

# Vivekananda Mahavidyalaya

Sripally, Purba Bardhaman

## Income & Expenditure Account for the Financial Year 2019-2020

Expenditure		Amount	Income		
Head of Account	Amount		Head of Account	Amount	Amount
<b>To</b>			<b>By</b>		
ADVANCE SALARY	580312.00		ACADEMIC MAINT. FEE	851000.00	
ADVERTISEMENT	40739.00		ADMISSION FEES	1408710.00	
ANNUAL SPORTS	32000.00		ADVANCE SALARY	135174.00	
AUDIT FEES	33872.00		ANNUAL FEES	1382500.00	
BANK CHARGES	5646.30		COLLEGE EXAM.FEES	24475.00	
CC TV MAINTENANCE	3800.00		COLLEGE OFFICE FEE	5110.00	
CENTRE FEE FUND	301984.00		COMPUTER MAINTENANCE	8550.00	
CLEANING	3510.00		CONTINGENCY	3236.00	
COMPUTER MAINTENANCE	91681.00		CONTINGENCY AT GEOGRAPHY	15250.00	
CONTINGENCY	58317.00		COURSE FEE MCJ	345300.00	
CONTINGENCY AT GEOGRAPHY	15250.00		EARNEST MONEY	82535.00	
CULTURAL FUND	77500.00		ELECTRIC-GENERATOR FEES	766680.00	
DAILY WORK	1500.00		EXAM FEES (P.SC)	35670.00	
DAY TO DAY EXP. FROM IMPREST MONEY	57862.00		EXAM FORM PROCESSING FEE	27195.00	
Depreciation	3563814.33		EXAM.FORM PROCESSING FEE	60240.00	
DEVELOPMENT WORK	441372.00		G.S.L.I.	180393.00	
DST PROJECT	100000.00		GUEST LECTURER	6800.00	
E-TENDERING PROCESS	28845.00		HOSTEL ADMISSION & OTHERS FEES	51840.00	
<b>ELECTRIC CHARGES</b>	<b>384148.00</b>		HOSTEL ADMISSION FEE	14400.00	
ENTERTAINMENT	42732.00		HOSTEL COMMON DEPOSIT FOR MESS	2160.00	
EXAM FEES (P.SC)	74398.00		HOSTEL ELECTRIC CHARGE	25080.00	
EXAM FORM PROCESSING FEE	4497.00		HOSTEL SEAT RENT	501400.00	
Exam paper	1840.00		HOSTEL SESSION CHARGES	10800.00	
EXCURSION	40000.00		HOSTEL UTENCIL FEE	1440.00	
EXGRATIA	87400.00		INTER SCHOOL QUIZ COMPITITION	513.00	
EXTRA DUTY OF HOSTEL	15800.00		INTEREST	452820.00	
FESTIVAL ADVANCE	8000.00		Interest on FD	2756383.00	
FORM POSSEING	15.00		INTERNET	11477.00	
G.S.L.I.	180393.00		INTERNET FEES	23835.00	
GARDENING	20250.00		MAINTENANCE	5694.00	
GENERATOR CHARGES	52344.00		MEMORIAL FUND	2187.00	
			MISCELLANEOUS COLLECTION	1901643.00	
			MISCELLANEOUS FEE	172928.38	
			ONLINE REGISTRATION FEE	1742834.00	



**FOR BIDYUT KUMAR MITRA & CO  
CHARTERED ACCOUNTANTS**

18/05/2024  
**BIDYUT KUMAR MITRA  
PROPRIETOR**

**C. A. Bidyut Kumar Mitra  
Bholananda Palli  
Chotonilpur, Pirtala  
Sripally, Bardwan - 713108**

UDIN: 24018542BKCAZY5039

# Vivekananda Mahavidyalaya

Sripally, Purba Bardhaman

## Income & Expenditure Account for the Financial Year 2020-2021

Expenditure		Amount	Income		
Head of Account	Amount		Head of Account	Amount	Amount
<b>To</b>			<b>By</b>		
ADMISSION FEES	27375.00		ACADEMIC MAINT. FEE	875003.00	
ADVANCE	16800.00		ADMISSION CONTINGENCY	3.00	
ADVANCE SALARY	43200.00		ADMISSION FEES	1537922.00	
AUDIT FEES	25000.00		ADVANCE	5742.00	
BANK CHARGES	3343.25		ADVANCE SALARY	707844.00	
BONOUS	94800.00		ANNUAL FEES	1409100.00	
COLLEGE FUND	15000.00		COLLEGE OFFICE FEE	1540.00	
CONSULTANT FEES	3500.00		COURSE FEE	56000.00	
CONTINGENCY	15085.00		COURSE FEE MCJ	338000.00	
Depreciation	2955459.01		ELECTRIC GENERATOR FEES	791315.00	
<b>ELECTRIC CHARGES</b>	<b>143259.00</b>		EXAM.FORM PROCESSING FEE	91272.00	
ENTERTAINMENT	9795.00		G.S.L.I.	98092.00	
G.S.L.I.	58608.00		HOSTEL ADMISSION FEE	5600.00	
GENERATOR CHARGES	88542.00		HOSTEL COMMON DEPOSIT FOR MESS	840.00	
GUEST LECTURER	63500.00		HOSTEL ELECTRIC CHARGE	7040.00	
HOSTAL GENERATOR CHARGES	8724.00		HOSTEL SEAT RENT	143200.00	
INCOME TAX	9100.00		HOSTEL SESSION CHARGES	4200.00	
INTERNET	75576.00		HOSTEL UTENCIL FEE	560.00	
LABORATORY EXPENCES	10300.00		INTEREST	532430.00	
MAINTENANCE	521024.00		Interest on FD	999492.00	
MISCELLANEOUS FEE	62780.00		INTERNET FEES	25065.00	
NEWS PAPER & JOURNALS	990.00		MISCELLANEOUS FEE	87880.00	
OFFICE CONTINGENCY	59742.00		OFFICE CONTINGENCY	205.00	
ONLINE ADMISSION EXP	108500.00		ONLINE REGISTRATION FEE	1152377.84	
OTHER FEE	30108.00		OTHER FEE	525.00	
PAY PACKET	500879822.00		PAY PACKET	500879822.00	
PRINTING & STATIONERY	50217.00		PRACTICAL FEE	13630.00	
REFUND ADMISSION FEE	346840.00		REFUND ADMISSION FEE	17600.00	
REMUNERATION	9750.00		REGISTRATION FORM PROCESSING FEE	19210.00	
RENOVATION AND GRADATION SALARY	131634.00		REGN.FORM PRINTING CHARGE	7040.00	
			RENT	129600.00	
			SALE OF ADM. FORMS	8460.00	
			TUITION FEES	2741372.00	
			WIFI FEE	40605.00	



FOR BIDYUT KUMAR MITRA  
**CHARTERED ACCOUNTANT**  
 Bidyut Kumar Mitra  
 PROPRIETOR

**C. A. Bidyut Kumar Mitra**  
 Bholananda Palli  
 Chotonilpur, Pirtala  
 Sripally, Burdwan - 713103

UDIN: 24013542BKCA225065

BALANCE SHEET AS AT 31ST MARCH 2023			
Liabilities		Assets	
Head of Accounts	Sch	Amount	Head of Accounts
CAPITAL FUND	A	73951864.56	FIXED ASSETS

## Vivekananda Mahavidyalaya

Sripally, Purba Bardhaman

### Receipt & Payment Account for the Financial Year 2021-2022

Receipt		Payment			
Head of Account	Amount	Amount	Head of Account	Amount	Amount
FORM PROCESSING FEE	91035.00		PRINTING & STATIONERY	135149.00	
HOSTEL ADMISSION & OTHERS FEES	39280.00		REFUND ADMISSION FEE	819710.00	
HOSTEL CAUTION DEPOSIT	7600.00		REMUNERATION	10000.00	
HOSTEL COMMON DEPOSIT FOR MESS	1140.00		REPAIRS TO BUILDING	64920.00	
HOSTEL <b>ELECTRIC</b> CHARGE	7060.00		RUSA GRANT	5001573.00	
HOSTEL SEAT RENT	141200.00		SALARY	2365090.00	
HOSTEL SESSION CHARGES	5700.00		SARASWATI PUJA	16551.00	
HOSTEL UTENCIL FEE	760.00		SECURITY CHARGES	90000.00	
INTEREST	738260.00		SECURITY MONEY	13400.00	
Interest on FD	857885.00		SET EXAM 2019	53000.00	
LABORATORY CAUTION	141890.00		SMALL PURCHASE OF LAB APARATUS	23402.00	
LABORATORY FEES	547850.00		SOFTWARE	212140.00	
LABORATORY FUND	780.00		STUDENT HEALTH CARE	20640.00	
LIBRARY CAUTION DEPOSIT	463080.00		TELEPHONE CHARGES	3098.00	
LIBRARY FEES	288700.00		TRAVELLING	28925.00	
MICROBIOLOGY COURSE FEE	460000.00		TUITION FEES	1466838.00	
MISCELLANEOUS FEE	114355.00		UNI CENTRE FEE	225012.00	
N.C.C FEE	23950.00		UNI EXAMINATION FEE	2294402.00	
N.S.S.FEE	23950.00				
PAY PACKET	347663053.00		<b>By Closing Balance</b>		
PENDING	22778.00		AXIS BANK LTD.BURDWAN CITY TOWER	22277778.29	
ELECTRICITYBILL OF XEROX CENTRE			Central Bank Of India CD-3	1548354.49	
PRACTICALFEE BOTP	7770.00		CENTRAL BANK OF INDIA CD-4	8773089.32	
PRACTICALFEE CHEMP	20620.00		CHATRA SANSAD-A/C NO 8147	51578.50	
PRACTICALFEE GEOP	2825.00		COMMON ROOM-A/C 8192	68322.00	
PRACTICALFEE PHYSP	5160.00		DEVELOPMENT A/C 8114	926326.00	
PRACTICALFEE STSP	380.00		EXAMINATION A/C NO 8205	544446.80	
REFUND ADMISSION FEE	106320.00		GAMES & SPORTS A/C NO 8158	86228.00	
RENT	129600.00		LAB. CATION DEPOSIT A/C NO 8136	390384.00	
RENT OF XEROX CENTRE	23200.00		LIBRARY A/C NO 8219	420547.00	
SALE OF LADIES HOSTEL ADM.FORM	4500.00		LIBRARY CATION DEPOSIT A/C NO 8125	324278.00	
SET EXAM.2019	53000.00		MAGAZINE A/C NO 8169	101765.00	
TUITION FEES	3117455.00		MICROBIOLOGY A/C NO CBI 9012	884912.80	
UNI CASUAL FEE	235.00		RUSA BANK A/C NO-3691984642	4016.09	
UNI CENTRE FEE	245075.00		STATE BANK OF INDIA ACNO-11184006828	1275749.78	
UNI ENROLMENT FEE	476750.00		STUDENT AID FUND A/C NO 8181	185267.00	
UNI EXAMINATION FEE	704500.00		UGC GRANT & MATCHING	62010.00	
UNI PRACTICAL FEE	50390.00		SHARE FUND A/C NO 8227		
					<b>370108896.57</b>
					<b>37925053.07</b>



FOR BIDYUT KUMAR MITRA & CO  
CHARTERED ACCOUNTANTS

BIDYUT KUMAR MITRA  
MANAGER

C. A. Bidyut Kumar Mitra  
Bholananda Palli  
Chotonipur, Pirtala  
Sripally, Burdwan - 713103

UDIN : 2401359234CBAA 7076



# Vivekananda Mahavidyalaya

Sripally, Purba Bardhaman

Receipt & Payment Account for the Financial Year 2022-2023

Receipt		Payment			
Head of Account	Amount	Amount	Head of Account	Amount	Amount
<b>To Opening Balance</b>					
AXIS BANK LTD. BURDWAN CITY TOWER	22277778.29		ADJUSTMENT	1941.00	
Central Bank Of India CD-3	1548354.49		ADMISSION CONTINGENCY	2995.00	
CENTRAL BANK OF INDIA CD-4	8773089.32		ADMISSION FEES	105970.00	
CHATRA SANSAD-A/C NO 8147	51578.50		ADVANCE	15000.00	
COMMON ROOM-A/C 8192	68322.00		ADVERTISEMENT	26688.00	
DEVELOPMENT A/C 8114	926326.00		BANK CHARGES	4802.60	
EXAMINATION A/C NO 8205	544446.80		BONOUS	1000.00	
GAMES & SPORTS A/C NO 8158	86228.00		BUILDING	28050.00	
LAB. CATION DEPOSIT A/C NO 8136	390384.00		CENTER FEE	578270.00	
LIBRARY A/C NO 8216	420547.00		CLEANING	3250.00	
LIBRARY CATION DEPOSIT A/C NO 8125	324278.00		COMPUTER	4000.00	
MAGAZINE A/C NO 8169	101765.00		COMPUTER MAINTENANCE	18200.00	
MICROBIOLOGY A/C NO CBI 9012	884912.80		COMPUTERE & PERIPHERALS	357247.00	
RUSA BANK A/C NO-3691984642	4016.09		CONTINGENCY	83921.00	
STATE BANK OF INDIA ACNO-11184006828	1275749.78		CULTURAL FUND	869765.00	
STUDENT AID FUND A/C NO 8181	185267.00		DAILY WORK	2000.00	
UGC GRANT & MATCHING SHARE FUND A/C NO 8227	62010.00		DAY SECTION, V.M.	800000.00	
		<b>37925053.07</b>	DEPARTMENT CONTINGENCY	48327.00	
			DEVELOPMENT	46235.00	
			DEVELOPMENT FEES	545690.00	
			<b>ELECTRIC CHARGES</b>	<b>388770.00</b>	
			ELECTRIC GENERATOR FEES	2820.00	
			ENTERTAINMENT	47385.00	
			Exam paper	900.00	
			EXCURSION	70000.00	
			FD-3492977595	313827.00	
			FD-3492982426	321328.00	
			FD-3548437220	180617.00	
			FIRE EXTINGUISER	16520.00	
			FORM POSSEING	76470.00	
			FORM PROCESSING FEE	49944.00	
			FURNITURE	95821.00	
			G.B EXPENSES	6507.00	
			GAMES & SPORTS	2500.00	
			GARDENING	800.00	
			GENERATOR CHARGES	95964.00	
			GENERATOR CHARGES FEE	5000.00	
			GUEST LECTURER	140750.00	
			HOSTEL CONTINGENCY	14000.00	
			IDENTITY CARD	103907.00	
			INCOME TAX PROCESSING FEES	13000.00	
			INTERNET	124781.00	
ACADEMIC MAINT. FEE	929315.00				
ADMISSION FEES	1772500.00				
ADVANCE	6111.00				
ANNUAL FEES	1485200.00				
CENTER FEE	178800.00				
COLLEGE EXAM. FEES	87275.00				
COURSE FEE	445500.00				
COURSE FEE MCJ	177500.00				
DEVELOPMENT FEES	1152740.00				
ELECTRIC GENERATOR FEES	572940.00				
ELECTRIC-GENERATOR FEES	264600.00				
EXAM FORM PROCESSING FEE	20100.00				



FOR BIDYUT KUMAR MITRA & CO  
CHARTERED ACCOUNTANTS

*BKM 18/05/24*  
BIDYUT KUMAR MITRA  
PROPRIETOR

C. A. Bidyut Kumar Mitra  
Bholananda Palli  
Chotonilpur, Pirtala  
Sripally, Burdwan - 713103

UDIN: 24013542BKCB0B8964



**Vivekananda Mahavidyalaya**

বিবেকানন্দ মহাবিদ্যালয়

Affiliated to The University of Burdwan

Sripally \* Purba Bardhaman

NAAC Accredited 'B+'

**2022-2023**

# GREEN AND ENERGY AUDIT REPORT



**VIVEKANANDA**

**MAHAVIDYALAYA, BURDWAN**

**2022-2023**

**VIVEKANANDA MAHAVIDYALAYA**  
**BURDWAN, PURBA BARDHAMAN**  
**ESTD. 1964**

**ENVIRONMENTAL AUDIT/  
GREEN AUDIT REPORT**  
**ACADEMIC YEAR: 2022- '23**

*Prepared by*  
*The Audit Committee*  
*The University of Burdwan*  
*Burdwan*



Date: 13/04/2024

To  
The Teacher-in-Charge  
Vivekananda Mahavidyalaya, Burdwan  
Sripally  
Purba Bardhaman  
West Bengal

Website: www.vmbdn.in  
E-mail: vmprincipal2012@gmail.com


Subject: Environmental Audit Report Submission from Experts

Sir


After verification of all the aspects in the College and necessary assessment of the report on "Environmental/Green Audit" mentioning the "Energy Monitoring & Management System" submitted by your College for the period of 2022-'23, here, we are submitting the Audit Report of "Environmental/Green Audit" of your College of the period of 2022-'23 for your kind perusal in the attached sheet.

We request you to please acknowledge and oblige.


Yours sincerely,

  
Dr. Tanmoy Dasgupta  
Professor & Head  
Deptt. of Business Administration  
The University of Burdwan  
Burdwan

*Dr. Tanmoy Dasgupta*  
Professor  
Dept. Of Business Administration  
The University of Burdwan  
Burdwan - 713104, W.B.

  
Dr. Apurba Ratan Ghosh  
Professor & Head  
Deptt. of Environmental Science  
The University of Burdwan  
Burdwan

*Professor & Head*  
*Deptt. Environmental Sc.*  
*The University of Burdwan*  
*Burdwan, W.B.*

  
Dr. Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
Shyamsundar  
Purba Bardhaman

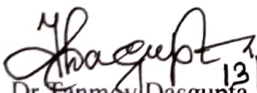
*Dr. Gouri Sankar Bandyopadhyay*  
*Principal*  
*Syamsundar College*  
*P.O.-Shyamsundar, Dist.-Purba Bardhaman*  
*W.B. 713424*

Date: 13/04/2024


**AUDIT REPORT ON ENVIRONMENTAL AUDIT/  
GREEN AUDIT**

**CERTIFICATE**

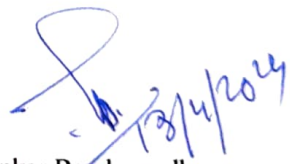
*This is to certify that the Environmental Audit/Green Audit Report and Energy Monitoring & Management System followed at Vivekananda Mahavidyalaya, Burdwan, Sripally Purba Bardhaman, West Bengal is based on the original data collected during the period of 2022-'23. This has been assessed and is applicable to provide quality ambience for continued Higher Education, Training and Mental health to the students for their smart future and career. Further, it is certified that the baseline data was prepared by internal "Waste Management & Green Audit Committee" team members of Vivekananda Mahavidyalaya, Burdwan Sripally and submitted to us. The content of the baseline data of the study and Energy Monitoring & Management System has been personally verified by the Expert Team constituted by the University of Burdwan, Burdwan for validity and reliability. The data used in the study are original in nature and have not been presented or published elsewhere. Data & Photographs used in the report are taken by the College Environmental Committee team members during preparing their Report of the concerned year 2022 - '23.*

  
13/04/24  
Dr. Tanmoy Dasgupta  
Professor & Head  
Deptt. of Business Administration  
The University of Burdwan  
Burdwan

Dr. Tanmoy Dasgupta  
Professor  
Dept. Of Business Administration  
The University of Burdwan  
Burdwan - 713104, W.B.

  
13/4/24  
Dr. Apurba Ratan Ghosh  
Professor & Head  
Deptt. of Environmental Science  
The University of Burdwan  
Burdwan

Professor & Head  
Deptt. Enviornmental Sc.  
The University of Burdwan  
Burdwan, W.B.

  
13/4/2024  
Dr. Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
Shyamsundar  
Purba Bardhaman

Dr. Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
P.O.-Shyamsundar, Dist.-Purba Bardhaman  
W.B. 713424



## Report of Environmental Audit/Green Audit

### 1.0 Introduction

The Environmental Audit or Green Audit is a systematic identification, quantification, recording, reporting and analysis of the different components of environmental diversity. The 'Environmental Audit'/'Green Audit' aims to assess the various parameters involved in environmental practices in and around the HE Institutional campus, actually, it means to impress the congenial and environment-friendly atmosphere for the all stakeholders. It is formulated with an objective of looking after the practices performed by the authority within the institution, otherwise which may cause risk to the health of dwellers and the environment. Under the present format of AQAR and SSR Environmental Audit/Green audit is a mandatory parameter as per requirement of National Assessment and Accreditation Council (NAAC) which is a self-governing organization of India which declares the Institutional Grade.

### 2.0 Executive Summary

Environmental/Green Audit is performed in accordance with the "Format of Green Audit: Questionnaire" of Vivekananda Mahavidyalaya, Sripally, Purba Bardhaman, West Bengal for the period of 2022-'23. Vivekananda Mahavidyalaya was established on 1964 and is affiliated to the University of Burdwan. The sincere and untiring efforts of distinguished personality namely Mr. K.P.S. Menon, Chairman of Zila Parishad, Mr. Narayan Chowdhury and many other distinguished personalities was formally inaugurated on 26<sup>th</sup> of August, 1964. Then it has received a status of full-fledged undergraduate College and came under the purview of 2(f) and 12 (B) as per UGC Act, 1956. The College was first accredited by NAAC in 2004 with B+, Second Cycle in 2016 with B+ Grade and now is preparing for the Third Cycle.

College endorses a sprawling and eco-friendly campus occupying. Presently, there are 16 honours subjects. College has two Girls' Hostels and one general Canteen.

Now, the College is maintaining its academic and administrative excellence, and has been continuously upgrading the curricula and infrastructure in order to improve the quality of education. Through its distinctiveness as an academic institution over a long period of time, the authorities of the College believes in continuous improvement.

This audit is performed on 13<sup>th</sup> of April, 2024. The purpose of the audit was to ensure that the green practices followed in the campus are in accordance with the Green Policy & Management practices adopted by the Institution. With this in mind, the specific objectives of the audit were to evaluate the adequacy of the management control framework of Environment Sustainability as well as the degree to which the Departments are in compliance with the applicable regulations, policies and standards.

The analysis was based upon a physical examination of the different sectors including labs *etc.*, and standards that govern the environmental sustainability, on data analysis, and on the results of preliminary interviews with personnel considered key in the environmental management in the campus.

The methodology used included the physical inspection of the campus, review of the relevant documentation and interviews.

### **3.0 Observations**

#### **a. General**

The College possesses a total campus area of 7.46 acres; built up area of 3.56 acres maintaining an open space of about 3.9 acres and green area of 0.151 acres.

1. College has taken some efforts for sustainable development in the College campus and to maintain greenery.
2. College is requested to continue the existing 'Green Policy' to supervise different green initiatives beneficial for the stakeholders.
3. College is required to establish Eco Club in collaboration with College Environmental Committee for better functioning.
4. Some of the best practices such as maintaining tree plantation, introducing plastic free zone, and celebration of World Environment Day, World Water Day are followed in the campus.
5. The institution has installed solar panels in the college campus in the year 2022.
6. The Govt. of West Bengal has sanctioned Solar Panel with a capacity of 10 KVA to our college.
7. College has two dumping pits. Disposal of all degradable organic wastes is followed through its own system; vermicomposting system is in process.
8. College has conducted Environmental Awareness programmes for faculty and students, and involved the students in maintaining the cleanliness of the campus.
9. College maintains the ecological balance in the campus through maintaining gardens in different places for beautification, maintaining medicinal gardens, etc.
10. NSS participates in various activities such as *Swachh Bharat Mission*, Dengue Awareness etc.
11. Rainwater is collected and is used for groundwater recharging.
12. NSS units are actively engaged in different social activities.
13. College has the facility of fifteen (15) ABC Cylinders and six (06) Carbon-di-oxide (CO<sub>2</sub>) fire extinguishers.
14. E-waste are regularly disposed off through proper/authorized License holder party (Vital Waste)

#### **b. Suggestions**

1. College should follow the composition of College Environmental Committee, where Teacher-in-Charge/Principal will act as Chairman and inclusion of student members from SEM I, III & V.
2. College is requested to maintain the open space properly; cleanliness be maintained properly; and gardens at different locations through students of different departments.
3. Medicinal Garden should be enriched with more medicinal plants.
4. Butterfly Garden can be maintained as per available space.
5. Students should maintain the PBR through training, workshop *etc.*, every year with the help of Department of Botany; mapping of plants be done accordingly.
6. Increase the use of LED as much as practicable by replacing the tube light, etc.
7. Vermicomposting pit be prepared.

### **3.0 Statement of Assurance**

This audit has been conducted in accordance with the report submitted by the College Environmental Committee. On the basis of the data and physical inspection audit procedure was completed and evidence gathered to support the accuracy of the conclusions reached and contained in this report. The conclusions are based on a comparison of the situations as they existed at the time of the audit with the established criteria.



## GREEN AUDIT FRAMEWORK ANALYSIS

### 5.0 Audit Framework and detailed findings

The following audit framework is used for conducting Green Audit during the period of 2022-'23. The framework also lists the findings and observations for every criterion.

Control objectives	Control(s)	Audit Observations
Maximize the proportion of waste that is recycled & minimize the quantity of non-recyclable refuse	Reduce the absolute amount of waste that it produces from the Institute & Staff offices.	The College has used some control measures to reduce the absolute amount of waste that it produces from the departments, staff offices, inside Campus, etc. <i>Segregation method to be followed for disposing.</i>
	Make full use of all recycling facilities provided by City Municipality and private suppliers, including glass, cans, white, coloured and brown paper, plastic bottles, batteries, print cartridges, cardboard and furniture.	College is managing its all wastes through its own system. <i>Formal Agreement/MoU has already been signed with Local Municipality and Authorized License Holder Party.</i>
	Compost, or cause to be composted, all organic waste, green waste and un-recycled cardboard produced in or collected from kitchens, gardens, offices and rooms.	The College uses different bins for disposal of different types of wastes. <i>Food-wastes from 2 Hostels &amp; canteens and the fallen dead leaves from the garden be managed in the composting/cistern pit properly.</i>
	Recycle or safely dispose of white goods, computers and electrical appliances.	<i>Safe disposal methods have already been adopted for electrical wastes, printer cartridges, etc., through environment friendly methods by Authorized License Holder Party.</i>
	Use reusable resources and containers and avoid unnecessary packaging where possible	<i>College has to take some initiatives for solid waste management and reusable resources and containers and unnecessary packaging where possible.</i>
	Provide sufficient, accessible and well-publicized collection points for recyclable waste, with responsibility for recycling clearly allocated	The College has limited scope of accessible and well-publicized collection points for recyclable waste.
Minimize the quantity of wastes during special events/ occasions	Make specific arrangements for events, such as cultural Events, internal and external seminars and conferences, where significant recyclable waste is likely to be produced, in order to both minimize the waste produced and maximize what is recycled/reused	Amount of wastes generated during special events or occasions, such as Cultural Events, International and National seminars and Conferences, etc., be disposed through Local Municipality.



Control objectives	Control(s)	Audit Observations
	Promote reuse of items and waste recycling among staff, students and conference guests through training, posters and incentives	The College has limited scope of reuse of items and waste recycling among staff, students and conference guests through some incentives.
	Dispose all waste, whether solid or otherwise, in a scientific manner and ensure that it is not released directly to the environment	Yes, the College disposes all wastes, whether solid, liquid or otherwise, through its own collection system and ensures that it is not released directly to the environment.
Reduce energy consumption, especially of energy derived from fossil fuels	Support renewable and carbon-neutral electricity options on any energy-purchasing consortium, with the aim of supplying all college properties with electricity that can be attributed to renewable and carbon-neutral sources.	College follows paper-less communications through using digital media like Website notice, Whatsapp, generate e-notice for academic/administrative purposes.
	Appreciate that it is preferable to purchase electricity from a company that invests in new sources of renewable and carbon-neutral electricity	<i>College is required to install new sources of renewable and carbon-neutral electricity like solar street lamps.</i>
	Look into the possibility of on-site micro-generation of renewable electricity.	The institution has installed solar panels in the college campus in the year 2022.
	Give preference to the most energy efficient and environmentally sound appliances available, this includes only using energy-saving light bulbs	The College is using LED as much as possible.
Effective energy consumption and management practices	Encourage staff, students and conference guests to save energy through visible reminders, incentives and information to increase awareness. This particularly concerns turning off electrical appliances when not in use in both communal and residential rooms	College has a mechanism to reduce the misuse of electricity by turning off the appliances when not required. <i>All the stakeholders are to be aware and doing their best and practices to save electricity.</i>
	Ensure that all electronic and electrical equipment's, such as computers, are switched off when not in use, and is generally configured in power saving mode when such option is available	Students and all the members are used to follow this practice.
	Ensure that the equipment's running on standby mode, reduce the energy consumption on standby mode or minimize the running of equipment's on standby mode	Maintaining energy saving mechanism for most of the instruments; some of the equipment's are running on standby mode.

Control objectives	Control(s)	Audit Observations
	Purchase efficient and environmentally sound appliances and consider replacing old stock with 'greener', more efficient alternatives.	Presently, College is using environmental-friendly appliances as much as possible and taking initiative to replace the tube lights with LEDs, etc., as effective alternatives.
Minimize the use of unsustainable transport	Make available information about bicycle and pedestrian routes, public transport services and car share schemes to staff and students.	The College is well connected through rail, bus services; usually, most of them avail rail and bus services.
	Reduce the proportion of travel on the University/Institute business carried out in private transport and eliminate unnecessary and inefficient use of the University/Institute vehicles	College does not have any common bus services to all stakeholders. College has two cycle stands for students as well as two for staff members.
	Promote car sharing / car pool among the students and faculty members	No, the College does not promote car sharing/car pool among the students and faculty members.
Minimize consumption of water	Repair sources of water leakage, such as dripping taps and showers as quickly as possible.	Regular checking and maintenance of pipelines are done to control the water wastage through dedicated personnel.
	Install appliances which reduce water consumption	Practised as much as possible.
	Encourage a decrease in water usage among staff, students and conference guests	All the stakeholders of the College are encouraged in judicious use of water.
	Use an efficient and hygienic water storage mechanism is to minimize the loss of water during storage	College is taking some steps to aware about use of hygienic water, proper storage of water. <i>Sensor-based system be introduced to minimize the loss of water during storage.</i>
	Minimize wastage of water and use of electricity during water filtration process, if used, such as RO filtration process and ensure that the equipment's used for such usage, are regularly serviced, and the wastage of water is not below the industry average for such equipment's used in similar capacity	Inside the Campus building, there are existing 11 Aqua guards and they are installed in the strategic location for the students and other members.
	Install Water recycling mechanism, such as rain water harvesting system	Rainwater is used for groundwater recharging. <i>Rainwater conservation be developed through open well-recharge system for the purpose of groundwater recharge.</i>



Control objectives	Control(s)	Audit Observations
Minimize the risk of environmental health	Ensure that all cleaning products used by the University/Institute staff have a minimal detrimental impact on the environment, i.e., are biodegradable and non-toxic, even where this exceeds the Control of Substances Hazardous to Health (COSHH) regulations	Negligible amount of cleaning/washing liquids are used in the College. <i>College may maintain 'Green Budget' for the said purposes.</i>
	Minimize the use of fertilizers and pesticides in the University/Institutional gardens, opting for the use of compost produced on site wherever possible	College uses mostly organic fertilizers for maintenance of gardens, infected plants as and when required basis.
	Dispose the chemical waste generated from the laboratories in a scientific manner	Disposal of solid wastes are managed. <i>Drainage of liquid wastes from Chemistry and other labs be managed properly.</i>
	Reduce the practice of burning plastic and other materials that emit the harmful gas on burning is prevented in the campus.	No such burning.
Maintenance of green campus	Ensure the green environment	College is positive about increasing greenery. Tree plantation programmes are followed in different occasions on year-wise.
	Establish a Garden in the campus	<i>Students should be trained to handle People Biodiversity Register.</i>
	Encourage the faculties and students to plant trees in the garden	College conducts tree plantation programmes through students and staff members on year-wise. <i>Choice-plantation, fruit-plantation like palm, dates etc., may be encouraged mostly considering the suitability of the region.</i>
	Reviews periodically the list of trees planted in the garden periodically	<i>Periodical maintenance of gardens/plants be followed through student members.</i>
Ensure that environmental awareness is created	Conduct environmental awareness workshops as a part of the program.	College celebrates World Environment Day and World Water Day
	Create awareness of environmental sustainability and takes actions to ensure environmental sustainability.	College conducts environmental awareness programmes to ensure environmental sustainability.
	Reduce the rate at which the University/Institute contributes to the depletion and degradation of natural resources	College is not directly or indirectly responsible in depletion and/or degradation of natural resources.



Control objectives x	Control(s)	Audit Observations
	Promote environmental awareness as a part of course work in various curricular areas, independent research projects, and community service	Compulsory ENVS paper as per University guidelines for all the students of all streams are mandatory to have awareness on Environmental.
Ensure that the buildings conform to green standards	Review architecture of existing buildings and reviews ways, in consultation with experts, to reduce usage of energy for such buildings, offering greatest efficiency for energy and water usage, and reducing carbon emission	Presently, construction is underway under the supervision of RUSA Grants. Proposal for Boys' hostel has been sanctioned in GB. <i>In case of new constructions, green standards be followed in near future.</i>
Ensure that the Environmental Policy is enacted, enforced and reviewed	Establish the University/Institute Environmental Committee that will hold responsibility for the enactment, enforcement and review of the Environmental Policy. The Environmental Committee shall be the source of advice and guidance to staff and students on how to implement this Policy	College has College Environmental Committee and conducted so far two (02) meetings. NSS units are actively engaged for social works.
	Ensure that on the Nature Club/Environmental Committee there will be appropriate representatives of the relevant university departments and authorities – such as catering, gardening, maintenance, cleaning and finance	Waste Management and Green Audit Committee may constitute one Eco-Club for better functioning.
Ensure that the Environmental Policy is enacted, enforced and reviewed	Ensure that on the Environmental Committee there will be the Green Officer from an external agency who is engaged in the profession of providing guidance on environmental impact	College has Coordinator, but no Green Officer as such in the Environmental Committee.
	Ensure that the Environmental Committee will review the Environmental Policy on an annual basis, and will monitor progress and set measurable targets wherever possible	College campus is declared as 'Plastic Free Zone'.
	Ensure that the Environmental Policy is enforced regardless of whether its requirements exceed the mandate of the law	<i>Beautification and cleanliness be maintained inside the campus; the Green Policy of the College be reframed.</i>
	Require that every staff and student member recognizes their responsibility to ensure that the commitments in the Environmental Policy are properly put into practice	Members of the Waste Management and Green Audit Committee are actively engaged in maintaining green practices.
	Ensure that an audit is conducted annually and action is taken on the basis of audit report, recommendation and findings	First 'Green Audit' is conducted on April 13, 2024 and is based on the report of the year 2022-'23.

## 6.0 Recommendations

Considering the audit, following recommendations were made to the management.

Criteria	Recommendations
Publication of Audit Report	Resolutions of the "Waste Management and Green Audit Committee" along with audit report be published in the College website.
Maximize the proportion of waste that is recycled & minimize the quantity of non-recyclable refuse	<ol style="list-style-type: none"> <li>1. The College should go for ISO 9001:2015 Certification.</li> <li>2. Composting system be developed for degradable/bio-wastes with proper usages.</li> <li>3. Vermicomposting should be prepared considering its vegetable wastes, food wastes from hostels for boys and girls and canteens.</li> </ol>
Reduce energy consumption, especially of energy derived from fossil fuels,	<ol style="list-style-type: none"> <li>1. Use energy efficient lighting/solar light fully in and around the campus; Ecological street may be developed in and around the campus.</li> <li>2. Installation of number of control switch, MCB for monitoring of energy and sensor-based system for water consumption building wise/department wise be operated through the involvement of student members.</li> </ol>
Maintenance of Campus and biodiversity	<ol style="list-style-type: none"> <li>1. PUC (Pollution under control) certificate for all the vehicles entering the campus to be made mandatory and to be checked by security.</li> <li>2. Students be aware importance of Medicinal Gardens and PBR for different locations. Proper training, workshop on maintenance of PBR for local villages and different locations as an outreach program be initiated.</li> <li>3. Choice-plantation, fruit-plantation, artificial nesting, etc., be followed to maintain attract birds and other animals within the campus.</li> <li>4. Butterfly Garden may be initiated.</li> </ol>
Proper cleaning of water storage Tanks	<ol style="list-style-type: none"> <li>1. Proper cleaning of the water tanks for fruitful uses be followed; management of dead leaves, litters of trees inside the campus be taken care off on regular basis.</li> <li>2. Sensor-based system be maintained for checking of wastage of tank water.</li> </ol>
Project-based learning on Environment related subjects	<ol style="list-style-type: none"> <li>1. Creation of opportunity to start with technical, skill-oriented and hands-on-training programmes for environmental monitoring.</li> <li>2. Certification/Recognition of the green campus may be obtained from appropriate authority.</li> </ol>

## 7.0 Objectives and Scope

The purpose of this audit was to ensure that the Green Management Practices are followed and implemented in the campus, across all departments, administrative bodies and students.

## 8.0 Methodology

The methodology includes - preparation and filling up of questionnaire, screening of the report, physical interaction with the members in presence of Teacher-in-Charge and the Members of the Waste Management and Green Audit Committee as well as Members of IQAC, record checking and review of the submitted documentations, interviewing key persons and data analysis, measurements and recommendations. It works on the several aspects of 'Green Audit' including Water Conservation,



Tree Plantation, Waste Management, Paperless Work, Alternative Energy and Mapping of Biodiversity.

a. In order to meet these objectives, this audit was based on report submitted by the College authority and reviewing of relevant documents as far as possible and interviews with authority, Coordinator and staff members physically.

b. Review of the Documentations

c. For the purpose of this audit the Green Policy of the institute was reviewed. Other relevant standards, Green audit framework *etc.*, was also considered.

### Interviews

Interviews were conducted with the Teacher-in-Charge, IQAC Coordinator, Coordinator of “Waste Management & Green Audit Committee” and also members of the Committee.

### Physical Inspection

Physical inspection was made on 13<sup>th</sup> of April 2024 and report was prepared based on the physical verification and validation and interaction with the members of the College.

### 9.0 Declaration

I agree with all the recommendation and observations mentioned in this report.

Date: 13/04/2024

Place: Vivekananda Mahavidyalaya, Burdwan  
Sripally, Purba Bardhaman



Signed by  
College Teacher-in-Charge/  
Principal with Seal  
Teacher-in-Charge  
Vivekananda Mahavidyalaya  
BURDWAN

*Tanmoy Dasgupta* 13/04/24  
Dr Tanmoy Dasgupta  
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Deptt. of Business Administration  
The University of Burdwan  
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*Apurba Ratan Ghosh* 13/4/24  
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*Gouri Sankar Bandyopadhyay* 13/04/2024  
Dr Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
Shyamsundar  
Purba Bardhaman

Dr. Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
P.O.-Shyamsundar, Dist.-Purba Bardhaman  
W.B. 713424





Dated.....02.02.2022.....

**TO WHOM IT MAY CONCERN**

This is to Certify that Biodegradable and non-Biodegradable waste materials received from **Vivekananda Mahavidyalaya, Burdwan** during the period from 25th August, 2021 to 31<sup>st</sup> January 2022 has been disposed off as per environment friendly manner. We thank you for your effort in contributing towards a "Clean and Green Environment".

*Alpana Halder*  
**Vice-Chairperson** 2/2/22  
**Burdwan Municipality**  
**Burdwan**



Dated 11.07.2024

**TO WHOM IT MAY CONCERN**

This is to Certify that Biodegradable and non-Biodegradable waste materials received from **Vivekananda Mahavidyalaya, Burdwan** during the period from 5th May, 2022 till date has been disposed off as per environment friendly manner. We thank you for your effort in contributing towards a "**Clean and Green Environment**".

*Hiran Mondal*  
**Councillor**  
**Burdwan Municipality**  
11-7-24



**VITAL WASTE**

A RECYCLING AND WASTE MANAGEMENT COMPANY

# CERTIFICATE

OF **E-WASTE** RECYCLING

This certificate is proudly presented to

**Vivekananda Mahavidyalaya, Burdwan**

For the ethical collection and channelization for recycling of 57 kgs of E-Waste.

This document certifies that all materials/equipment have been channelized for recycling under standard set down in the E-waste (Management) Rules, 2016 and amendments thereafter.

14-12-2022

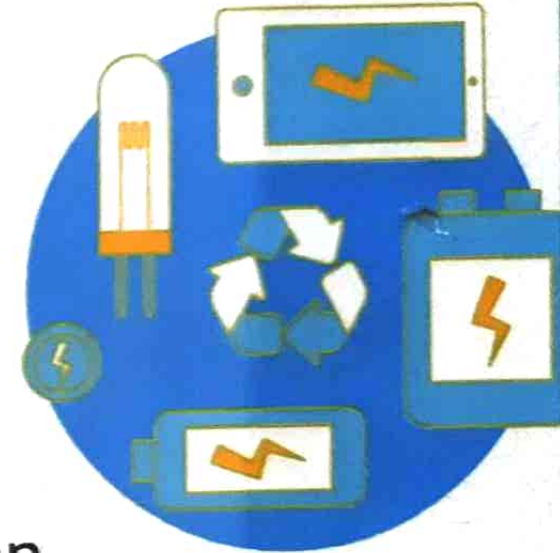
DATE



*Pranav Goel*

CHIEF EXECUTIVE OFFICER

CPCB REGISTRATION NO.: B-29016(141)/(PRO)/2022/WM-III Division







**VITAL WASTE**

A RECYCLING AND WASTE MANAGEMENT COMPANY

CERTIFICATE NO.: VW/2021-2022/CER/0015

# CERTIFICATE OF ENVIRONMENTAL EXCELLENCE

IN RECOGNITION OF THE SPIRIT TO  
CONSERVE THE ENVIRONMENT AND FOR  
MAINTAINING HIGH STANDARDS OF RECYCLING,  
WE ARE HAPPY TO CERTIFY

Vivekananda Mahavidyalaya, Burdwan

HAS RECYCLED 45 KGS OF PAPERS WHICH NEARLY  
SAVED 1 TREES

*Pranav Goel*

06-12-2021

**PRANAV GOEL**

Director Vital Waste

A Brand Of Redivivus Recyclers Pvt. Ltd.

**DATE**