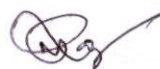


# Narula Institute of Technology

81, Nilgunj  
Road, Agarpara,  
Kolkata-700109, W.B



## Policy for The Disabled Persons (Session 2016-17)

Ref. No: NIT/PRIN/DP/2016/01	Prepared and Checked By:  N. L. A	Approved By:  
Date of Issue: 15/07/2016	Registrar, NiT	Principal, NiT



## POLICY FOR THE DISABLED PERSONS

### Statement :

Right of Persons with Disabilities Act prohibits discrimination against individuals with physical and mental disabilities. Narula Institute of Technology is against all kinds of discriminations pertaining to anything including disability. The institute aims to design its programs, administrations, and activities accessible to the students. All the authorities of the institute are striving in order to forward a helping hand towards the differently disabled so as to make sure about the benefits of grounds programs, administrations, and activities. These guidelines apply to all the institute faculty, staff and students.

### Objectives :

1. To create an inclusive environment to avoid discrimination, exploitation and exclusion of disabled students and staff members from all spheres of work and education.
2. To create suitable regulatory mechanisms to effectively serve the disabled students and staff members of the institute
3. To ensure implementation of all legislations with respect to persons with disabilities.
4. To ensure full participation of persons with disabilities and to provide them the equal opportunities for development.

### Accessibility Policy:

Providing access means making all the institute services, activities and the benefits thereof, fully available to qualified people with disabilities. The institute should provide various provisions in creating a disabled friendly campus.

The following measures have been taken-

- Building of disabled friendly ramps and lift close to the entrances of this institute.
- Building of disabled friendly washrooms in the college campus.
- Wheel Chairs facilities are available for the people with disability.
- Specially allotted rest rooms on the ground floor for disabled.

Approved by Academic Council  
Dated on 30/06/2016  
Under Agenda No. 11

Approved by BOG  
Dated on 09/07/2016  
Under Agenda No. 11

  
Principal  
Narula Institute of Technology  
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# NARULA INSTITUTE OF TECHNOLOGY

81 Nilgunj Road, Agarpara

Kolkata-700109, W.B





Policy

for

## E-WASTE MANAGEMENT POLICY

(W.e.f Session 2016-17)

Ref.No: NIT/EWP/2016/01	Checked By:  Registrar, NiT	Approved By:  Principal, NiT
Date of Issue: 15/07/2016		

Approved by BOG  
Dated on 09/07/2016  
Under Agenda No. 11

Principal  
NARULA INSTITUTE OF TECHNOLOGY  
81, Nilgunj Road, Agarpara, Kol-109



**Overview:** Electronic waste or e-waste describes or denotes all discarded electrical and electronic devices and items. Used electrical and electronic items which have become non-functional and/or reached beyond the end-of-life span and which are ready for disposal become part of e-waste. E-wastes are non-biodegradable and pose serious health hazards because of their toxic emissions. As per E-Waste Management Rules, 2016, educational institutes are classified as bulk consumers and are required to follow the guidelines as laid down by Central Pollution Control Board, Ministry of Environment, Forest and Climate change, Govt of India. This document provides an overview on collection and disposal of the e-wastes generated by Narula Institute of Technology.

**Purpose:** The Institute recognizes the importance of e-waste management and is totally committed to the protection of environment by following the rules and guidelines regarding disposal of discarded electrical and electronic waste. The institute maintains and carries out an organic method of selecting and cataloguing its entire e-wastes like computers, printers, cables, floppies, CDs, mouse, keyboards and other electronic items, which are then disposed off through selected certified vendor or recycler as per guidelines for implementation of e-waste (Management and Handling) Rules, 2016 issued by the Central Pollution Control Board.

**E-waste :** Electronic waste or e-waste describes or denotes all discarded electrical and electronic devices and items. Used electrical and electronic items which have become non-functional and/or reached beyond the end-of-life span and which are ready for disposal become part of e-waste. E-wastes are non-biodegradable and pose serious health hazards because of their toxic emissions.

**Vendor/Recycler :** Recycling of raw materials from end-of-life electronics is the most effective solution to the growing e-waste problem. Most electronic devices contain a variety of materials, including metals that can be recovered for future uses. By dismantling and providing reuse possibilities, intact natural resources are conserved and air and water pollution caused by hazardous disposal is avoided. Additionally, recycling reduces the amount of greenhouse gas emissions. A recycler or e-waste vendor comprises of a center established individually or jointly or as a registered society or a company or as an association to collect e-waste and facilitates the process of recycling by strictly adhering to the rules of the Pollution Control Board of India.

Approved by BOG  
Dated on 09/07/2016  
Under Agenda No. 11



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**The following are considered with utmost importance for effective E-Waste management :**

- Data Protection
- Disposal
- Protection of the Environment

**Data Protection :** Users are unaware of the fact that it is quite hard to completely erase all data from a computer's/device's hard drive. If data are not properly destroyed, hackers/sniffers may have ready access to the information including passwords. E-waste and data security go hand-in-hand. When the user's computer, laptop or cell phone is no longer functioning properly, it's important to take them to an experienced recycling firm/or trained individual with proper data security training so that the devices can be wiped clean of all sensitive personal information. It remains the responsibility of the institute to protect all information in embedded, encrypted, stored or written form available in/on the storage devices and no pilferage, sharing, decoding, copying shall be allowed in whatsoever form till the point of erosion and complete sanitization of the data in a scientific and internationally acceptable manner.

**Disposal :**

- Selected E-Waste/scraps are tabulated and catalogued
- Quotes requested/acquired from a minimum of 3 qualified recyclers/vendors
- Vendors/recyclers identified based on quoted amount, ability to provide Green Certificate
- CSQ with recommendation by the System Administrator is forwarded to the institute's Internal e-waste committee
- Each recycler is interviewed and a uniform yearly price negotiation takes place for selection of the most competent vendor/recycler.
- The items are then audited by the selected auditor along with the institute's internal designated auditor (normally the team of System Administrator, Stores Manager and Accounts Officer).
- The said items are disposed off and recycled as per official Government's norms. The recycler then awards the Green certificate in recognition of the institute's green initiative.

**Protection of the Environment:** The institute strictly follows the guidelines of the Central Pollution Control Board for discarding the e-wastes with the help of certified recycler, thus reducing the effects of toxic emissions and soil pollution in and around the campus.

Approved by BOG  
Dated on 09/07/2016  
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