

Name of Auditee

Balaghat Shikshan Sanstha's
Arts, Science And Commerce College,
Naldurg.

EFC's Green Audit
Implementation
Checklist

Eco Friendly Club
5 Basav Ganga, Sidhleshwar park
Jule Solapur, Solapur.



Environmental policy			
Requirements	Conformity		
	Y	N	N/A
1. Has the institute defined and documented its Environmental policy	Y		
2. Is the Environmental policy based on: Significant Environmental aspects? Corporate policy? Please display Mission / Vision Statement please attach it with annexure.	Y Y		
3. Is the policy appropriate to the institutes activities and their potential Environmental impacts.	Y		
4. Does the policy include commitments to : Continuel improvment. Prevention of pollution.	Y		
5. Does the policy provide a framework for setting environmental Objectives and targets?	Y		
6. Is the policy documented, implemented mentioned and communicated to all persons working for or on behalf of the institute ?	Y		
7. Is the policy available to everyone connected to institute Enironmental Aspects.		N	

Environmental policy			
Requirements	Conformity		
	Y	N	N/A
1. Have aspects related to potential significant Environmental policy aspects been considered in establishing and implementing the audit?	Y		
2. Have aspects having reporting monitoring or operational requirements been identified as significant aspects?	Y		
3. Are the following environmental aspects considered in sufficient detail? Tree plantation for compensating CO ₂ emissions No tobacco zone Plastic free zone Wastewater effluent Waste management Soil pollution Raw material and natural resource usage Hazardous and toxic material Impact on wellbeing of all living organism (e.g. noise, smell, as housekeeping storage areas, piping)	Y		
4. Are the following operational aspects considered? Normal operating conditions Abnormal operating conditions (e.g. start up and shut down conditions, Maintenance, incidents) Development of new or modified processes, products or services Actual and potential emergency conditions.	Y Y	N	
5. Have significant aspects been identified?	Y		
6. Are the significance evaluation criteria reasonable and adequate?	Y		



Environmental policy			
Requirements	Conformity		
	Y	N	N/A
7. Have environmental aspects identified and evaluated?	Y		
8. Mention the maintenance schedule for following things are kept: 9. Maintenance schedule for lights 10. Maintenance schedule for fans 11. Maintenance schedule for air conditioners / heaters / boilers / stoves / incinerators. 12. Maintenance schedule for computers / printers 13. Maintenance schedule for flood lights 14. Maintenance schedule for power plugs 15. Maintenance schedule for coolers / exhaust / gen sets / water pumps / EFTs etc. 16. Maintenance schedule for transportation 17. Maintenance schedule for vehicles 18. Two wheelers BSIII / BSIV mfg. year _____ 19. Two wheelers / buses / tractors BSIII / BSIV mfg. year _____ 20. Trucks BSIII / BSIV mfg. year _____ 21. Lawn movers BSIII / BSIV mfg. year _____ college buses BSIII BSIV mfg. year _____ carbon dioxide(CO2) methane (CH4) nitrous oxide (N2O) hydro fluorocarbons (HFCs) Per fluorocarbons (PFCs) Sulphur hexafluoride (Sf6) Other air / water pollutants used in colleges such as air fresheners. Detergents, cleaning agents, dyes, pigments, pesticides, repellents etc. If yes then how & what way you try to reduce/stop using it or by finding organic substitute?	Y		
If any Solar panels Solar thermal plant Composting		N N N	



Legal and other requirements.			
Requirements	Conformity		
	Y	N	N/A
1. Has a procedure been developed and implemented to identify applicable regularity and other requirements?	Y		
2. Are current norms set by institute for conservation of energy applicable to all individuals in institute to be followed?	Y		
3. have all further agreements the organization needs to fulfill been integrated un the procedure? Business related documents	Y		
Agreements with public authorities	Y		
MOUs with ngos			
4. Are the following licences permits and approvals available to demonstrate full legal compliance? licences of waste collectors air emission permits west water discharge permits permits and licences related to dangerous goods	Y		N/A.



Objectives and Targets.			
Requirements	Conformity		
	Y	N	N/A
1. Have environmental objectives and targets been established at each relevant function and level in the organisation?	Y		
2. Are objectives and targets documented?			
3. Objectives and targets take specific, measurable, concrete, and understandable?			
4. Do the objectives and targets take into consideration of the following? The significant environmental aspects The views of interested parties			
5. Are the objectives and targets consistent with the following? The commitment for prevention of pollution. The commitment for continual improvement of the environmental performance (where applicable)	Y Y		



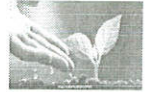
Legal and other Requirements			
Requirements	Conformity		
	Y	N	N/A
6. Are evolution criteria or meeting record available to determine what significant environmental aspect become objectives and target?	Y		
7. Have programmes of achievement of environmental objective and targets been established and implemented?	Y		
8. Have responsibilities been assigned for programmes at each other appropriate function and level?	Y		
9. Have committees and subcommittees are formed?	Y		
10. Do the programs include the following elements? Designation of responsibility for achieving objectives and targets at east relevant function and level of the organization. The means and time frame by which the programs are to be achieved Are the programs where appropriate revised and amended to apply new development new or modify activities products or services.			



Legal and other Requirements			
Requirements	Conformity		
	Y	N	N/A
11. What kind of programs are organized at institute level?			
12. Celebration of Environmental day	Y		



Legal and other Requirements			
Requirements	Conformity		
	Y	N	N/A
13. Horizontal waste management			N/A.
14. Politeness free campus.	Y		
15. Environmental conversation activities			
16. No honking area.		N	
17. No smoking area.		N	
18. No vehicle day.		N	
19. Composting pit.		N	
20. Tree plantation drive in an institute. Tree plantation chart Sr. No Name of the species date of plantation			
1. Albizia lebbeck 2016-21			
2. Areca lutescens. 2016-21.			
3. Azadirachta indica - 2016-17.			
4. Cassia fistula - 2016-17			
5. Dalbergia sisoo - 2016-17			
6. Guazymaulmi folia - 2016-17			



Legal and other Requirements					
Requirements			Conformity		
			Y	N	N/A
Sr. No	Name of the species	date of plantation			
7	-Peltophorum p.	- 2016-17			
8.	Polyalthialongifolia angustifolia	- 2016-17.			
9.	Thuja orientalis	- 2016-17			
10.	Pongamia glabra	- 2016-21			
11.	Tamarandus indica	- 2016-21			
12.	Sterculi afoetida	- 2016-21			
13.	Mimosa pudica	- 2016-21			
14.	Platyclusus sps.	- 2016-21			
15.	Saraca asuca	- 2016-21			
16.	Citrus limetta	- 2016-21			
17.	Tubebuia argentea	- 2016-21.			
18.	Cocos nucifera	- 2016-21.			
19.	Butea monosperma	- 2016-21			
20.	Sapindu trifoliatus	- 2020-21			
21.	Tecoma stans	- 2016-21			



Legal and other Requirements			
Requirements	Conformity		
	Y	N	N/A
21. Swach Bharat Abhiyan	Y		
Lectures on various topics	Y		
Educate students the importance of composting.	Y		
22. Any special program if any (Avoid POP Ganesh idols)			
23. Lat us know the values of LED bulbs programs.	Y		



Legal and other Requirements			
Requirements	Conformity		
	Y	N	N/A
24. Eradication of weeds 3rd week of every month (uprooting unwanted grass, plants, weeds).	Y		
25. Control the noise pollution inactive.		N	
26. 'Switch it on, switch it off' save the electricity initiative.		N	
'How to read your electricity bills' initiative and save on money.			
Resources, Roles , Reponsibility and Authority.			



Legal and other Requirement			
Requirements	Conformity		
	Y	N	N/A
1) Is an internal green audit committee chart available?			
2) <u>Dr. S. L. Korekar</u>principal of the institute.			
3) Chairman internal green audit committee. <u>Dr. V. S. Sanjant.</u>			
4) Co-ordinator internal Green Audit committee. <u>Dr. U. N. Bhale.</u>			
5) MEMBERS			
6) <u>Dr. L. D. Done.</u> HOD I			
7) <u>Dr. H. K. Jadhav</u> HOD II			
8) <u>Dr. M. G. Babare</u> HOD III			
9) <u>Dr. S. B. Patil.</u> HOD IV			
10) <u>Mr. Dr. Y. Patil</u> HOD V			
11) Mchsee admin			
12) <u>Mr. S. Shenmare</u> Teaching staff representative			
13) Mr. <u>B. S. Shinde</u> Gardener			
14) Mr. <u>Eco-friendly Club</u> Ngo			
15) Mr.invitee environment and forest education under			
16) student Representative(Head of the volunteers). <u>Mr. Wale S. G.</u>			
Resources, Roles, Responsibility and Authority.			



Legal and other Requirement			
Requirements	Conformity		
	Y	N	N/A
17) Have responsibilities authorities for environmental management been defined and documented?	Y		
18) Has a management represented you been assigned in it?	Y		
19) Have the roles, responsibilities and Authorities of the Management representative been defined.	Y		
20) Are the required redis principal and balaji finance for implementation and control of your life management system providing by management.			N/A
21) Any resources reserved for environmental conservation activities are budget in an early expenses plan of budget			



Competence, Training and awareness.			
Requirements	Conformity		
	Y	N	N/A
1. Have training needs pin in identified specific and separately for student teaching and non-teaching staff of the institute.	Y		
2. Are All personnel work all work of cap or significant environmental impacts competent of on the basis of education training and or experience?. (parents neighbours third party contractors)	Y		
3. Have procedures been established to assure all personal working for or on behalf of the institute are aware of the environmental policy, actual and politics potential impacts and their responsibilities.	Y		
4. Has the institute ensure that our personnel performing environmental specific task have the required knowledge (e.g. education training experiance)	Y		
5. Does the communication process ensure that business partners suppliers and conductors are aware of the relevant requirement of the institute?		N	
6. In case of any new do the construction do the contractors working on site have the requisite knowledge and skill or on or have been trained perform the work in an environmental responsibilities manner?		N	
7. Are training records certificate and licence available to demonstrate the competence?	Y		



Communication.			
Requirements	Conformity		
	Y	N	N/A
1. Are procedure maintained for communication of environmental issues between various levels of the organization?	Y		
2. Are procedure mentioned for receiving documenting and responding of to communications from external interested parties?	Y		
3. Health organisation recorded it policy and / or process for external Communication on its significant environmental aspects?			



Documentation			
Requirements	Conformity		
	Y	N	N/A
1. Have the core elements of the institute and their interaction been described in paper or electronic form	Y		
2. Does documentation of core institute in elements provide to related documentation?	Y		
3. Are the following Institute documents documented: policy objectives and targets scope of the institute.	Y		



Control of documents and resources in institute.			
Requirements	Conformity		
	Y	N	N/A
1. Are the procedure mentioned to ensure a periodic review and appropriate revision of all required documents?		N	
2. Is current version of all required documents available to all essential locations?	Y		
3. How are the resources kept properly such as wastage of water, energy etc.			
4. How are the daily consumables such as such as paper, cartridges chemicals in the lab etc. are used conservatively?			N/A.
5. Are vehicles and electric electronic equipment are maintained?			



Operational Control.			
Requirements	Conformity		
	Y	N	N/A
1. Are activities associated with significant environmental aspect planned and carried out under space specified conditions.			
2. have documented procedure been established, implemented and maintained for operation associated with significant environmental aspects policy, objectives and targets?			
3. Have during environment of the of the documented procedure, the following elements considered? activities where they and their absence could cause deviation from environmental policy objectives and targets Stipulating operating criteria and limits for control of the important activities characteristics. Control processes of significant environmental aspects of and services Release of new or modified processes and products.			
4. Are during the development of the document procedures, other indirect impacts considered?			N/A
5. Have Procedures been established relating to the significant environmental aspects of materials and services purchased and used by the organization?			
6. Have procedures been established to communicate a relevant procedure and /or requirements regarding environmental aspects of purchased products or services, to suppliers and subcontractors?			



Emergency preparedness and response			
Requirements	Conformity		
	Y	N	N/A
1. Have procedures been implemented to identify the potential for and respond to emergencies	Y		
2. Have procedure been established to prevent and mitigate impacts of emergencies?	Y		
3. Are Emergency procedures tested where practicable? Such as fire alarm maintenance of first kits, first water pump usage indicators and and automatic shut off system.		N	
4. Are emergency plans available? Or procedures define to ensure that environmental impacts of emergency situations are in mitigated?	Y		
5. Are the responsibility documented to review and revise where necessary the emergency preparedness and responses procedures?	Y		



Monitoring and measurement requirements.			
Requirements	Conformity		
	Y	N	N/A
1. Have procedures been documented and implemented to monitor key characteristics of operations that can have significant impacts?	Y		
2. Has any Environmental performance indicator that related to objectives and targets been established?	Y		
3. How do the institute tackle the bio-D and non-bio d waste? Such as paper lab waste old equipment scrap e waste everyday consumables old furniture etc.			
4. Are records available to track performance and conformity with objectives and targets?		N	
5. Annual budgetary framework plan.		N	



Evaluation of compliance.			
Requirements	Conformity		
	Y	N	N/A
1. Are documented procedures established implemented and mentained to periodically evaluates?		N	
1. Energy Management	Y		
2. Lights			
3. Fans			
4. air conditioner/heaters/ boilers/ stoves / incinerators			
5. computer /printers			
6. power plugs			
7. list of electrical equipment's / gadgets.			
8. Cooler / exhausts/ gensets / water pumps / EFTs Etc.			
9. Transportation			
10. list of vehicles			
11. two wheelers BSIII BSIV mfg. year _____			N/A
12. three wheelers / buses/ tractors BSIII /BSIV mfg.year _____			
13. trucks BSIII BSIV mfg. year _____			
14. college buses BSIII BSIV mfg. year _____			



Nonconformity, corrective, action			
Requirements	Conformity		
	Y	N	N/A
1. Have the procedures been established to define the responsibility for handling investigating and controlling and mitigating Nonconformity.			
2. Are corrective and preventive actions timely, appropriate and effective?			
3. Are procedures changed and/or updated as a result of corrective and effective?			
4. Does the procedure include the fact that complaints from interested parties are to be integrated in process?			



Control of records.			
Requirements	Conformity		
	Y	N	N/A
1. Specific location to keep records?	Y		
2. Is it fire safe?	Y		
3. Is it termite safe?	Y		
4. do the records include the following: training records green audit result management review Records Information on applicable environmental laws and other requirements. inspection maintenance and celebration records. electrical equipments Information on emergency preparedness end response. Information on significant Environmental aspects and associated impacts	Y		N/A N/A N/A N/A



Control Of Records			
Requirements	Conformity		
	Y	N	N/A
Monitoring data			N/A
details of nonconformity, incidents, compliments and follow-up actions			N/A
Process and product information			N/A
Photo library of various initiative taken by Institute (can be attached separately with proper annexure)			
News cuttings of various activities organized in a period of the year (can be attached separately with proper annexure)			



Internal Audit.			
Requirements	Conformity		
	Y	N	N/A
1. Have internal green auditor procedures been developed and implemented?			
2. Are green audit frequencies and topic based on the environmental importance of the activity concerned and the result of prior green audits?		N	
3. Do green audit procedures cover how results are reported and how results are provided to management?			N/A.
4. Does audit procedure adequately define scope? Frequently methods and response responsibilities?	Y		
5. Has the green audit system been fully and it effectively implemented?			
6. Do audit reports and records indicate the reliable life real system which can be used as tool in the third party audit process?			
7. Are green audit reports are a timely and and are proper interval?			N/A

Management Review.



Requirements	Conformity		
	Y	N	N/A
1. Do periodic management reviews take place to ensure the continuing suitability and effectiveness of the green audit?			N/A
2. Does management of the institute review result is changed appropriate to the policy, objectives targets etc?			N/A
3. Is management review record regularly?			
4. Are the reviews carried based on the following documents or information?			N/A
Green audit results report?			
Achievement of an environmental management system objectives and targets			
Communication and complaints from relevant committee & subcommittee?			N/A
Requirements	Conformity		



	Y	N	N/A
The environmental performance of the organization. Status of corrective and preventive actions.			
Follow-up actions from previous management reviews.			N/A
Changing circumstances including development in legal and other requirements related to its environmental aspects and Recommendations for improvement.			N/A

**इको नेचर निसर्ग संवर्धन सहकारी
संस्था मर्पा, जि सोलापूर**