

e-Waste Management Policy

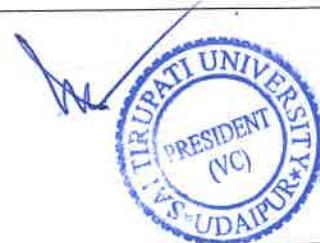


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0		Issued for Implementation
Rev.	Date	Description
SAI TIRUPATI UNIVERSITY UDAIPUR		e-Waste Management Policy



1. Introduction

Sai Tirupati University, Umarda, Udaipur, is committed to promoting sustainable practices in e-waste management. Recognizing the environmental and health hazards associated with improper disposal of electronic waste, the university has formulated this policy to ensure the responsible handling, disposal, and recycling of e-waste in accordance with national regulations and global best practices.

The purpose of this policy is to implement environmentally sound e-waste management measures while fostering awareness and responsibility among all stakeholders, including students, faculty, staff, and visitors.

2. Policy Statement

Sai Tirupati University adopts the 4R principles – **Reduce, Reuse, Recycle, and Recover** – for the effective management of e-waste. All university members are expected to comply with this policy to ensure a sustainable and eco-friendly approach to handling electronic waste.

3. Policy Objectives

The university's e-waste management objectives are:

- Minimization of e-waste generation through efficient use of electronic resources and procurement of durable equipment.
- Awareness creation among stakeholders regarding the environmental and health impacts of e-waste and best management practices.
- Responsible disposal and recycling of e-waste through authorized channels.
- Compliance with legal requirements and government regulations related to e-waste management.
- Encouragement of reuse and repair practices to extend the life cycle of electronic equipment.
- Development of technical and operational capacity for the proper handling, storage, and disposal of e-waste.

4. Scope

This policy applies to all electronic and electrical equipment owned, leased, or operated by Sai Tirupati University, including but not limited to:

- Computers, laptops, and accessories
- Mobile devices and peripherals
- Laboratory and medical equipment
- Audio-visual and multimedia devices
- Electrical appliances used across the campus

5. Roles and Responsibilities

E-Waste Management Committee: A dedicated committee shall be constituted, comprising representatives from various departments. This committee will oversee policy



implementation, conduct periodic reviews, and ensure compliance with regulatory frameworks.

Departments and Units

- Ensure adherence to e-waste management guidelines within their respective areas.
- Maintain records of electronic equipment, including purchase, usage, and disposal data.
- Coordinate with the E-Waste Management Committee for proper disposal of obsolete equipment.

Faculty, Staff and Students

- Adhere to e-waste disposal guidelines and report malfunctioning or obsolete electronic equipment.
- Participate in training and awareness programs related to e-waste management.

6. Action Plan

6.1 Identification and Collection

- Conduct regular assessments to identify and categorize e-waste generated across departments.
- Establish designated storage areas for e-waste collection and maintain records of accumulation.
- Organize quarterly collection drives to ensure proper storage and transfer of e-waste.

6.2 Disposal and Recycling

- Collaborate with government-authorized e-waste recyclers for safe disposal.
- Explore reuse opportunities for functional but obsolete equipment.
- Ensure hazardous e-waste is treated and disposed of per state pollution control guidelines.

6.3 Awareness and Training

- Conduct periodic workshops and training sessions on e-waste hazards and best management practices.
- Partner with manufacturers, retailers, and recyclers to promote responsible e-waste disposal.

6.4 Capacity Building

- Develop training modules on e-waste handling, maintenance, dismantling, and recycling.
- Encourage the creation of sustainable business models that promote recycling and skill development.

6.5 Research and Innovation

- Support research initiatives to develop innovative and cost-effective e-waste management technologies.
- Promote best practices in e-waste recycling and disposal.



7. Monitoring and Reporting

- Conduct annual audits to assess the university's e-waste management practices.
- Submit findings and recommendations to the university administration for necessary improvements.
- Update the policy periodically based on audit results, technological advancements, and regulatory changes.

8. Compliance and Enforcement

Non-compliance with this policy will be subject to disciplinary action as per university regulations. The E-Waste Management Committee will ensure strict enforcement of the policy and address violations accordingly.

9. Policy Review

This policy shall be reviewed biennially to ensure its effectiveness, relevance, and alignment with evolving legal requirements and best practices.

Approved by:



President
Sai Tirupati University, Umaria Udaipur

