

## **BEST PRACTICES**

### **PRACTICE 1: DEVELOPMENT OF AN ECO-FRIENDLY ENVIRONMENT**

#### **Objectives of the Practice:**

SVCE believes in Sustainable living. The College has implemented and is practicing many measures to enable the same.

#### **The Context:**

Well before the UN framing the Sustainable Development Goals (SDGs), SVCE has been nurturing sustainable practices to create a green and clean Campus.

#### **The Practice:**

##### **Energy Conservation:**

The Institution's building architecture has incorporated energy-efficient designs. Especially the new classroom blocks are designed to allow natural light and ventilation. Even the exterior structure needs no coating as it is coated with natural stonework.

All the electrical appliances are with energy stars to guarantee lower energy bills and reduced emissions. Traditional bulbs are also gradually replaced by LEDs. The eco-club periodically conducts awareness programs to educate students, staff, and the local community on how they can lead a sustainable lifestyle. Stickers and posters are placed in several strategic locations like washrooms, and parking lots to remind people to conserve resources like energy and water.

Both Solar Water Heaters and a Solar Power Plant with a 35-kW capacity are installed.

##### **Solid Waste management:**

Solid waste: Meaningful campus-wide clean-up/reducing/recycling schemes are in place as part of the Swachh Bharat program.

Organic waste like leaf litter is converted to manure and compost and vermin-compost.

Paper waste is periodically collected and given to ITC's Creating Well Being Out of Waste (WOW) scheme.

##### **E- and chemical waste:**

E-waste is disposed of through authorized agents. Hazardous chemicals are neutralized and sent to the sewage treatment plant for further treatment. The bacterial cultures propagated in

the laboratories for experimental purposes are discarded after following an appropriate-decontamination method.

#### **Wastewater management:**

The College has a Sewage Treatment Plant with a capacity of 250 Kilo Liters per Day (KLD) which includes 200 KLD of Ultra-filtration facility, and the treated water is utilized for the landscape upkeep.

#### **Water Conservation:**

A 75,00,000-liter rainwater storage collects all the run-off water on the Campus. Besides catering to our internal water requirements, it recharges the aquifers.

A RO plant ensures clean water. Aerator taps are used to reduce the usage of water. Pipes and taps are checked regularly for possible leakages and fixed periodically.

#### **Creating Micro habitats:**

To promote biodiversity in the campus and its environs several micro-habitats are created on the Campus.

#### **Planting indigenous tree species:**

As indigenous trees and shrubs are vital for healthy biodiversity, SVCE has nurseries to nurture and propagate native tree species. The saplings are distributed to schools and other institutions. These trees on the campus support 70 species of native and migratory birds.

#### **Butterfly Garden:**

Two butterfly gardens are a haven for 40 species of butterflies on the Campus.

#### **Herbal Garden:**

40 different species of herbal plants are nurtured.

#### **Evidence of Success:**

The campus has a green cover of about 60% and is a sanctuary to a variety of flora and fauna.

SVCE received the Tamil Nadu Pollution Control Board's "Green Campus Award" appreciating the initiatives taken to develop an eco-friendly environment.

#### **Problems Encountered and Resources Required:**

Since the Campus has 'no ground water' and 'clay soil', creating greenery is a herculean task.

## **BEST PRACTICES**

### **PRACTICE 2: 5S (SEIRI TAG) & QR code implementation**

#### **Objectives of the Practice:**

The objectives of 5S and QR implementation revolve around improving efficiency, safety, quality, and employee engagement in the workplace, ultimately leading to enhanced productivity and competitiveness for the organization.

#### **The Context:**

SVCE strives to create a clean, organized, and efficient work environment by systematically organizing and standardizing the workplace.

#### **The Practice:**

##### **5S Implementation**

Implementing 5S in an educational institution significantly improves efficiency, organization, and overall effectiveness of operations. The 5S methodology is implemented in the following manner:

**Sort (Seiri):** This is done by sorting through all the items and materials in classrooms, offices, and storage areas; Identifying what is necessary and what is not. Outdated textbooks, broken equipment, and unnecessary paperwork are discarded. Teachers and staff are encouraged to only keep essential materials in their work spaces.

**Set in Order (Seiton):** Specific places are designated for every item to ensure easy access and reduce searching time. Classrooms, libraries, and offices are arranged in a logical and ergonomic manner to enhance productivity. Labels, signage, and color coding are used to clearly identify storage locations for different items such as books, supplies, and equipment.

**Shine (Seiso):** Regular cleaning schedules for classrooms, libraries, labs, and common areas are maintained. Students and staff are encouraged to maintain cleanliness by providing adequate cleaning supplies and organizing periodic clean-up events. Facilities are regularly inspected to identify and address any maintenance issues promptly.

**Standardize (Seiketsu):** Standard operating procedures (SOPs) are adopted for maintaining cleanliness and safety. Guidelines are developed for storage, labeling, and inventory management to ensure consistency across different departments and areas. Training and orientation sessions are provided for staff and students to familiarize them with the 5S principles and procedures.

**Sustain (Shitsuke):** A culture of continuous improvement and accountability is fostered by encouraging everyone to adhere to 5S practices. Regular audits and inspections are carried out to monitor adherence to standards and identify areas for improvement. Individuals or teams that demonstrate excellence in implementing and maintaining 5S principles are given due recognition

### **QR Code Implementation:**

Implementing QR codes in educational institutions is a growing trend, offering various benefits for both students and staff. QR codes are adopted for the following:

**Event Promotion:** Educational institutions use QR codes to promote events such as seminars, workshops, or club meetings. Scanning the QR code lead to event details, registration forms, or promotional videos.

**Laboratory learning:** In all the Laboratories, all the equipments are provided with QR code, which assists in asset tracking system.

**Library Resources:** Libraries utilize QR codes to provide easy access to catalog searches, e-books, or research databases. Scanning the QR code lead directly to the relevant resource without the need for manual searching.

### **Evidence of Success:**

By implementing 5S in our institute,an efficient, and conducive environment for teaching, learning, and administrative activities are maintained, enhancing the sense of responsibility, ownership, and pride among students and staff, leading to improved overall performance and satisfaction.

By incorporating QR codes into practice, various processes have been streamlined and also convenient access to resources have been provided, ultimately enriching the learning experience for students and improving operational efficiency for staff.

### **Problems Encountered and Resources Required:**

Identifying materials that will not be reusable and need to be discarded would be a dynamic process