



No. IC/Audit Committee/S-213/1406

Date : 19.01.2024

To  
**The Principal,**  
**Tehatta Sadananda Mahavidyalaya,**  
**P.O. Tehatta, Dist. Purba Bardhaman.**

Sir/Madam,

With reference to your letter vide No.TSM/B.U/Jan24/01 dated 19.01.2024, I am directed to inform you that an Audit Committee duly constituted by the Hon'ble Vice-Chancellor, B.U. consisting of the following members will pay a visit to your college within a short period for Academic/Administrative/Green Audit purpose :

Members of the Audit Committee

- Prof. Gouri Sankar Bandyopadhyay, Principal, Syamsundar College, P.O. Shyamsundar, Dist. Purba Bardhaman & Member of the Court, The University of Burdwan.
- Prof. Tanmoy Dasgupta, Dept. of Business Administration, The University of Burdwan.
- Prof. Apurba Ratan Ghosh, Head, Dept. of Environmental Science, The University of Burdwan.

You are therefore requested to contact the members of Audit Committee for above mentioned purpose.

Yours faithfully,

(S.K. Chowdhury)

Registrar

&

Inspector of Colleges(Addl. Charge)  
The University of Burdwan

Date : 19.01.2024

No. IC/Audit Committee/S-213/1406/1(3)

Copy forwarded for information to :-

- Prof. Gouri Sankar Bandyopadhyay, Principal, Syamsundar College, P.O. Shyamsundar, Dist. Purba Bardhaman & Member of the Court, The University of Burdwan.
- Prof. Tanmoy Dasgupta, Dept. of Business Administration, The University of Burdwan.
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**TEHATTA SADANANDAMAHAVIDYALAYA  
TEHATTA, PURBA BARDHAMAN**

**ESTD. 2013**

**ENVIRONMENTAL AUDIT/  
GREEN AUDIT REPORT  
[2022-'23]**

*Prepared by  
The Audit Committee  
The University of Burdwan*

Date: 29/04/2024

## 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 Tehatta Sadananda Mahavidyalaya, Tehatta, Purba Bardhaman, West Bengal is based on the original data collected during the period of 2022-'23. It 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 College Green Committee team members of Tehatta Sadananda Mahavidyalaya, Tehatta 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 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 internal College Green Committee during preparing their Report of the concerned year 2022-'23.*

  
29/04/24

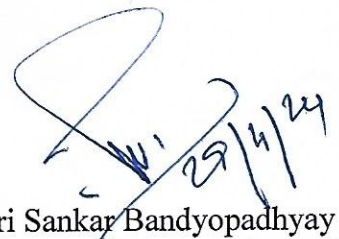
Dr. Tanmoy Dasgupta  
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Dr. Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
Shyamsundar

Purba Bardhaman  
Dr. Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
P.O.-Shyamsundar, Dist.-Purba Bardhaman  
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Date: 29/04/2024

To  
The Principal  
Tehatta Sadananda Mahavidyalaya  
Tehatta  
Purba Bardhaman  
West Bengal

Website: [www.collegetsm.in](http://www.collegetsm.in)  
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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,

  
29/04/24

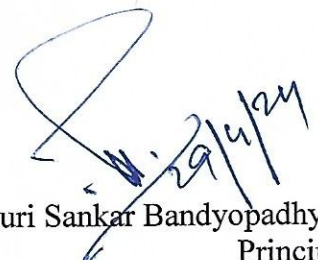
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**Principal**  
**Syamsundar College**  
**P.O.-Shyamsundar, Dist.-Purba Bardhaman**  
**W.B. 713424**

## 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 History of College

Tehatta Sadananda Mahavidyalaya, Tehatta, Purba Bardhaman, a co-educational HE Institution is the only Degree College in Kalna Block II was established on 2013 under the affiliation of the University of Burdwan since its establishment. College was established by the generous and enthusiastic people of the local area and gradually became a place of educational opportunity in the heart of rural outskirts

The establishment of Tehatta Sadananda Mahavidyalaya, Purba Bardhaman stands as a testament to the commitment to educational accessibility, addressing the needs of the local students and fostering a conducive environment for higher learning. Now, College offers 6 UG Hons. courses, and three Program Courses. The College possesses a beautiful lush green ambience. The canopy of the trees provides carbon neutrality and also hosts a wide variety of birds.

Since inception 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. College maintains an administrative hierarchy in College management. The authorities in line with one of its mission of improvement by raising the realm of 'fostering passionate pursuit for academic and intellectual excellence'. So, the College is to look into its strengths and weaknesses and identify the scope of further improvement.

Now, the College voluntarily has started the Environmental/Green audit for the year 2022-23 to look into its clean ambience and save environment slogan maintaining congenial environment in the Campus.

### 3. Executive Summary

In accordance with the "Format of Green Audit: Questionnaire", Tehatta Sadananda Mahavidyalaya, Tehatta, Purba Bardhaman, the audit is performed on 29<sup>th</sup> of May, 2024. The purpose of the audit was to propose some best practices to be followed in near future in the campus which are in accordance with the Green Policy. With this in mind, the specific objectives of the audit were to evaluate the adequacy of the management control framework of Environment Sustainability.

The analysis was based upon a physical examination of the different sectors including green areas *etc.*, and standards that govern the environmental sustainability, 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.

#### **4. Observations**

##### **a. General**

College has a total campus area of 20477.09 sq. m. and green area of 18656.01 sq. m.

College has taken some efforts for sustainable development in the College campus and to maintain greenery.

1. College has constituted "College Environmental Committee", and Eco Clubon 2023.
2. Some of the best practices such as maintaining tree plantation, introducing plastic free zone, celebration of World Environment Day, Earth Day, Blood Donation Camp, Women's Day, etc., are followed in the campus.
3. College organises Tree Plantation Programs on regular basis.
4. College has one dumping pit. Disposal of all degradable and non-degradable solid wastes is followed through its own system.
5. College has conducted Environmental Awareness programmes on regular basis for faculty and students, and involved the students in maintaining the cleanliness of the campus.
6. College maintains the ecological balance in the campus through maintaining gardens in different places for beautification, fruit-plantation, etc.
7. Rainwater is directly discharged into drainage system.
8. College has prepared the proposal of installation of Solar Panel.
9. College has taken initiative for preparation of vermicomposting pit.
10. One unit of NSS is actively engaged in green maintenance inside and outside the college campus.

##### **b. Suggestions**

1. College is requested to reframe the constitution of College Environmental Committee and Green/Environmental Policy.
2. College is requested to maintain the gardens at different locations through students of different departments.
3. Medicinal Garden should be maintained properly.
4. Butterfly Garden be maintained properly.
5. Students should be trained to handle the PBR through workshop, etc., mapping of plants be done accordingly.
6. Increase the use of LED as much as practicable by replacing the tube light, etc.
7. Existing composting be managed properly.

#### **5. 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 WORKING FORMAT

### 6. 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 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 may be signed with Local Body.</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>The fallen dead leaves from the garden be managed properly in the composting/cistern pit.</i>
	Recycle or safely dispose of white goods, computers and electrical appliances.	<i>Safe disposal methods should be adopted for electrical wastes, printer cartridges, etc., through proper disposal methods in near future.</i>
	Use reusable resources and containers and avoid unnecessary packaging where possible	College is following some steps for solid waste management and reusable resources.
	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 Body.



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 sources of energy and carbon-neutral electricity like solar street panels.</i>
	Look into the possibility of on-site micro-generation of renewable electricity.	College has submitted a proposal for installation of SOLAR PANNELS.
	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 through MCP. <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 connected through bus services; usually, most of them avail 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 one cycle stand for students as well as 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 1 RO and 1 Water Purifier (supplied by government) and are installed in the strategic location for the students and other members.
	Install Water recycling mechanism, such as rain water harvesting system	Rainwater is directly drained off. <i>Rainwater conservation be developed for other uses.</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 wash rooms, and other similar sources 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 and fruit-plantations be followed on regular basis 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, Women's Day, etc.
	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, there is no proposal of new construction.
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 a College Environmental Committee and conducted so far three meetings during the session 2022-'23.
	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	College Environmental Committee has constituted one EcoClub 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	<i>College is required to reframe the Committee, one Green Officer may be included in this Committee for maintaining budget.</i>
	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 involving students; 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 College Environmental 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	Second 'Green Audit' is conducted on 29 <sup>th</sup> of April 2024 and is based on the report of year 2022-'23.



## 7. Recommendations

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

Criteria	Recommendations
Publication of Audit Report	<ol style="list-style-type: none"> <li>1. Resolutions of the "College Environmental Committee" along with audit report be published in the College website.</li> <li>2. College Environmental Committee be framed as per guidelines.</li> </ol>
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 in a proper way.</li> <li>3. College may go for partnership with <i>Local Panchayat</i> in monitoring the disposal of solid wastes through sharing some outreach programs also.</li> <li>4. Vermicomposting should be monitored considering its vegetable wastes, food wastes from canteens.</li> <li>5. E-wastes be managed properly through License holder.</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, MCP for monitoring of energy and sensor-based system for water consumption building wise/department wise be operated through the involvement of student members.</li> <li>3. Ecological street may be developed in and around the campus; Pedestrian access be marked.</li> </ol>
Maintenance of Campus and biodiversity	<ol style="list-style-type: none"> <li>1. Students be aware importance of Medicinal Gardens and PBR for different locations.</li> <li>2. 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, <i>etc.</i>, be followed to maintain attract birds and other animals within the campus.</li> <li>4. Proposal of 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. Recognition/Awards on green &amp; clean campus from authorised persons/organisations.</li> </ol>

## 8. 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.

## 9. Methodology

The methodology includes - preparation and filling up of questionnaire, screening of the report, physical interaction with the members in presence of Principal and the Members of the College Environmental 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.



- 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.
- Review of the Documentations
- 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 Principal, IQAC Coordinator, Coordinator of College Green Committee and also members of the Committee.

### Physical Inspection

Physical inspection was made on 29<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: 29/04/2024

Place: Tehatta Sadananda Mahavidyalaya  
Tehatta, Purbra Bardhaman



*Milojade*  
29.04.24.

Signed by  
College Principal with Seal  
Principal  
Tehatta Sadananda Mahavidyalaya  
Tehatta, Purba Bardhaman

*Tanmoy Dasgupta*  
29/04/24

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