



RKSD COLLEGE, KAITHAL

("A" Grade, NAAC Accredited)

Affiliated to Kurukshetra University Kurukshetra

E- waste Management Policy

We as an institution, are sensitive and responsible towards environmental conservation. Understanding the potential damage that the e-waste can cause to the environment, the college has formed the following policy E-waste management policy based on four key principals:

- Protection of the Environment
- Social responsibility
- Disposal
- Data Protection

1. E-waste, also known as Electronic waste means waste discarded electrical and electronic devices, **either whole or in parts, or rejects from their manufacture and repair operations**, which are intended for refurbishment, reuse, resale, salvage recycling through material recovery, or disposal are also considered e-waste. Informal processing of e-waste in developing countries can lead to adverse human health effects and environmental pollution.

2. IT items:

Mainframes, Minicomputers, Personal Computers, Laptops, Notebooks, Notepads, Printers including Cartridges, Printers Copiers, E/E typewriters, User terminals and Systems, Facsimile, Fax, Telex, Telephones, Cordless, Cellular, Answering systems, Circuit boards, Capacitors, Resistance, transistors, iCs, Chips, etc

3. E-waste Rules applicability:

E- Waste (Management) Rules, published by the Central Pollution Control Board, Ministry of Environment, Forest and Climate Change, Govt. of India from time to time.

4. E-waste Policy and Principles:

Electronics and electrical items, as well as their parts, that are assessed to have reached the end of their useful life, can be disposed by the Institution's waste disposal committee. An item of equipment once permanently discarded by the user or the departments shall be deemed as e-waste, regardless of whether it is operational or non-operational.



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5. Protection of the Environment:

- Wherever possible, functional computers should be redeployed to identify users with or without upgradation.
- Donated or written-off equipment should be necessarily disposed off through the authorized service provider engaged for the purpose of collection, segregation, transportation, dismantling, recycling and disposal of e-waste as per guidelines of the Central Pollution Control Board.
- Only designated areas shall be used for identifying and keeping these materials in the campus or office spaces. No mixing of such materials shall be allowed with general scrap or Institutional wastes from the premises.

6. Social Responsibility:

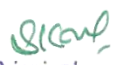
RKSD College will make every effort to limit e-waste creation on campus. All employees and students will be educated on the proper use of electronic items, as well as how they should be collected and disposed off. They will be made aware to never throw e-waste in the dustbins, even small things like phones or batteries should not go in the trash.

7. Disposal:

The Institution has entered into an MoU with an authorized service provider for management of the entire process of the safe disposal of Electronic and Electrical wastes generated in the Institution.

8. Data Protection:

The institution will ensure that all information in embedded, encrypted, stored or written form available in / on the storage devices will undergo complete sanitization in a scientific and internationally acceptable manner before the disposal process.


Principal
R.K.S.D. College
KAITHAL