

CAMPUS GREEN AUDIT

Procedures

- Awareness Workshop
- Installation of a Green Guardian Club
- Installation of IQAC (Internal Quality Assurance Cell) – the Administrative body
- Recruitment of Audit Team
- Definition of Areas for Auditing
- Allocation of Responsibilities
- Training on Green Auditing
- Creation of Database on Green Campus
- Generation of Audit sheet
- Evaluation of Data
- Identification of Gaps
- Preparation of Remediation Plan
- Publication/Filing of Green Campus Status Report (AQAR - Green Audit Report)

Awareness Workshop

Duration : Two days

Focus : Why and How to have a Green Campus?

Who to Attend : Management, Faculty, Admin staff, PTA and Students

Installation of a Green Guardians Club (GGC)

- Selection of Members from Students and Faculty for conducting the Green Audit (GGC)
- Recruitment of Audit Group (Competent Consultant)
- Formation of IQAC
- Providing Audit Tools, Responsibility Sharing plan, Demarking areas/territories, Training on Field Audit, Creating Online Database, Deciding Periodicity of component audits, Compiling Results, Preparation of AQAR (Annual Quality Assurance Report) and Implementing the Remediation Plans.

Implementation

- Awareness Workshop
- Preliminary Field Walk Through
- Detailed Training for GGC
- Secondary Data Collection on previous functioning
- Field (Onsite) Audit on Component Audits (Water, Waste, Energy, Health, Renewables Use, Environmental Quality, Mobility & Gender justice, and Carbon Accounting)
- Analysis leading to Draft Report Preparation
- Circulation of Draft Report among Stakeholders
- Finalisation of AQAR and its submission to Authorities/Publication

Responsibilities

1. Of Institution

- Organise the Awareness Workshop
- Contract a Competent Consultant
- Facilitate all the procedures and stages of Green Audit
- Submit the Green Audit Report to appropriate authorities for support/approval
- Publish the Report as a means of elevation of quality as a Higher Education Institution/ Branding
- Meet all the essential financial requirements in achieving the results including in remediation
- Incorporate the finalised procedures as a part of the normal functioning of the Institution

2. Of Consultant (Consortium led by NGGFN)

- Advise and Assist all the Stakeholders of the Institution under Green Audit
- Ensure Compliance of relevant Rules, Regulations, Standards and Guidelines
- Assist the GGC and IQAC in Identifying gaps, remediation plans and onsite activities as and when needed
- Ensure compliance with use of proper tools, licensed technicians, and legal guidelines
- Assist in the preparation of Draft and Final Reports
- Train selected Students to become future Green Auditors