enacted through legislation and notify many laws, rules and regulations pertaining to sustenance of the environment. Institutionally, there is a need to view the issue of the environment and ecology in a holistic manner. Rayburn College is situated in Lamka, Churachandpur District where the average air quality index (AQI) of the district is 108 by 2020, which is quite high. In view of this, it has been a keen concern that the college campus be environmentally sustainable, clean and green.

Joining in the mass cleanliness campaign of the Government of India, the Swachh Baharat Abhiyan, this policy pledges the commitment of the college to ecological well being and environmental protection and sustainability.

### ***Policy Statement***

Rayburn College is dedicated to protect and enrich the ecology of the campus through water conservation, proper waste management systems, eco-friendly practices, thoughtful landscaping, sensitization regarding social responsibility and perception towards the environment.

### ***Policy Purpose and Objective.***

1. To sensitize the students, teaching and non-teaching staffs of the college about the importance of environmental protection and encourage them to maintain a clean and green campus.
2. To Reduce, Recycle and Reuse.
3. To make the campus smoke and plastic free.
4. To ensure judicious use of all resources and save for future generations.

5. To work with all the stakeholders and local community and to raise awareness related to environmental problems, ways of addressing them and motivate to adopt environmentally friendly practices.
6. To undertake auditing procedures and assess environmental performance and adopt strategies for improvement.

### ***Features of the policy***

#### **Clean and Green Campus Initiatives: Eco-friendly Practices.**

1. Waste segregated dustbins to be placed in all prominent place on the campus.
2. Organizing regular cleanliness drives.
3. Organizing tree plantation drives.
4. Energy conservation by use of LED light bulbs.
5. Environmentally friendly electronic appliances.
6. Switching off electrical appliances when not in use.
7. Increased use of daylighting.
8. Campus to be no smoking zone.
9. Campus to be plastic free zone.
10. Prevent food wastage and ensure proper disposal in the College Cafeteria.
11. Composting biodegradable waste and use the same for organic gardening.
12. Restrict entry of automobiles.
13. Use of bicycle to reduce carbon emission.

#### **Water Conservation**

1. Installation of rain water harvesting plant.
2. Ensure leak proof fixture. Install water saving devices in taps and toilet flushes.

### **Waste Management System: Degradable and non-degradable waste.**

1. Solid Waste Management:  
Setting up of Vermicompost to decompose organic/biodegradable waste and use the compost for college gardening.
2. E-Waste Management:
  - (a) E-waste collection drives.
  - (b) Collaboration for proper disposal of e-waste.
3. Liquid Waste:
  - (a) Setup a sewage treatment plant.

### **Waste Recycling system**

1. Systematic collection of waste paper produced in the campus
2. Collaboration for recycling waste paper.
3. Reduce use of paper in the long run by digitization of attendance and internal assessment records.
4. Reduce use of paper in administrative functioning; implementing double-side printing.
5. Reduce use of toilet papers.

### **Landscaping and Infrastructural Initiatives**

1. Maintain and increase the green cover of the campus and surroundings areas.
2. Installation of solar powered street lights on campus with rooftop solar power panels.
3. Beautify the college campus with flowers and landscaping with evergreen trees.
4. Setting up of Botanical Garden within the campus.

### **Sensitisation and Awareness**

1. Establish eco-club.
2. Periodically organize workshops and awareness campaigns on the environment related issues in the college campus and areas surrounding the college.
3. Sensitise the students, teaching and non-teaching staffs to maintain cleanliness in the campus.
4. Organise competitions (poster making, slogan writing, essay/creative writing, poetry) on pressing environmental concerns.

5. Undertake activities under “Swachh Baharat Abhiyan” by environment society, NSS and NCC of the college.

### **Audits**

1. Energy Audit: The college will regularly conduct Energy Audit to review its energy consumption, identify wastage of energy and take measures to reduce carbon footprint.
2. Green Audits: The college will regularly conduct Green Audit to examine the environmental conditions in the campus, ascertain that the rules and regulations are being followed and better maintain sustainability of the institution.
3. Environment Audits: The college will regularly undertake Environment Audit to assess the College’s environmental performance and take measures to improve the same.

### **Process and Procedure**

1. A detailed action plan will be drawn to implement the areas identified in the policy.
2. Circulars and notification will be issued whenever required.
3. Display posters and signages in the campus for awareness and implementation.
4. External agencies maybe engaged, wherever required, through formal MoU’s for waster management, recycling and other requirements for environmental sustainability.
5. Various plantation drives and collection drives will be integrated and involving external agencies wherever required.

*Note: This policy is subjected to periodic review whenever necessary.*

**Policy Title:** *Barrier-free and inclusive campus for the differently -abled.*

**Policy Number:** *RBC/IQAC/DAP/2020*

### ***Introduction***

The Person with Disability (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 entails barrier-free situations as a measure for non-discrimination to enable the differently-abled to access inclusive education. The University Grants Commission (UGC) enjoys higher education institutions, colleges and Universities to support and empowered differently-abled. The UGC started the scheme of assistance to colleges/ universities for Higher Education for person with special needs (HEPSN), providing for infrastructural support, inclusivity and non-discrimination. This policy is being put in place in pursuance with the 1995 Act and the UGC scheme to make Rayburn College a differently-abled friendly institution.

### ***Policy Statement***

Rayburn College is committed to enable differently-abled students, teaching and non-teaching staff to equally participate in the academic, social and cultural life of the college by providing infrastructural facilities, promoting inclusivity and non-discrimination, creating awareness and extending counselling support.

### ***Policy Purpose and Objective***

1. To ensure that every possible infrastructural development will be inclusive of facilities that will be conducive to the differently-abled.
2. To enable the differently-abled to choose to study and work at Rayburn College without any hesitancy.
3. To support differently-abled teachers and students to participate on an equal basis in the teaching-learning process, co-curricular activities and differently-abled non-teaching staff to carry on their assigned roles and duties.
4. To empower and allow the differently-abled to grow and realize their aspirations in a sensitized environment.
5. To eliminate barriers, discriminatory practices and social exclusion.

6. To promote the rights, dignity and self-worth of all individuals.

### **Features of the Policy**

#### *Inclusion and non-discrimination*

1. Strict implementations of admission policies for differently-abled students in accordance with the updated UGC guidelines for admission.
2. Ensure non-discrimination during admission of differently-abled students, with proper mentoring and counselling.
3. Providing a discount of 25% on all academic Fees.
4. Establish Equal Opportunity Cell as per the UGC guidelines and its smooth functioning to address the special issues and needs of the differently-abled.

#### *Infrastructural Support*

1. Making the campus infrastructural accessible for the differently-abled to enable barrier-free movement
  - (a) Railings.
  - (b) Ramps.
  - (c) Elevators.
  - (d) Separate disable friendly washrooms.
2. Making provision to physically and technologically support the differently-abled:
  - (a) Wheelchair.
  - (b) Writers during exam.
  - (c) Digitized audio books.

#### *Sensitization and Awareness*

1. Organizing programs and activities to sensitize and generate awareness to make the campus a safe and friendly space for the differently-abled.
2. Inclusion of differently-abled students and teachers in the organization of academic, co-curricular and extra-curricular activities and facilitating their participation in the same.
3. Training the teachers in specific ICT and software tools to better communicate the curriculum to the differently-abled students.

*Counselling and additional support*

1. Counselling facilities for the differently-abled.
2. Remedial classes for differently-abled students.
3. Mentoring of differently-abled students.
4. Collaboration with NGO's and other external agencies to create more learning, placements and vocational training opportunities for differently-abled students.

**Process and Procedure**

1. The identification and classification of the disability will be done as per the government of India rules and regulations.
2. The detailed action plan is required to implement the areas identified in the policy, as and when required.
3. Circulars and notifications will be issued, whenever required.

*Note: The policy is subjected to periodic review.*