

**SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY  
VIDYA NAGAR, KARUKUTTY – 683576**

SSET/19/2746

16-09-2019

**CIRCULAR**


This is to inform that University Grants commission has published the guidelines for Ban of Plastic use in higher education institutes. The guidelines issued by the UGC on August 30, 2019 are available on the UGC website at the link and a copy of guidelines is attached.

[https://www.ugc.ac.in/pdfnews/8170476\\_UGC-Guidelines-for-Ban-of-Plastic-Use-in-Higher-Education-Institutions.pdf](https://www.ugc.ac.in/pdfnews/8170476_UGC-Guidelines-for-Ban-of-Plastic-Use-in-Higher-Education-Institutions.pdf)

As per the guidelines, all single-use plastics including the following items are banned inside college campus and premises:

- Plastic sheet / cling film used for food wrapping
- Plastic thermocoal plates
- Plastic coated plates
- Plastic coated paper cups, plastic tea cups, plastic tumbler, thermocoal cups
- Plastic carry bag of all sizes and thickness, plastic coated carry bags, non-woven bags
- Water pouches / packets

The students and faculty members are informed to take the necessary steps toward bringing these instructions into practice.

  
**PRINCIPAL**

**To:** HODs  
Faculty/staff  
Housekeeping staff  
Workshops/labs  
Library  
Hostels, Canteen  
Notice boards  
File



## UNIVERSITY GRANTS COMMISSION

### **“Swachhata Hi Sewa Campaign”**

#### **UGC Guidelines for Ban of Plastic Use in Higher Education Institutions**

*Whereas plastic waste has emerged as one of the biggest environmental concerns adversely impacting the soil, water, health and well-being of citizens at large;*

*Whereas excess-consumption of plastic combined with limited waste disposal systems has become a challenge to the urban waste disposal systems, and has choked the rivers and water systems in rural areas;*

*Whereas the time has come for a systematic campaign to reduce the usage of plastic, especially the single use plastic;*

*Whereas the Government has decided to take plastic ban as a national level campaign to address the environmental hazards being and bring attitudinal changes that shun use of plastics; and*

*Whereas the educational institutions have the unique spread and influence to educate the students and households on the need for avoiding usage of plastics,*

University Grants Commission hereby issues the following guidelines for all the higher educational institutions in the Country:

#### **Guidelines**

##### **1. Scope of guidelines:**

- (a) These guidelines are applicable to all the higher educational institutions (HEIs) in the Country.
- (b) They encourage HEIs (universities and colleges) to adopt policies and practices towards cleaner and plastic free campuses.

2. All the HEIs in the Country shall strive to make their campuses 'plastic-free' by systematically banning use of plastics and replacing the same with suitable environmental friendly substitutes.

##### **3. Every HEI shall:**

- a. Ban use of single-use plastics in canteens, shopping complexes in the institution's premises and hostels, etc.
- b. Carry out awareness drives and sensitization workshops on the harmful impacts of single use plastics.
- c. Mandate all students to avoid bringing non-bio-degradable plastic items to the institution.
- d. Encourage their students to sensitize their respective households about harmful effects of plastics and make their households 'plastic free'
- e. Install necessary alternative facilities like water units to avoid the use of plastic water bottles, and encourage use of alternative solutions like cloth bags, paper bags etc., instead of plastic bottles, bags, covers and other goods on campuses.

4. All HEIs which have adopted villages under Unnat Bharat Abhiyan shall undertake a campaign in their adopted villages till they are converted into 'plastic-free villages' through promoting awareness and encouraging shift to alternative products.

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# SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

## Guidelines for Ban of Plastic Use in the Campus

### Introduction

Our environment is rapidly being devastated by plastic pollution. Waste plastic is difficult to dispose of and contributes significantly to global pollution. This has become a major source of concern all around the world. Plastic is very user-friendly and cost-effective, which is why it is so popular among people. The more plastic is used, the more waste is collected from it, resulting in severe hazards such as plastic pollution. Plastic pollution has an impact on everything on the planet, including humans, wildlife, and marine life. It is spreading like a disease with no cure. We have all contributed to this problem, and now it is our responsibility to work towards it to reduce and ultimately End Plastic Pollution. We all must realize the harmful impact it has on our life in order to stop it as soon as possible. To minimise the damage done, we should be careful in our practices and uses of plastic. Hence we should learn to be more attentive and alert in future for the sake of saving the world and nature. Educational institutions must actively participate in the endeavour to eliminate the use of plastic. To address the environmental concerns created by excessive use of plastic, management has decided to take plastic ban as a college-level campaign.

### Guidelines

This guideline aims to support our institution in becoming a plastic-free campus. These guidelines motivate us to change our minds and habits to make our campuses safer and plastic-free which shall be applicable to all institutions in general. We can attain our goal of a plastic-free campus by systematically prohibiting the use of plastics and replacing them with environmentally appropriate alternatives.

- To organize awareness campaigns and workshops about the hazardous effects of single-use plastics.
- Ensure that the institution has a plastic-free campus.
- Students and staff must work to achieve this goal.
- Plastics should be banned from college canteen, college store, and hostels.
- Non-biodegradable plastic products may be prohibited to be brought into the institution by students.
- Every student should undertake an initiative to eliminate plastic from his or her household.
- Students to be recognized if they contribute to community-wide plastic free campaigns.
- Alternative facilities, such as water units, should be installed to avoid the purchase and consumption of plastic water bottles.
- Ensure that alternatives to plastic bottles, covers, and other goods, such as cloth bags, paper bags are available on campus.
- Organizing events and poster competitions to encourage people to build eco-friendly and environmentally friendly products in order to reduce the usage of single-use plastic.

  
16/09/19



# SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India  
An ISO 9001:2015 Certified Institution

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## PLASTIC FREE CAMPUS POLICY

### OBJECTIVES

To minimize the degradation of soil and water arising due to the use of plastics to a great extent.

### POLICY DETAILS

The items banned are listed below:

- Plastic sheet / cling film used for food wrapping
- Plastic thermocol plates
- Plastic coated plates
- Plastic coated paper cups, plastic tea cups, plastic tumbler, thermocol cups
- Plastic carry bag of all sizes and thickness, plastic coated carry bags, non-woven bags
- Water pouches / packets / bottles

### POLICY SCOPE

The policy will be applicable for all the teaching staff, non-teaching staff, security, students and their parents or guardians.

### PROCEDURES

- To communicate the policy objectives and action plan to staff and students.
- To create awareness of soil degradation and water contamination due to the disposal of plastics.
- To clarify and define the plastics that have to be avoided inside or outside the campus.
- To encourage the use of steel water bottles rather than plastic.

  
18/09/19

**SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY  
VIDYA NAGAR, KARUKUTTY – 683576**

SSET/18/1518B

02-08-2018

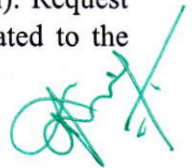
**CIRCULAR**

Students are allowed to bring in the vehicle only up to 8.45 am and shall park the vehicle in the designated area. Students will be permitted to take the vehicle out of the parking area only on completion of respective classes. Students will be allowed to take their vehicles out of the parking area and to leave the campus if classes are dispersed earlier than 3.45 pm on intimation received from the head of the institution in this regard to the Estate supervisor (Mr. Manoj Kumar R).

In the event of arriving late to the campus, vehicle shall be parked outside the campus and obtain necessary permission from the Estate supervisor (Mr. Manoj Kumar R) to take the vehicle inside the campus.

In case of an emergency, vehicle can be taken out of the campus and can return to the campus with specific permission from the Estate supervisor (Mr. Manoj Kumar R).

In the event of a student desiring to take the vehicle out of the campus at any time before the closure of the classes shall do so with prior permission from the (HOD/Principal). Request for departure from the campus prior to the closure of the classes will be intimated to the parents, prior to permission being granted.



**PRINCIPAL**

**To:** Staff and students by circulation  
HODs  
Notice boards  
File



**SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY  
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SSET/18/1694

08-10-2018

**CIRCULAR**

All students and staff members who are coming to the college in two-wheelers must wear Helmet. Otherwise, their vehicle will not be permitted inside the campus.

This rule comes into effect from 15<sup>th</sup> October'18.

Also, for security reasons, all are requested to remove the Helmet while entering the GATE and wear the Helmet after the entry point while leaving.

  
**PRINCIPAL**

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HODs  
Notice boards  
File

# Entrance Gate – Restricted Entry

