



Pune District Education Association's
Annasaheb Magar Mahavidyalaya
Hadapsar, Pune- 411028

Affiliated to Savitribai Phule Pune University, Pune



Self Study Report: 2024 (4th Cycle)



Criterion 6- Governance, Leadership and Management

Key Indicator- 6.5 Internal Quality Assurance System

Metric: 6.5.2(QnM)

Quality assurance initiatives of the institution:

1. Regular meeting of IQAC.
2. Academic and Administrative Audit (AAA)
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.



Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL BENGALURU



**Pune District Education Association's
Annasaheb Magar Mahavidyalaya**

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ENERGY AUDIT

STUDY PERIOD (TWO YEARS) 2021 – 2022 & 2022 - 2023

Sustainability study

AUDIT REPORT

Studied for

Pune District Education Association's

Annasaheb Magar Mahavidyalaya

Survey No. 215/277, Manjari Road,

Hadapsar, Pune – 411028,

Maharashtra, India

Studied in the capacity of

Accredited and Certified

Green Building Professional



Studied by

Greenvio
Solutions

Website: <https://thegreenviosolutions.co.in/>

Email: greenviosolutions@gmail.com

Valid till **August 2024**

Background reference image Janko Ferlic on pexels

Disclaimer

The Audit Team has prepared this report for the **Pune District Education Association's Annasaheb Magar Mahavidyalaya** located at Survey No. 215/277, Manjari Road, Hadapsar, Pune – 411028, Maharashtra, India based on input data submitted by the Institute analysed by the team to the best of their abilities.

The details have been consolidated and thoroughly studied as per the various guidelines for Green Buildings available in National and International Standards; the report has been generated based on comparative analysis of the existing facilities and the prerequisites formulated by various standards. The inputs derived are a result of the inspection and research. These will further enhance and develop a Healthy and Sustainable Institution.

These can be implemented phase wise or as a whole depending on the decision taken by the internal team. The warranty or undertaking, expressed or implied is made and no responsibility is accepted by Audit Team in this report or for any direct or consequential loss arising from any use of the information, statements or forecasts in the report.

The audit is a thorough study based on the inspection and investigation of data collected over a period of time and should not be used for any legal action. This is the property of Greenvio Solutions and should not be copied or regenerated in any form.

The Report is prepared by the Team of Greenvio Solutions under their brand and department – Sustainable Academe as Consultancy firm with the Project Head - Ar. Nahida Shaikh who is as an Accredited and Certified Green Building Professional-Architect. Green Building consultancy is her forte and she is one of the most sought after names when it comes to providing excellent quality services within the stipulated time frame.

The Study is conducted in capacity of Accredited & Certified Green Building Professional with extensive experience.

Greenvio Solutions

Developing Healthy and Sustainable Environments

We are an Environmental and Architectural Design Consultancy firm

Sustainable Academe is our department for conducting Audits

Palghar District, Maharashtra- 401208

sustainableacademe@gmail.com



Acknowledgement

The Audit Assessment Team extends its appreciation to the **Pune District Education Association's Annasaheb Magar Mahavidyalaya, Maharashtra** for assigning this important work of Energy Audit. We appreciate the cooperation extended to our team during the entire process.

Our special thanks are extended are due to everyone from the Management.

Our heartfelt thanks are extended to Chairperson of entire process **Dr. Nitin L. Ghorpade**, (Principal) for the valuable inputs.

We are also thankful to Institute's Task force who have played a major role in data collection.

- ⇒ Faculty members – **Dr. Joshi Ramakant P.** (IQAC Co-ordinator); **Dr. Shubhangi Shinde**, Criteria 7 Incharge (*Special mention for the excellent coordination*).
- ⇒ Admin staff members – **Mr. Sabale G. S.**
- ⇒ Non-teaching staff members – **Mr. Bagade D. S.**

We appreciate the cooperation of the **entire Teaching, Non-teaching, and Admin staff** for their support while collecting the data.

Sustainable Academe

Brand of Greenvio Solutions, Palghar District, Maharashtra- 401208



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1. Introduction

1.1 Statements of the Institution

1.1.1 Vision

The Institute proposes "Becoming and institution of Educational Excellence by imparting higher Education."

1.1.2 Objectives

The Institute adheres and focuses:

- ⇒ Providing relevant educational facilities
- ⇒ Equipping with requisite knowledge and holistic development methods.
- ⇒ Internalizing personality development
- ⇒ Introducing job-oriented and professional courses
- ⇒ Broadening awareness of human rights, value systems, culture and heritage
- ⇒ Developing scientific temperament and environmental awareness.

1.2 Assessment of the Institute

1.2.1 Affiliation

The Institute is affiliated to **Savitribai Phule Pune University**, one of the premier universities in India, is positioned in the North-western part of Pune city.

1.2.2 Certification

The College has received the code under **All India Survey of Higher Education (AISHE)** wherein the code is C-41752.

1.2.3 Recognitions

The College is recognised under the **section 2(f) and 12 (B) of the University Grants Council Act, 1956.**



1.2.4 Accreditation

The following are details of the accreditation awarded by the National Assessment & Accreditation Council (NAAC) to the College.

Cycle	First	Second	Third
CGPA	81.60	3.08	2.49
Grade	B++	A	B
Year	2004	2012	2018

Table 1: NAAC Accreditation details of the Institute

The College is due to enter its Fourth cycle of NAAC.

1.3 Facilities

The team emphasize on latest technological advancement through its educational initiatives. Some of the key facilities are listed below.

- Well-equipped classrooms, gymnasium
- Well stocked library and multiple laboratories
- Outdoor sports facilities
- Various environmental pockets
- Dedicated compost pit zone

2. Overview

2.1 Summarised Populace analysis for 2022-2023

2.1.1 Students data

The data (shared by the Institute) shows there were a total of **2,793 male and 1,909 female students.**

2.1.2 Staff data

S. No.	Type	Male	Female	Total
1	Admin staff	07	04	11
2	Teaching staff	48	84	132
3	Non-Teaching staff	37	07	44
Total Staff Members		92	95	187

Table 2: Staff data of the Institution for 2022-2023

The staff data shows the Institute premises had a total of **187 Staff Members.**

2.2 Summarised Populace analysis for 2021-2022

2.2.1 Students data

The data (shared by the Institute) shows there were a total of **3,027 male and 2,014 female students.**

2.2.2 Staff data

S. No.	Type	Male	Female	Total
1	Admin staff	07	04	11
2	Teaching staff	54	77	131
3	Non-Teaching staff	37	07	44
Total Staff Members		98	88	186

Table 3: Staff data of the Institution for 2021-2022

The staff data shows the Institute premises had a total of **186 Staff Members.**

3. Research

3.1 Site Area & Institute Building Spread Area

The **site area is 5.2 acres** with a built-up area of **1,35,657 sq. ft. approximately 4,889 nos. of footfalls.**

3.2 Institute Infrastructure

3.2.1 Establishment

The Institute was established in **1971.**

3.2.2 Spatial Organisation

The Institute is located in a pollution free and healthy environment.

The Building is a Reinforced Cement Concrete (RCC) framework building.

There are provisions for staircase for accessibility on the premises, whereas there are amenities such as CCTV, a first aid room, etc.

4. Investigation

4.1 Observations

The following points were observed during the investigation.

- **Lights** - All lights are in working conditions. There was **no fuse defect observed**.
- **Fans** - All fans are in working conditions. Windows **do not** have cracks and are caulked appropriately.
- **Air conditioners** - The Outdoor units were cleaned maintained and had **no dust collection problems**.
- **Equipment** - All equipments are in working conditions and **daily monitoring is done by the maintenance staff** and admin staff in an excellent manner.
- **General** - **No defect** was found in any appliance of electrical consumption.

4.2 Energy efficiency analysis

4.2.1 Energy efficient practices for alternative sources

Additional provisions that can be introduced in the near future are noted below:

- Solar tree
- Solar parking

4.2.2 Energy efficient equipment

- The premise has LED Lights in multiple spaces.
- The air conditioners are BEE star labelled appliances, the old ones are supposed to be replaced soon.
- There are no energy efficient fans in the premises.

5. Documentation

5.1 Primary sources of energy consumption

- **Electrical (Metered)** – Light, Fans, Equipments, Pumps comprise these sources.
- **Renewable energy** – There are '**SOLAR System and Sensor based light system**' as sources of renewable energy available in the premises.

5.2 Secondary sources of energy consumption

The premise uses batteries, UPS as backup for administrative purposes. The details of the existing sources are documented below:

S. No.	Name	Nos.
1	UPS	02
2	Inverters	02
3	Gas cylinders	20

Table 4: Details of secondary sources of energy consumption

5.3 Actual electrical consumption as per bills

The Institute does has rooftop solar panels installed and thus reaps benefits in billing units every month, the data has been documented accordingly.

S. No.	Month	Year	(A) Total units consumed	(B) Solar units generated	(C = A-B) Gross units consumed after deduction
Academic year 1 2021-22					
1	June	2021	2,597	278	2,319
2	July	2021	5,113	311	4,802
3	August	2021	3,835	313	3,522
4	September	2021	3,911	329	3,582
5	October	2021	4,008	321	3,687
6	November	2021	4,125	306	3,819
7	December	2021	5,924	551	5,373

8	January	2022	5,100	317	4,783
9	February	2022	4,355	302	4,053
10	March	2022	5,119	347	4,772
11	April	2022	9,640	1,223	8,417
12	May	2022	7,293	458	6,835

Table 5: Details of the electrical consumption

5.4 Calculated Electrical Consumption as per inventory

The electricity bills provide actual consumption data. The following is the calculated consumption. It is done to understand the percentage of energy usage in the premises by various applications. It is based on the inventory collected and interviews with the staff.

The additional data such as wattage is taken from market research. In terms of electrical consumption, the main sources are lights, fans, air conditioner, and equipment. The inventory and data collection for sources of energy consumed in the premise is summarised in the following sections. The following documentation is based on the consumption practice of the premises on a regular working day.

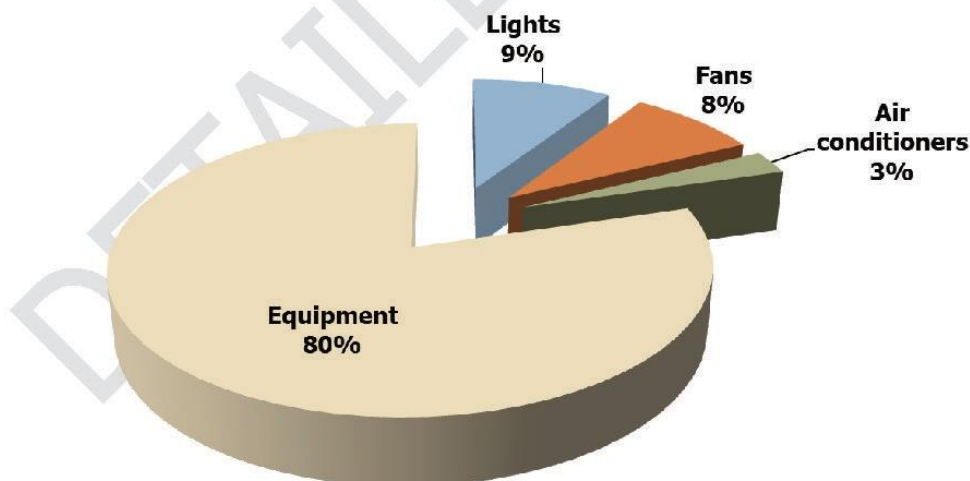


Figure 1: Summary of the calculated electrical consumption as per inventory

The above graph shows that equipment consume 80% whereas the lights consume 9% while the fans consume 8% and the air conditioners consume 3% of the total calculated electrical energy.

5.5 Lights

5.5.1 Types of lights based on the numbers

There are a total of **835 lights on the premises**; the following table shows the various types of lights on the premises.

S. No.	Type	Nos.
1	CFL (Non-Energy efficient appliance)	20
2	Halogen (Non-Energy efficient appliance)	15
3	Non-LED (Non-Energy efficient appliance)	399
4	LED (Energy efficient appliance)	401

Table 6: Summary of the types of lights on-premise

5.5.2 Types of lights based on the power consumption

The energy consumption of lights is **38,043 kWh** of energy.

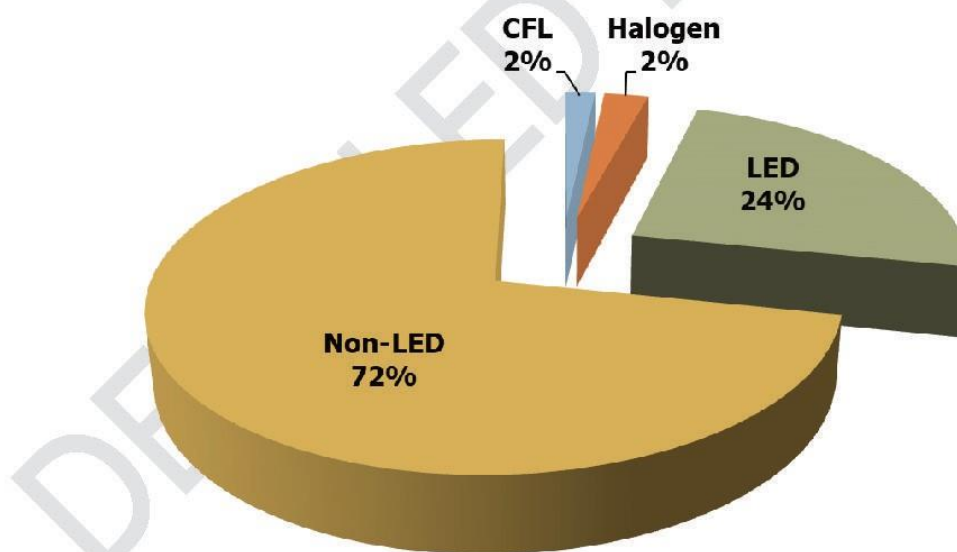


Figure 2: Energy consumed by types of lights in the premise based on the usage study

The analysis of the types of Lights on-premises shows **Non-LED lights consume 72%** whereas the **LED lights consume 24%** while the **Halogen and CFL lights consume 2%** of the total power consumed by lights.

5.6 Fans

5.6.1 Types of fans based on the numbers

There are a total of **372 Ceiling fans** in the premises.

5.6.2 Types of fans based on the power consumption

The energy consumption of fans is **35,363 kWh** of the energy with the **Ceiling fans consuming 100%** of the total power consumed by fans.

5.7 Air conditioners

5.7.1 Types of air conditioners based on the numbers

There are **5 air conditioners** on the entire premises.

5.7.2 Building-wise consumption analysis

The energy consumption of air conditioners is **11,289 kWh** of energy.

5.7.3 About the replacement of current air conditioners

- The current air conditioners are well maintained.
- Though there is not an immediate requirement for replacement.
- Whenever the Institute undergoes redevelopment there can be provisions for replacement with energy-efficient appliances or new air conditioners that require less power consumption.

5.8 Equipment

5.8.1 Types of Equipment

There are **658 nos. of equipment** in the Educational sector.

5.8.2 Types of equipment as per their energy contribution

The energy consumption of equipment is **3,30,572 kWh** of energy.

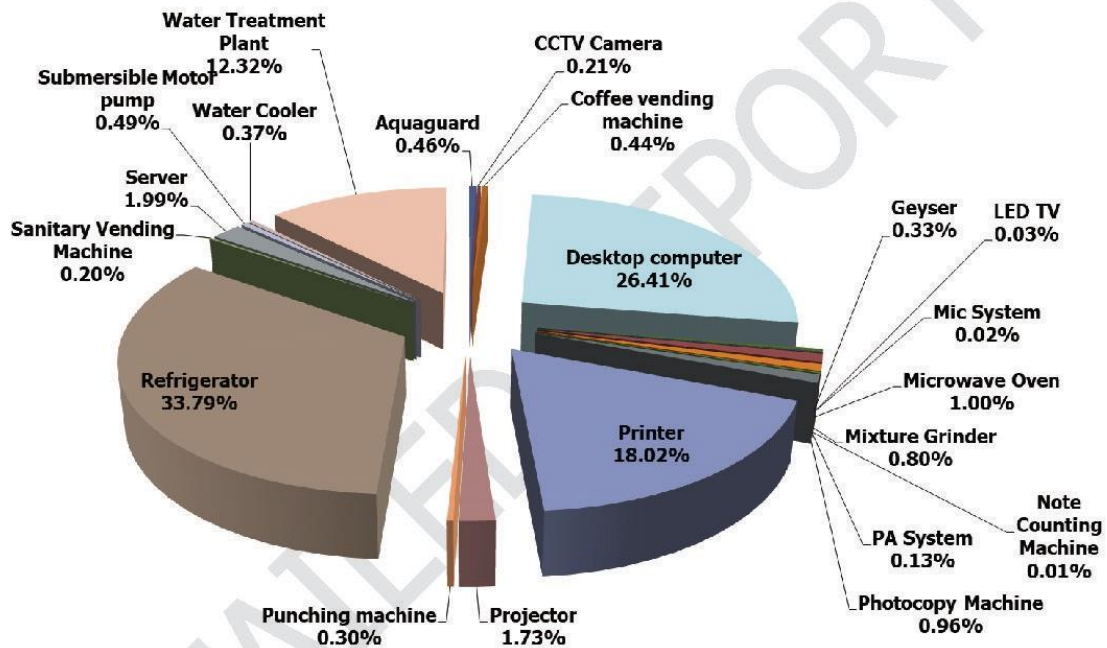


Figure 3: Energy consumed by types of equipment in the educational sector based on the usage study

The above summary shows that the **refrigerator consumes more energy at 33.79%** while the **desktop computer consumes 26.41%** whereas the **printer consumes 18.02%** and the **water treatment plant consumes 12.32%** these are the maximum consumers as compared to other equipment.

6. Suggestion

6.1 Section-wise suggestions

The following suggestions are to be considered as a ***first priority*** for implementation. These **should be executed within the next 2.5 years from the date of the Report submission.** The Institute can execute a plan after discussion with Project Head.

6.1.1 Electromechanical systems - Electrical and Lighting

Section 1 - Non-LED lights

The current light analysis shows that Non-LED lights consume anywhere between 50W to 54W and even more when in use; these should be replaced with LED lights which consume on an average 12-16W when in use.

Our technical research shows that there would be a reduction of an average of **67% reduction** in energy consumption if replaced with energy efficient appliance.

It will be suggested to either replace these now if the Institute can have certain plans else the replacement can be done when fans get damaged or are not in working condition.

Section 2 - Ceiling fans

The current Fans are in proper working conditions and maintained well. The ceiling fans are in more quantity and consume at least 45W when in use. These should be replaced with energy efficient fans consuming 14W when in use.

Our technical research shows that there would be a reduction of an average of **69% reduction** in energy consumption if replaced with energy efficient appliance.

It will be suggested to either replace these now if the Institute can have certain plans else the replacement can be done when fans get damaged or are not in working condition.

6.2 General suggestions

The following are consolidated study related to 'entire Institute' should be considered as ***second priority*** once section wise recommendations are implemented.

6.2.1 Alternatives to increase renewable energy

6.2.1.2 Solar parking

The University can turn its existing parking areas into solar panel powered parking areas. This will provide shade and renewable energy benefit to the University.



Plate 1: Solar parking concept for the Institute (For reference purpose only)

Source: Image by <https://solarpowerproject.in/solar-panels-for-parking-lots.php>

6.2.2.2 Smart gardening

The Institute can undertake a Smart Gardening system using IoT Technology. This will result in saving time by scheduling time for watering; saving money through automated water schedules tracking dampness of soil to know when, how much water garden needs.



Plate 2: Solar farm concept for the Institute (For reference purpose only)

Image source: <https://housing.com/news/smart-gardening/>

Data source: <https://www.happysprout.com/inspiration/what-is-smart-gardening/>

On-site investigation and physical verification
Audit Team during the visit and other photos collected during data documentation



Evidence of the visit - group photo with the core team



Investigative parameters – Ecological Aspects – Nursery in the premises and sapling plantation



Investigative parameters – Site Aspects – E-waste bin, Campus and batteries for backup



Investigative parameters – *Outdoor areas of premises*

7. Compilation

The study is based on the data collected, analyzed, rechecked, and confirmed through multiple modes. For the quality study, some standards/ notes have been referred to. These are listed and noted below. However, no direct references have been used anywhere. These are used as a base to analyze and study the data collected.

Specific references for study related to energy

- ➔ <https://www.energy.gov/eere/buildings/zero-energy-buildings>
- ➔ <https://www.dsaarch.com/zero-net-positive-energy>
- ➔ U.S. Energy Information Administration
- ➔ <https://www.happysprout.com/inspiration/what-is-smart-gardening/>
- ➔ <https://housing.com/news/smart-gardening/>
- ➔ Inference study reference image

https://seors.unfcc.int/applications/seors/attachments/get_attachment?code=NG125PFE4WHMWSYAK8TCAKIHMWX0F4QD

ENVIRONMENT AUDIT

STUDY PERIOD (TWO YEARS) 2021 – 2022 & 2022 - 2023

Sustainability study
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2.1 Summarised Populace analysis for 2022-2023

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2.2 Summarised Populace analysis for 2021-2022

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3. Research

3.1 Site Area & Institute Building Spread Area

The site area is 5.2 acres with a built-up area of 1,35,657 sq. ft. approximately 4,889 nos. of footfalls.

3.2 Institute Infrastructure

3.2.1 Establishment

The Institute was established in 1971.

3.2.2 Spatial Organisation

The Institute is located in a pollution free and healthy environment.

The Building is a Reinforced Cement Concrete (RCC) framework building.

There are provisions for staircase for accessibility on the premises, whereas there are amenities such as CCTV, a first aid room, etc.

4. Investigation

4.1 Scope for improvement aspects

➔ Extra care for the rooftop areas

- Introduce the signboards about 'No students are allowed to enter this area'
- Increase the height of parapet walls
- Upgrade the space as cool roof by painting it with cooltop material.
- Undertake feasibility study of before and after temperature reading.
- Take precautions to keep terrace areas free of any kind of storage materials

➔ Messages on the beam area

Include quotes and messages from eminent personalities all over the premises on beam for inspiration and beautification.

➔ General aspects (Outdoor areas)

- Increase in green cover on rooftop
- Placards and manuals for awareness
- Dedicated reserved parking for physically disabled
- Development of breakout zones at relevant locations
- Develop plantations around the vertical garden areas
- Develop paved walkways
- Introduce information boards everywhere
- Increase sensitization programmes
- Upgrade the website w.r.t. green initiatives
- Refill the fire extinguishers
- Introduce zone wise details at relevant locations

5. Documentation

5.1 Open Spaces

There is an open space in the plot utilised by all the shared campuses, this provides a good amenities and recreational spaces feature in premises.

5.2 Flora audit

A flora survey was carried out to identify the total numbers of plants and trees. The landscape area has a variety of plantations the details of the same are documented below.

S. No.	Plant name	Type	Nos.
1	<i>MicheliachampacaL.</i>	Tree	3
2	<i>Artabotryshexapetalus(L.f.)Bhandari</i>	Climber-Woody	3
3	<i>Polyalthialongifolia(Sonner.)Thw,Enum.</i>	Tree	8
4	Nymphaeasp.PeachGlow	Herb	16
5	<i>DianthuschinesisL.</i>	Herb	8
6	<i>DianthusplumariusL.Synonyms:CaryophyllusplumariusMoench</i>	Herb	45
7	<i>PortulacagrandifloraHook</i>	Herb	5
8	<i>AlcearoseaL.Synonym:AlthaearoseaCav</i>	Herb	5
9	<i>Hibiscusrosa-sinensisL.</i>	Shrub	10
10	<i>MalvaviscupenduliflorusDC.</i>	Shrub	15
11	<i>BombaxceibaL.</i>	Tree	10
12	<i>MuntingiacalaburaL.</i>	Climber	6
13	<i>GalphimiaglaucaCav.</i>	Shrub	8
14	<i>PelargoniumvitifoliumL.Ait.,Hort. Synonym:GeraniumvitifoliumL</i>	Herb	14
15	<i>ImpatiensbalsaminaL.</i>	Herb	5
16	<i>Aeglemarmelos(L.)Corr.</i>	Tree	10
17	<i>Citrusaurantifolia(Christm.&Panz.)Swing.</i>	Tree	2
18	<i>CitruslimettaRisso.</i>	Tree	21
19	<i>Murrayakoenigii(L.)Spreng.</i>	Shrub	8
20	<i>AzadirachtaindicaA.Juss.</i>	Tree	10

21	<i>Commiphora wightii</i> (Arn.) Bhandari Synonyms: <i>Commiphora mukul</i> (Stocks) Hook.	Shrub or small tree	30
22	<i>Cissus quadrangularis</i> L.	Climber	50
23	<i>Mangifera indica</i> L.	Tree	5
24	<i>Abrus precatorius</i> L.	Climber	25
25	<i>Clitoria ternatea</i> L.	Climber	8
26	<i>Saraca asoca</i> (Roxb.) Wild. Synonyms: <i>Saraca indica</i> sensu Bedd. L.	Tree	9
27	<i>Cassia siamea</i> Lam.	Tree	7
28	<i>Cassia surattensis</i> Burm. f.) H.S. Irwin & Barneby	Tree	51
29	<i>Tamarindus indica</i> L.	Tree	9
30	<i>Bauhinia acuminata</i> L.	Shrub/ middle sized tree	6
31	<i>Delonix regia</i> (Hook.) Raf.	Tree	5
32	<i>Caesalpinia pulcherrima</i> (L.) Sw.	Shrub	4
33	<i>Albizia lebbek</i> (L.) Willd	Tree	5
34	<i>Pithecellobium dulce</i> (Roxb.) Benth & Hook. Synonyms: <i>Mimosadulce</i> (Roxb.)	Tree	5
35	<i>Prosopis cineraria</i> (L.) Druce	Tree	8
36	<i>Mimosa pudica</i> L.	Tree	9
37	<i>Rosa sp.</i>	Herb or small shrub	3
38	<i>Bryophyllum pinnatum</i> Oken	Herb	24
39	<i>Graptoveria opalina</i>	Herb	7
40	<i>Quisqualis indica</i> L.	Climber	9
41	<i>Terminalia catappa</i> L.	Tree	5
42	<i>Callistemon lanceolatus</i> (Sm.) Sweet	Tree or shrub	5
43	<i>Eucalyptus globulus</i> Labill.	Tree	9
44	<i>Psidium guajava</i> L.	Tree	8
45	<i>Syzygium cumini</i> (L.) Skeels, Synonyms: <i>Eugenia jambolana</i> Lam.	Tree	8
46	<i>Xanthostemon youngii</i> C.T. White & W. d. Francis	Shrub	8
47	<i>Tibouchina urvilleana</i> Cogn.	Shrub	6
48	<i>Lagerstroemia speciosa</i> (L.) Pers.	Tree	10
49	<i>Passiflora caerulea</i> L.	Climber	2

50	<i>PassifloraincarnataL</i>	Climber	3
51	<i>Cereus peruvianus Mill</i>	Shrub	5
52	<i>EchinocactusgrusoniiHildm.</i>	Shrub	2
53	<i>Epiphyllum oxypetalum</i>	Shrub	9
54	<i>Hamelia patensJacq.</i>	Shrub	8
55	<i>Ixora coccineaL.</i>	Shrub	9
56	<i>Mussaendaerythophylla Schumach & Thonn.</i>	Shrub	2
57	<i>Mussaenda frondosa,L.</i>	Shrub	5
58	<i>Pentaslanceolata (Forsk)Deflers</i>	Herb	2
59	<i>Chrysanthemum indicumL.</i>	Herb	9
60	<i>GaillardiaaristataPursh</i>	Herb	7
61	<i>GaillardiapulchellaFoug.</i>	Herb	34
62	<i>Spilanthes acmellaMurr. Synonyms:S. paniculata, SpilanthescalvaDC.</i>	Herb	6
63	<i>Tagetuserecta L.</i>	Herb	3
64	<i>PlumbagoauriculataLam.</i>	Herb	9
65	<i>Plumbago zeylanicaL.</i>	Herb.	24
66	<i>Jasminum samba(L.)Aiton</i>	Shrub	22
67	<i>Nyctanthesarbor-tristisL.</i>	Shrub or smalltree	20
68	<i>Adenium obesumRoem. &Schult.</i>	Tree (Bonsai)	3
69	<i>Allamanda blanchetiiA. DC.</i>	Climber	5
70	<i>AllamandacatharticaL.</i>	Climber	3
71	<i>AlstoniascholarisL. R.Br.</i>	Tree	3
72	<i>Cascabellathevetia(L)</i>	Shrub or smalltree	2
73	<i>Catharanthusroseus(L.)G. Don.</i>	Herb	5
74	<i>NeriumindicumMill. Gard.</i>	Shrub	5
75	<i>PlumerialbaL.</i>	Tree-Small	9
76	<i>Plumeria pudicaJacq.</i>	Tree-Small	8
77	<i>PlumeriaobtuseL.</i>	Tree-Small	9
78	<i>PlumeriarubraL. Synonyms :Plumeria acutifoliaPoir.</i>	Tree-Small	4

79	<i>Cestrum nocturnum</i> L.	Climber	1
80	<i>Petunia grandiflora</i>	Herb	5
81	<i>Withania somnifera</i> (L.) Dunal.	Shrub	6
82	<i>Russelia equisetiformis</i> Schltdl. & Cham. Synonyms: <i>Russelia juncea</i> Zucc.	Shrub	6
83	<i>Campsis radicans</i> Seem. Journ.	Shrub	3
84	<i>Dolichandra unguis-cati</i> (L.) Miers Synonyms: <i>Bignonia unguis-cati</i> L.	Climber	5
85	<i>Jacaranda acutifolia</i> Humb & Bonpl	Tree	1
86	<i>Pandorea jasminoides</i> (Lindl.) K. Schum. cultivar <i>alba</i>	Climber	2
87	<i>Pyrostegia venusta</i> (Ker Gawl.) Miers Synonyms: <i>Bignonia venusta</i> Ker Gawl.	Climber	3
88	<i>Justicia adhatoda</i> L. Synonyms: <i>Adhatoda vasica</i> Nees	Shrub	6
89	<i>Thunbergia laevis</i> Nees	Climber	8
90	<i>Thunbergia grandiflora</i> (Roxb. Ex Rottl.)	Climber	8
91	<i>Clerodendrum wallichii</i> Merr.	Shrub	2
92	<i>Clerodendrum thomsoniae</i> Balf. f.	Climber	6
93	<i>Lantana camara</i> L. var. <i>aculeata</i>	Tree	6
94	<i>Lantana involucrata</i> L.	Shrub	9
95	<i>Lantana montevidensis</i> (Spreng) Brig	Shrub.	8
96	<i>Ocimum tenuiflorum</i> L. , Synonym: <i>Ocimum sanctum</i> L.	Herb or Under Shrub	10
97	<i>Ocimum americanum</i> L. Synonym: <i>Ocimum canum</i> , Sims.	Herb or Under Shrub	1
98	<i>Ocimum basilicum</i> L.	Herb or Under Shrub	10
99	<i>Plectranthus scutellarioides</i> (L.) R. Br. Synonyms: <i>Coleus blumei</i> Benth.	Herb	2
100	<i>Plectranthus amboinicus</i> Lour. Synonyms: <i>Coleus amboinicus</i>	Herb	6
101	<i>Celosia argentea</i> L. var. <i>crispata</i>	Herb	6
102	<i>Celosia spicata</i> L. Sp.	Herb	8
103	<i>Gomphrena globosa</i> L.	Herb	3
104	<i>Cinnamomum verum</i> Persl Synonyms: <i>Cinnamomum zeylanicum</i> Blume	Tree	3
105	<i>Piper betle</i> L.	Climber	3

106	<i>Pipernigrum</i> L.	Climber	3
107	<i>Grevillea robusta</i> A.Cunn. Ex.R.Br.	Tree	4
108	<i>Acalyphawilkesia</i> Muell-Arg	Shrub	40
109	<i>Acalypha hispida</i> Burm.	Shrub	4
110	<i>Codiaeumvariegatum</i> var. <i>angustifolium</i>	Shrub	2
111	<i>Codiaeumvariegatum</i> var. <i>Pictum</i> , (L.) Bl., Bijdr.	Shrub	2
112	<i>Codiaeumvariegatum</i> var. <i>Spirale</i>	Shrub	2
113	<i>Euphorbia milli</i> Ch. Des. Moulins	Shrub	2
114	<i>Euphorbia pulcherrima</i> Willd. exKlotzsch	Shrub	3
115	<i>Jatropha</i> <i>gossipifolia</i> L.	Shrub	9
116	<i>Jatropha integerrima</i> Jacq.Synonyms: <i>Jatropha pandurifolia</i> Andr. <i>Jatropha hastata</i> Jacq.	Shrub	5
117	<i>Phyllanthusemblica</i> L.Synonyms: <i>Emblica officinalis</i> Gaertn.	Tree	5
118	<i>Ficus benghalensis</i> L.	Tree	5
119	<i>Ficus benjamina</i> L.	Tree	5
120	<i>Ficus racemosa</i> LinnSynonyms: <i>Ficus glomerata</i> Roxb.	Tree	5
121	<i>Ficus religiosa</i> L.	Tree	6
122	<i>Costus igneus</i> N.E. Br.	Herb	6
123	<i>Canna indica</i> L	Herb	5
124	<i>Canna flaccida</i> Rosc.	Herb	5
125	<i>Strelitzia reginae</i> Banks	Herb	6
126	<i>Scadoxus multiflorus</i> (Martyn)Raf.	Herb	5
127	<i>Zephyranthes candida</i> (Lindl.) Synonyms: <i>Amaryllis candida</i> Lindl.	Herb	5
128	<i>Sansevieria trifasciata</i> PrainSynonyms: <i>Dracaena trifasciata</i> Prain	Herb	4
129	<i>Polianthes tuberosa</i> L.	Herb	8
130	<i>Dracaena fragrans</i> (L.)Ker Gawl.	Shrub	6
131	<i>Cordyline rubra</i> Otto & A. Dietr	Shrub or small tree	2
132	<i>Cordyline fruticosa</i> (L.) A. Chev. Synonyms : <i>Dracaena terminalis</i> L.	Shrub or small tree	10
133	<i>Aloe vera</i> (L.)Burm	Herb under Shrub	5
134	<i>Asparagus densiflorus</i> (Kunth) Jesso	Herb	8

135	<i>Asparagus plumosus Baker., J. Linn</i>	Climber	9
136	<i>Asparagus racemosus Willd.</i>	Climber	6
137	<i>Chlorophytum comosum (Thunb.) Jacques</i>	Herb	3
138	<i>Rhoeo spathacea (Sw.)</i>	Herb	5
139	<i>Tradescantia pallida (Rose) D. R. Hunt</i>	Herb	7
140	<i>Tradescantia zebrina (Schinz) D. R. Hunt</i>	Herb	4
141	<i>Tradescantia spathacea Sw. Synonyms: Rhoeo discolor (L'Her.) Hance</i>	Herb	12
142	<i>Cocos nucifera L.</i>	Tree	41
143	<i>Roystonea regia (Kunth) O.F. Cook Synonyms: Oreodoxa regia Kunth</i>	Tree	8
144	<i>Licuala grandis (hort. Ex W. Bull) H. Wendl</i>	Shrub	35
145	<i>Livistona rotundifolia (Lamarck) Mart. Synonyms: Saribus rotundifolius (Lamarck) Blume</i>	Tree	31
146	<i>Wodyetia bifurcata A.K. Irvine</i>	Tree	6
147	<i>Acorus calamus L.</i>	Herb	9
148	<i>Aglaonema commutatum Schott</i>	Herb	8
149	<i>Aglaonema Modestum</i>	Herb	8
150	<i>Aglaonema widuri</i>	Herb	50
151	<i>Aglaonema nitidum</i>	Herb	5
152	<i>Dieffenbachia seguine (Jacq.) Schott</i>	Herb	5
153	<i>Dyopsis lutescens (H. Wendl.) Beentje & J. Dransf.</i>	Tree	6
154	<i>Epipremum aureum (Linden & André)</i>	Climber	7
155	<i>Monstera deliciosa Liebm.</i>	Herb	6
156	<i>Pothos Scandens L.</i>	Climber	6
157	<i>Spathiphyllum cochlearispathum (Liebm.) Engl.</i>	Herb	6
158	<i>Vitiveria zizanioides (L.)</i>	Herb	6
159	<i>Cymbopogon citratus (DC.) Stapf.</i>	Herb	5

Table 4: Details of the Flora in the premises

At present there are 1,400 numbers of plantations in the premises. All of these are planted by the on various occasions and some have grown naturally.

5.3 Fauna audit

There are varieties of biodiversity available as fauna in the premises.

Fauna	Family	Local Name	Scientific name
Birds	Apodeidae	Jungle Crow	<i>Corvus culminatus</i>
		Swift	<i>Apus</i>
Insects	Nymphalidae	Common crow butterfly	<i>Euploea core</i>
	Mantidae	Green Praying mantis	<i>Mantis</i>
Reptiles	Blattidae	Cockroach	<i>Periplaneta americana</i>
	Scincidae	Indian skink	<i>Eutropis spp</i>

Table 5: Details of the fauna in the premises

5.4 Noise Audit

On a macro level the Institute is surrounded by public buildings and minimal residential blocks **thus there is a peaceful and noise free arena observed inside the premises.**

5.5 Carbon Footprint Audit

5.5.1 Eco-friendly Commuting Practices

- The site is located in an urban locality.
- Overall, the carbon footprint is well under control.
- Students and staff members commute using public transport.
- There are no major fossil fuels used inside the premises.

5.5.2 Heat Island Reduction

Certain measures have to be taken to keep outdoor temperatures under control.

5.5.3 Outdoor Light Pollution Study

The Institute compound lights are not upward looking thus, these do not cause light pollution.

5.6 Universally accessible premises

As per World Report on Disability, 2011 there are 180 million approx. Persons with Disabilities that makes it 15% of total population of India. The following facilities are available on the premises for the specially-abled as part of universally accessible premises initiatives.

- Low height risers in the staircases, Non-slippery floor surfaces
- Handrails for support
- There can be lifts in all blocks

5.7 Fire Safety

Fire and life safety are an important consideration of the National Building Code 2016. This aspect is touched upon as part of this study in the capacity of an Architect registered with the Council of Architecture. As part of the research, fire safety audit was considered from the 'Building systems' perspective. *At present, the following are available in the premises.*

- Fire extinguisher and sand buckets.
- Open staircase without any barriers and free of storage or combustible material.

6. Suggestions

The following suggestions are section-wise recommendations and are supposed to be **executed within the next 2.5 years from the date of the Report submission**. The Institute can execute a plan after discussion with Project Head.

6.1 Site beautification

No changes proposed for this section

6.2 Heat island reduction

Cool rooftops - The Terrace rooftops should be painted with Cooltop – reflective materials to reflect the harsh sun rays and reduce the heat absorption in the top most floor and surrounding areas of the building.

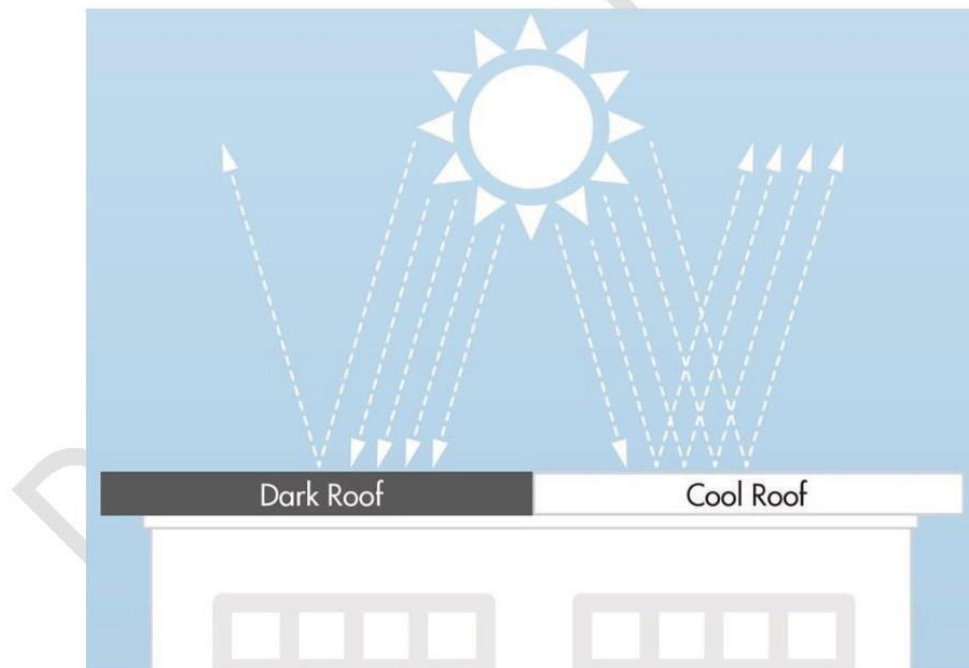


Plate 1: Cool roof comparative analysis (For reference purpose only)

Source: Image by <https://www.gaf.com/en-us/blog/six-truths-about-cool-roofs-281474980105387>

6.3 Universally accessible premises

- ➔ **Universal Toilet** - There should be a minimum of 1 toilet in every block for the specially-abled people as per guidelines of National Building Code 2016.
- ➔ **Provisions for visually impaired - Tactile flooring** – The indoor and outdoor of the premises should have dedicated tactile flooring for the visually impaired.
- ➔ **Design up gradation for Inclusive premises** – The following activities can be undertaken:
 - Wheelchair, Lifts in every block so that every block has its own wheelchair.
 - Include Disability Services staff/students with disabilities on planning boards and offer multiple ways to participate in programs
 - Information/materials provided in multiple forms (Standard, electronic, large print, Braille)
 - Class outlines/notes are available for all students on accessible websites.

6.4 Life safety

- ➔ **Fire station** – A dedicated fire station could be established within the premises as part of the Fire and Life safety practices.
- ➔ **Combustible equipment** - Every space which has a gas cylinder or combustible equipment should have a provision for the barricade around the gas cylinders, appropriate safety board's mentioning 'danger sign' and 'Do not touch' with an additional small fire extinguisher close by.
- ➔ **Fire and life safety practices** – Provisions such as signages, fire alarm, smoke detectors, fire hydrant cabinets, sand buckets, hose reel, fire cabinet, fire water tank and fire pump near the entrance block whichever is applicable should be practiced.
- ➔ **Sensitization programs** - Regular seminars/ webinars by experts such as Architects, Govt. Fire department on subjects related to fire and life safety should be organized and the outputs should be adopted and documented.

6.5 Pollution Control

- ➔ **Battery charging points for Eco-friendly vehicles** - There can be provision for battery charge points, this would inspire students to change their mode of transportation and adopt sustainable practices.
- ➔ **Bicycles as a gift** - As an appreciation gesture maybe the student's toppers/ staff best performers can be awarded a bicycle occasionally.
- ➔ **Paperless technologies for offices** - The Institute can go technology-friendly and go paperless in the functioning of premises to a certain extent maybe not fully.
- ➔ **Plant more radiation absorbing plants** - The following flora helps in reducing the harmful effects to a certain extent, the Institute can develop a radiation free zone and take to planting these through potted plants or permanent planting:
 - Spider plant
 - Rubber plant
 - Asparagus fern
 - Snake plant
 - Nelumbo nucifera (Includes colourful flowers)
 - Cactus
 - Areca palm
 - Mustard green
 - Betel
 - Aloe vera
 - Sprengers asparagus
 - Fiddle fig



On-site investigation and physical verification
Audit Team during the visit and other photos collected during data documentation



Evidence of the visit - group photo with the core team



Investigative parameters – Ecological Aspects – Nursery in the premises and sapling plantation



Investigative parameters – Site Aspects – E-waste bin, Campus and batteries for backup



Investigative parameters – *Outdoor areas of premises*



7. Compilation

The study is based on the data collected, analyzed, rechecked, and confirmed through multiple modes. For the quality study, some standards/ notes have been referred to. These are listed and noted below. However, no direct references have been used anywhere. These are used as a base to analyze and study the data collected.

- ➔ Uniform Plumbing Code – India, 2008
- ➔ IGBC Green Existing Buildings – Operation & Maintenance (O&M) Rating system, Pilot version, Abridged Reference Guide, April 2013
- ➔ IGBC Green Landscape Rating system, March 2013
- ➔ BOMA Canada Waste Auditing Guide, Best Environmental Standards, BOMA BEST – Canada
- ➔ Used only for understanding Universal design - Universal accessibility Guidelines for Pedestrian, Non-motorized vehicle and Public Transport Infrastructure – Report guidelines by Samarthyam (National centre for Accessible Environments) – an initiative supported by Shakti Sustainable Energy Foundation.
- ➔ Reference images for suggestions:
 - ❑ <https://www.gaf.com/en-us/blog/six-truths-about-cool-roofs-281474980105387>
 - ❑ <https://earthbound.report/2021/07/14/5-ways-to-reduce-the-urban-heat-island-effect/>



GREEN AUDIT

STUDY PERIOD (TWO YEARS) 2021 – 2022 & 2022 - 2023

Sustainability study

AUDIT REPORT

Studied for

Pune District Education Association's

Annasaheb Magar Mahavidyalaya

Survey No. 215/277, Manjari Road,

Hadapsar, Pune – 411028,

Maharashtra, India

Studied in the capacity of

Accredited and Certified

Green Building Professional



Studied by

Greenenvio
Solutions

Website: <https://thegreenviosolutions.co.in/>

Email: greenviosolutions@gmail.com

Valid till **August 2024**

Background reference image Sasin Tipchai on unsplash

Disclaimer

The Audit Team has prepared this report for the **Pune District Education Association's Annasaheb Magar Mahavidyalaya** located at Survey No. 215/277, Manjari Road, Hadapsar, Pune – 411028, Maharashtra, India based on input data submitted by the Institute analysed by the team to the best of their abilities.

The details have been consolidated and thoroughly studied as per the various guidelines for Green Buildings available in National and International Standards; the report has been generated based on comparative analysis of the existing facilities and the prerequisites formulated by various standards. The inputs derived are a result of the inspection and research. These will further enhance and develop a Healthy and Sustainable Institution.

These can be implemented phase wise or as a whole depending on the decision taken by the internal team. The warranty or undertaking, expressed or implied is made and no responsibility is accepted by Audit Team in this report or for any direct or consequential loss arising from any use of the information, statements or forecasts in the report.

The audit is a thorough study based on the inspection and investigation of data collected over a period of time and should not be used for any legal action. This is the property of Greenvio Solutions and should not be copied or regenerated in any form.

The Report is prepared by the Team of Greenvio Solutions under their brand and department – Sustainable Academe as Consultancy firm with the Project Head - Ar. Nahida Shaikh who is as an Accredited and Certified Green Building Professional-Architect. Green Building consultancy is her forte and she is one of the most sought after names when it comes to providing excellent quality services within the stipulated time frame.

The Study is conducted in capacity of Accredited & Certified Green Building Professional with extensive experience.

Greenvio Solutions

Developing Healthy and Sustainable Environments

We are an Environmental and Architectural Design Consultancy firm

Sustainable Academe is our department for conducting Audits

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Acknowledgement

The Audit Assessment Team extends its appreciation to the **Pune District Education Association's Annasaheb Magar Mahavidyalaya, Maharashtra** for assigning this important work of Green Audit. We appreciate the cooperation extended to our team during the entire process.

Our special thanks are extended are due to everyone from the Management.

Our heartfelt thanks are extended to Chairperson of entire process **Dr. Nitin L. Ghorpade**, (Principal) for the valuable inputs.

We are also thankful to Institute's Task force who have played a major role in data collection.

- ➔ Faculty members – **Dr. Joshi Ramakant P.** (IQAC Co-ordinator); **Dr. Shubhangi Shinde**, Criteria 7 Incharge (*Special mention for the excellent coordination*).
- ➔ Admin staff members – **Mr. Sabale G. S.**
- ➔ Non-teaching staff members – **Mr. Bagade D. S.**

We appreciate the cooperation of the **entire Teaching, Non-teaching, and Admin staff** for their support while collecting the data.

Sustainable Academe

Brand of Greenvio Solutions, Palghar District, Maharashtra- 401208



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1. Introduction

1.1 Statements of the Institution

1.1.1 Vision

The Institute proposes "Becoming and institution of Educational Excellence by imparting higher Education."

1.1.2 Objectives

The Institute adheres and focuses:

- ⇒ Providing relevant educational facilities
- ⇒ Equipping with requisite knowledge and holistic development methods.
- ⇒ Internalizing personality development
- ⇒ Introducing job-oriented and professional courses
- ⇒ Broadening awareness of human rights, value systems, culture and heritage
- ⇒ Developing scientific temperament and environmental awareness.

1.2 Assessment of the Institute

1.2.1 Affiliation

The Institute is affiliated to **Savitribai Phule Pune University**, one of the premier universities in India, is positioned in the North-western part of Pune city.

1.2.2 Certification

The College has received the code under **All India Survey of Higher Education (AISHE)** wherein the code is C-41752.

1.2.3 Recognitions

The College is recognised under the **section 2(f) and 12 (B) of the University Grants Council Act, 1956.**

1.2.4 Accreditation

The following are details of the accreditation awarded by the National Assessment & Accreditation Council (NAAC) to the College.

Cycle	First	Second	Third
CGPA	81.60	3.08	2.49
Grade	B++	A	B
Year	2004	2012	2018

Table 1: NAAC Accreditation details of the Institute

The College is due to enter its Fourth cycle of NAAC.

1.3 Facilities

The team emphasize on latest technological advancement through its educational initiatives. Some of the key facilities are listed below.

- ➔ Well-equipped classrooms, gymnasium
- ➔ Well stocked library and multiple laboratories
- ➔ Outdoor sports facilities
- ➔ Various environmental pockets
- ➔ Dedicated compost pit zone

2. Overview

2.1 Summarised Populace analysis for 2022-2023

2.1.1 Students data

The data (shared by the Institute) shows there were a total of **2,793 male and 1,909 female students.**

2.1.2 Staff data

S. No.	Type	Male	Female	Total
1	Admin staff	07	04	11
2	Teaching staff	48	84	132
3	Non-Teaching staff	37	07	44
Total Staff Members		92	95	187

Table 2: Staff data of the Institution for 2022-2023

The staff data shows the Institute premises had a total of **187 Staff Members.**

2.2 Summarised Populace analysis for 2021-2022

2.2.1 Students data

The data (shared by the Institute) shows there were a total of **3,027 male and 2,014 female students.**

2.2.2 Staff data

S. No.	Type	Male	Female	Total
1	Admin staff	07	04	11
2	Teaching staff	54	77	131
3	Non-Teaching staff	37	07	44
Total Staff Members		98	88	186

Table 3: Staff data of the Institution for 2021-2022

The staff data shows the Institute premises had a total of **186 Staff Members.**



3. Research

3.1 Site Area & Institute Building Spread Area

The site area is 5.2 acres with a built-up area of 1,35,657 sq. ft. approximately 4,889 nos. of footfalls.

3.2 Institute Infrastructure

3.2.1 Establishment

The Institute was established in 1971.

3.2.2 Spatial Organisation

The Institute is located in a pollution free and healthy environment.

The Building is a Reinforced Cement Concrete (RCC) framework building.

There are provisions for staircase for accessibility on the premises, whereas there are amenities such as CCTV, a first aid room, etc.

4. Investigation

4.1 Scope for improvement aspects

⇒ Water tanks in all areas

- a. Include the information about size, capacity and usage
- b. Paint the tank in light blue colour
- c. Add signboards about the usage such as 'Drinking' or 'Secondary'
- d. Add signboard and map about the process/ system in practice

⇒ General aspects (Indoors areas)

- a. Zoning of the site w.r.t. space wise analysis
- b. Signboards, signages, information and display boards at relevant locations.

⇒ Library in the Campus

- a. Include silence board at various locations and at entrance.
- b. Install book drop box system at the entrance of the library.
- c. Upgrade smart scanning system for every book
- d. Include a self service station for digitalization.

5. Documentation

5.1 Green Practices Audit

The increasing global warming and climate change have made us realise that apart from the enormous strategies the individual small efforts need to be taken by individuals and Educational Institutes as the younger generations are the future of the world and once they are taught about these practices only then can we assume a better future.

5.1.1 Green practices

We observed the following points during the Site investigation and data verification of the premises; these are common for all the Buildings on the premises.

- **Waste management** - *All the laboratories, classrooms, and cabin corridors are having dust bins. Laboratories are having dustbins wastage; Plastic bags are strictly banned on the college premises and canteen.*
- **Social awareness** - *The College has taken up awareness drives on various social issues for rural upliftment and regeneration in the college and surrounding villages.*
- **Cleanliness Campaign** - *The Swachha Bharat Abhiyan is carried out on college premises as well as off-premises.*
- **Silent and peaceful atmosphere** – *The College is located amidst residential areas which are well designed thus these help to maintain the pollution under control and provide a healthy ambience.*
- **Team work** – *The best quality of the College which sets it apart from other institutes is its coordinating and cooperative staff members, as for a building the foundation plays the most important role for its future similarly for an educational institute its staff members do.*

- ➔ **Signages on the plants mentioning scientific names** - *The practice of having the names of each plant and tree is executed by the College and is very beneficial.*
- ➔ **Eco club** –*The College has an active Eco Club which is one of its kind program, through this the club undertakes a lot of initiatives.*
- ➔ **Documentation of all the events** – *The best part about the College is the prompt and professional response, this was observed not only in the way the Team responded throughout the project but also through the documented data submitted be it the cleanliness report or the eco club activities report; each of these were documented and presented in a sophisticated manner which is highly appreciating.*
- ➔ **Garden committee** – *The College has a distinguished garden committee who is responsible for the beautification for the premises. This team undertakes a lot of activities related to the enhancement of the landscape features of the premises. As part of our research what we observed as the best feature was the involvement and enthusiasm of each member in this activity.*

5.1.2 Community development

The details of **extension initiatives** under various heads in Institute are documented below:

S. No.	Type	Since	Coordinator name
1	National Service Scheme (NSS)	1975	Dr. Kulkarni Savita S.
2	National Cadet Corps (NCC)	1975	Dr. D.J Deshmukh
3	Earn while you learn scheme	1975	Dr. Gandhile D.
4	Employability Skills centre	1985	Dr. Kamble Neeta

Table 4: Details of the extension initiatives by the Institute

The details of the **environmental activities** conducted as part of the extension initiatives by the Institute are documented below:

S. No.	Initiative	Details	Type	Date
Academic year 1 (2021-22)				
1	Earth day	Awareness days for stakeholder sensitization	Physical	22/04/2022
2	Water day		Physical	22/03/2022
3	World Environment day		Physical	05-06-2022
4	Chimani sanvardhan upkram	Reuse of plastic: Birds Feeders and Watering devices are kept in college campus	Physical	21/03/2022
5	Vermicompost preparation in college campus	Excess vermicompost made available to stakeholders on "No profit, No loss" basis..	Physical	01-04-2022
6	E-Waste drive	E-waste collected from each department	Physical	2021-2022
7	Environmental experiments and botanical garden	Various medicinal plants from the campus and extra fertilizer is distributed among the farmers	Physical	2021-2022
8	Plastic waste collected from each department	Institute collects the plastic from campus and hand over to 'Keshav Sit Memorial Foundation Trust' for recycling and disposal.	Physical	2021-2022
Academic year 2 (2022-23)				
9	Participation in Green College Clean College Trophy Competition. Microbiology department won third prize	Prepared Hydroponic system for plants growth	Physical	31/03/2023
10	Global hand wash day	Hand wash activity taken at NSS, Microbiology, Environmental Science department	Physical	15/10/2022
11	Janjaguti Padyatra	Walked with students for	Physical	22/07/2023



		environmental awareness		
12	Cycle Rally	Cycle rally on no pollution, go green.	Physical	25/07/2023
13	Jagtik Kapadi din	Workshop on making kapadi bag	Physical	
14	Village Survey Under NSS	Ketkavale Village, Purandar Taluka	Physical	02-01-2022
15	Jagtik Tambakhu Virodhi din	Online lecture by Lakshi Didi	Online	31/05/2023
16	Botany Fest	Lecture by Prof. Ghanekar P.R	Physical	19/04/2023
17	Vasundhara Saptaha	Lecture by Prof Shrikant Karlekar	Physical	20/01/2023
18	Khadkwasala jalashay Rakshan Mohim	Holding of various boards for awareness of Dam protection by NSS students	Physical	
19	Plastic waste collection	Plastic waste collected on 22nd of every month and handover to Sagar Mitra Organization for recycling	Physical	22nd of every month

Table 5: Details of the environmental initiatives undertaken by Institute

5.2 Waste Audit

Waste is an inevitable part of our lives. Over the years the awareness about waste management techniques has given a rise to rethink how the waste can be avoided being sent to the landfills. The audit provides an approximation of the types of waste generated, location of waste collections, disposal techniques used, waste segregation methodologies adopted, and waste management strategies that are implemented in addition to the newer ways that can be adopted aiming to make the premise clean and sustainable.

5.2.1 Waste produced

S. No.	Type of waste	Source	Current Disposal	Can be retreated?	Methodology
1	Solid waste	Toilets–Biodegradable waste	Soak pit connected for solid-liquid waste management	Yes	TREATED – Biogas plant can be initiated
2	Liquid waste	Toilets, washbasins		Yes	TREATED - Sewage treatment plant can be initiated
3	Paper waste	Newspaper and other paper	Given to vendor	Yes	TREATED – A recycling plant can be initiated
4	E-waste	Computers - Non-biodegradable waste		Yes	CONTINUE with the current practice
5	Plastic waste	Bottles, wrappers		Yes	
6	Dry waste in form of leaves	Open space & plantations, papers - Non biodegradable waste	TREATED – Dedicated zone where vermin-composting is undertaken	Yes	CONTINUE with the current practice
7	Organic regular waste	Dust, dirt dust waste from indoor spaces			
8	Bio-waste	Sanitary waste	Vending machine is available	Yes	Tie-up with local government for dedicated bio-waste handover

Table 6: Details of the waste management practices adopted by the team

5.3 Water Audit

Water is one of the basic needs. Pure drinking water is a resource that needs to be preserved efficiently. A water audit helps to identify the sources of water consumption, and the water requirement by the premises is met by these sources. The effective usage of water without any wastage should be a mandatory practice. Understanding the techniques as per site context to increase water conservation in terms of awareness and practice can be identified and executed as part of this exercise.

5.3.1 Water availability and consumption

5.3.1.1 Source of Primary water supply

The Institute requires water from the Local Municipality for drinking water purposes. There are dedicated water tanks as overhead tank facilities available in the premises.

5.3.1.2 Source of Secondary water supply

The Institute uses the following sources of water supply for secondary usages such as watering plants, kitchen, toilets, and wash basins and other spaces. There are 2 bore wells available at present.

5.3.1.3 Source of Tertiary water supply

The tertiary source of water is the source of water harvesting; the project at present is practiced through DEDICATED PTIS in 6 nos. in the premises. The team has suggested connecting the overflow pipe to the bore well for ground water recharging.

5.3.1.4 Source of Reusing waste water

This initiative is not practiced at present. Since the campus is located in SHARED premises, the system is not an urgent requirement.

5.3.2 Areas of water usage

Based on the inventory done and data shared by the staff it was found that the premise has the facilities such as water cooler, toilets, washbasins etc.



5.4 Health and Hygiene Audit

The hygiene is a part and parcel of our daily life. It is extremely essential to keep the surroundings clean in the same manner as we would want our houses to be.

Educational Institutes have a bigger role to play in order to affect the young minds in the positive manner through better hygienic practices.

5.4.1 Facilities available

The Institution has washroom facility, hand wash, drinking water and dustbin facilities.

5.4.2 Hygiene aspects

The team should undertake steps to upgrade the hygiene areas of the site as per the instructions and discussion.

6. Suggestions

Section-wise suggestions related to premises

The following suggestions are to be considered as a ***first priority*** for implementation. These **should be executed within the next 2.5 years from the date of the Report submission.** The Institute can execute a plan after discussion with Project Head.

6.1 Green practices Audit

- ➔ **Plant as a gift** - As a kind gesture, the guests visiting the premise can be asked to plant a small plant on the premise itself and they can be even given plants/bouquets from the flowers of the plants on the premise as a gift.
- ➔ **Environmental awareness** - There can be various slogans in local and national language on the compound wall giving the message of saving the environment through the joint efforts of the students and staff thereby making the student socially and environmentally responsible citizens.
- ➔ **Tree adoption scheme in the premises** - The Institute can adopt the One Faculty – One tree adoption scheme; this can be practiced on occasions such as toppers meet, guest sapling plantations, specific zoning of the tree adoption area. this can be very beneficial, especially during the summer season.
- ➔ **No vehicle day** - Once in a while, a No vehicle day can be adopted by students and staff to promote the use of eco-friendly vehicles on the premise.
- ➔ **Undertake environment study of local areas** – This aspect is w.r.t. environmental parameters and submits the same to local municipality for further up gradations.
- ➔ **Increase the organic farming practices** - The premises can have an organic farming facility in terms of farms, kitchen, terrace gardens the produce can be directly utilised in the premises.

6.2 Waste Audit

- **Signages** - Messages about avoiding wastage should be placed at appropriate locations.
- **Material of dustbin** - The plastic dustbins should be replaced with eco-friendly material.
- **Documentation** – Improve and increase the documentation and visibility/ reflectance of the environment related events on the website, social media handles
- **Cutlery in the Canteen** – The regular plastic and steel plates, spoons used in Canteen can be replaced with eco-friendly and organic leaves, paper straw, disposable plates, edible spoons and tables made out of sugarcane waste or bamboo. This will be first of its kind initiative to be adopted and practiced thus also inculcating the healthy practices in students.

6.3 Water Audit

- **Waterless urinals** - There can be the provision of waterless urinals as a Green Building initiative in the premise, either the existing ones can be replaced with such a facility or new toilets can be constructed in this manner.
- **Rain water bunds** – There should be landscape beautification project undertaken to appropriate channelize the rain water through bunds and similar facilities.

6.4 Health and Hygiene Audit

- **Health related provisions** – There should be provisions for a dedicated health centre and 24x7 available ambulance services inside the premises.
- **Signboards** – The Institute should have multiple signboards about 'No smoking' and 'Healthy premises' at every nook and corner of the Institute.
- **Compound wall** – The compound wall should have awareness messages about 'No Smoking' and 'No Tobacco'
- **Toilet hygiene** – There should be facilities such as potpourri, camphor tablets in the toilet to avoid smell and health related issues.

On-site investigation and physical verification
Audit Team during the visit and other photos collected during data documentation



Evidence of the visit - group photo with the core team



Investigative parameters – Ecological Aspects – Nursery in the premises and sapling plantation



Investigative parameters – Site Aspects – E-waste bin, Campus and batteries for backup



Investigative parameters – *Outdoor areas of premises*

7. Compilation

The study is based on the data collected, analysed, rechecked, and confirmed through multiple modes. For the quality study, some standards/ notes have been referred to. These are listed and noted below. However, no direct references have been used anywhere. These are used as a base to analyse and study the data collected.

- ➔ Uniform Plumbing Code – India, 2008
- ➔ IGBC Green Existing Buildings – Operation & Maintenance (O&M) Rating system, Pilot version, Abridged Reference Guide, April 2013
- ➔ IGBC Green Landscape Rating system, March 2013
- ➔ BOMA Canada Waste Auditing Guide, Best Environmental Standards, BOMA BEST – Canada
- ➔ Used only for understanding Universal design - Universal Accessibility Guidelines for Pedestrian, Non-motorized vehicle and Public Transport Infrastructure – Report guidelines by Samarthyam (National center for Accessible Environments) – an initiative supported by Shakti Sustainable Energy Foundation and www.umassd.edu
- ➔ The city of Cheyenne, Streetscape/ Urban Design elements - Wyoming Planning Association, Gillette, Wyoming, United States
- ➔ Images on site by Coordinators of the both teams
- ➔ Icon images used by <https://www.vecteezy.com/free-vector/security-camera-icon> and <https://www.vecteezy.com/free-vector/electric-car-icon>

Gender Audit

IQAC CLUSTER INDIA
(Reg.No.MAH/236/2021/PUNE)

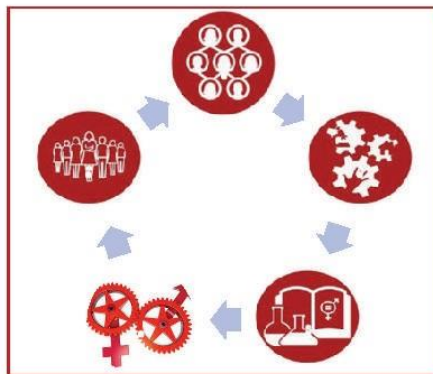
Inspection Committee Report

Gender Audit

Framed under Sections 90(2) Read with 5(25), 14 (14), And 28 (dd) of The Act)



For Pune District Education Association's
Annasaheb Magar Mahavidyalaya, Hadapsar, Pune -411028
Year: 2021-2022 and 2022-2023





IQAC CLUSTER INDIA
(Reg.No.MAH/236/2021/PUNE)
Inspection Committee Report
GENDER AUDIT 2022-2023

For Pune District Education Association's

Annasaheb Magar Mahavidyalaya, Hadapsar, Pune -411028

Framed under Sections 90(2) Read with 5(25), 14 (14), And 28 (dd) of The Act)

The GENDER AUDIT Committee visited **Annasaheb Magar Mahavidyalaya Hadapsar** on:

Day: Tuesday	Date: 11th April 2023	Time: 11am
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The External Peer committee members for Gender Audit appointed by IQAC Cluster India are:

Sr. No	Name	Designation	Address	Signature
1.	Dr. Lalita Nawale	Chairman	Sanskar Education Society's Arts and Commerce College Warje, Pune	<i>Kangudale</i>
2.	Dr. Ayub Shaikh	Member	ICS College, Khed, Dist. Ratnagiri.	<i>Ayub Shaikh</i>

The Authorities of the organization who interacted with the Gender Audit team are:

Sr. No	Name	Designation	Address	Signature
1.	Adv. Mohanrao Deshmukh	Management representative	Pune District Education Association, Erandwane, Pune - 411038	<i>Mohanrao</i>
2.	Dr. Ghorpade Nitin Laxman	Principal	PDEAs Annasaheb Magar Mahavidyalaya	<i>Nitin Laxman</i>
3.	Dr. Mulay Prashant P.	CDC member	PDEAs Annasaheb Magar Mahavidyalaya	<i>Prashant</i>
4.	Dr. Joshi Ramakant Prabhakar	IQAC In charge	PDEAs Annasaheb Magar Mahavidyalaya	<i>Ramakant</i>
5.	Mr. Ganesh Shankar-Sable	Registrar or equivalent	PDEAs Annasaheb Magar Mahavidyalaya	<i>Ganesh</i>
6.	Dr. Shubhangi R. Shinde	Teacher representative	PDEAs Annasaheb Magar Mahavidyalaya	<i>Shubhangi</i>

Gender Audit report has been submitted by IQAC Cluster India on: -----

Kangudale
Dr. Lalita Nawale
Chairman of Committee

Nitin L. Ghorpade
Dr. Nitin L. Ghorpade
PRINCIPAL
Annasaheb Magar Mahavidyalaya
Hadapsar, Pune-411028

Section I: Basic Details of the Organization:

I	Name of the Trust/ Society Address Phone no: E-mail Year of Establishment:	Pune District Education Association,Erandwane, Paud Road, Pune, Taluka:Haveli,District: Pune 020-26990376 Plasma_amm@yahoo.co.in 1971
II	Name of the College/ Institute:	Annasaheb Magar Mahavidyalaya,Hadapsar
	Address:	Mahadev Nagar, Hadapsar, Pune
	Year of Establishment	1971
	Authority Name& phone No.:	Dr. Nitin LaxmanGhorpade
	Coordinators name & Phone no	Dr. Ramakant Prabhakar Joshi
	Contact Details: Telephone no with STD code Fax no: Mobile no of the organization Organizational email: Website address:	020-26990376 020-26990353 020-26990376 Plasma_amm@yahoo.co.in http://www.pdeaamcollege.edu.in/
III.	Institutional Status Affiliating University: Affiliation Status: UGC Approval Financial Status:	Savitribai Phule Pune University, Pune Permanent 2f and 12B, Date:03/01/1985 Aided : <ul style="list-style-type: none">● Grant in Aid● Grant in Aid + self-financing.● Self-financing only
IV.	Type of College:	a) Affiliated b) Co-ed College. c) Urban
V.	Type of Faculty/Programme	Multi faculty Arts/ Commerce/ Science/ BBA/ BBA(CA)/ BBA(IB)/ BCA (SCI)/ BVOC/ DTL/ MA/ M Com/ MSC/ Ph. D
VI.	Special status conferred UGC-Special Assistance Programme	NA Any other (<i>Specify</i>)



Gender Audit Format for College



Part I

Organization Information on gender Aspects

Governance Bodies, Key Actors & Decision makers:

1. Gender Ratio & category wise data of students, teaching, nonteaching faculty.
(Data of last TWO completed Academic years).

	Teaching	Non-teaching	students	Total
Academic Year 1	2021-2022			
Male	55	44	3027	3126
Female	76	11	2014	2101
Others	00	00	00	00
Academic Year 2	2022-2023			
Male	49	44	2793	2886
Female	84	11	1909	2004
Others	00	00	00	00

2. Whether banners about respect of all genders is showcased on campus on website and in prospectus?

Location of the banners/ boards	Main gate/ entrance/ prime location/ notice board/ library/ canteen/ departments/ washrooms/ website/ prospectus/ any other.		
Viewership of the banners/ boards (possible % viewership each day)	No of banners with prime location (viewership 100%):		10
	No of Banners at other locations (viewership: 60 to 80%		2
Year of posting the banners/ boards.	10 Years		
Banner link on college website	NIL		

3. Gender ratio of management staff (Principal/ Vice Principal/ In charges/ office in-charge and governing body).

	Governin g / Apex body	Principal/ Vice Principals/ In charges/ Heads of Department/ IQAC incharge	Office/ Admin incharge/ Accounts head/ other office authority	Total
Academic Year 1	2021-2022			
Male	19	13	06	38
Female	02	10	03	15
Others	00	00	00	00
Academic Year 2	2022-2023			
Male	19	13	08	40
Female	02	10	03	15
Others	00	00	00	00

4. Student council representation Gender wise:

Year	Male	Female	Other
(2021-22)	01	01	00
(2022-23)	01	01	00

5. No of single parent children and their genders (details of the last two completed Academic years to be given).

No of students with mother as single parent	-
No of students with father as single parent	-
No of students with neither parent	-
Students who have lost their one/ both parents in Covid.	22
Total number of such students	22

6. Gender Policy on website.

Gender Policy Link:	https://pdeaamcollege.s3.us-east-2.amazonaws.com/NaacSSRCriaDoc/465_Gender%20Policy%20AMM%20College%2010072023.pdf
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7. Internal Complaints Committee & Vishakha committee (objectives and composition, meeting minutes).

- Number and nature of cases received (brief description) (names not expected)

File name, file no. <i>Composition, Minutes of meeting, Cases received and resolved, awareness programs)</i>	Internal Complaints Committee
Link of the committee details on website:	ammicc2023@gmail.com

8. Sexual harassment act 2013 copy and UGC regulations for sexual harassment are available with the college for reference.

Objectives: As per the guidelines of UGC, NAAC and the Supreme Court an Anti-Sexual Harassment Cell has been established at Annasaheb Magar Mahavidyalaya to provide a healthy and free atmosphere for the staff members and students of the College under the guidance of Principal Dr. Nitin Ghorpade. The cell was constituted to meet the following basic objectives:

- 1) To develop guidelines and norms for policies against sexual harassment.
2. To develop principles and procedures to combat sexual harassment.
3. To work out details for the implementation of these policies.
4. To prepare a detailed plan of actions, both short and long termed.
5. To organize a gender sensitization awareness programme.
6. To create a secure physical and social environment this will deter acts of sexual harassment.
7. To promote a social and psychological environment that will raise awareness about sexual Harassment in its various forms.
8. To provide an environment free of gender-based discrimination.
9. To facilitate a safe environment that is free of sexual harassment.

Counselling – Confidential counselling service is an important service as it provides a safe space to speak about the incident and how it has affected the victim because sexual harassment cases are rarely reported and is a sensitive issue.

Roles and Responsibilities of the Committee:

- Organize awareness programmes and campaigns for the benefit of all members of the College on sexual harassment and gender-based discrimination.
- Conduct formal inquiry, investigation and take decisions upon each complaint and recommend appropriate punishment or action to be taken, by the appropriate authority, in each instance.
- Receive and redress complaints received from any member of the College (including students, research scholars, staff, on college premises) alleging sexual harassment by other member(s) of the College.
- Ensure that all information pertaining either to complaints registered and the proceedings and findings of any inquiries and/or investigations are kept strictly confidential.

Procedure to file/report a complaint:

- The complainant will have to submit a written and signed complaint addressed to the Head of the Cell.
- The counsellor will call the complainant for a personal meeting, usually within a week from the submission of the written complaint.
- The members of the Cell will discuss the complaint.
- If the case falls outside the purview of the Cell, the complainant will be informed about the same by the appropriate authority.
- If the case comes under the purview of the Cell, an enquiry committee will be set up. The Committee will submit a report and recommend the nature of action to be taken at the earliest by the appropriate authority. Life at Campus: Under this committee we outset a complaint box in the college, which is helpful to the women staff and girl students to make complaint against any kind of sexual harassment in college arena. This complaint box is checked weekly and yet no such complaint is detected. Hence, we can say that the college environment/atmosphere is healthy and safe for all the girl students, Women Staff in the college.

File name, file no:	Cell for prevention for sexual Harassment
Link of act hosted on college website:	https://forms.gle/mGPyQRha5vLafKLEA

9. The grievance redressal cell has a time bound action program displayed on the website.

(Data of last two completed Academic years needed)

- File with details of authority name, position, phone numbers, grievance policy, minutes of the meetings)File Number-G1---
- Link of above details on the website:
[http://www.pdeaamcollege.edu.in/StudentDevelopment?type=Anti
i%20Harassment&pgrmm=StudentDevelopmentAntiHarassment](http://www.pdeaamcollege.edu.in/StudentDevelopment?type=Anti%20Harassment&pgrmm=StudentDevelopmentAntiHarassment)
- Grievance redressal policy on the website
P.D.E.A's AnnasahebMagar Mahavidyalaya Hadapsar, Pune – 411028
Cell for prevention of sexualharassment. Internal Complaints Committee
(ICC).<https://forms.gle/herduA2DY4Pvj5pRA>
- P.D.E.As Annasaheb Magar Mahavidyalaya Hadapsar, Pune -411028
Ant ragging Cell: <https://forms.gle/5ahZpvqsmRfpseq56>

Part A: Standard grievances:

	Type of grievance	Duration of redressal	Authority of responsibility for the grievance.
	NIL	NIL	NIL

Part B: Specific grievances and action taken (not to be showcased on the website).**10. Gender sensitization plan and nature of activities included as per the plan**

(Last two years work to be showcased year wise).

Nature of activities 2019-2020

Sr. No.	Name of Activity	Date	Total students		
			Male	Female	Total
1	Women and Development	13/01/2020	30	55	85
2	International Day of Women and Girls in Science	11/02/2020	14	38	52
3	Women Education and Gender Equity	11/02/2020	24	54	78
4	Street play	3/01/2023	06	09	15
5	National Youth Day	12/01/2023	26	46	72
6	Self Defense	12/9/2023 to 25/09/2023	14	26	40

Nature of activities 2021-2022

Sr. No.	Name of Activity	Date	Total students		
			Male	Female	Total
1	Youth day	12/01/2021	24	16	40
2	International Day for Women and Girls in Science	11/02/2021	13	34	47
3	International Women Day	8/3/2021	00	76	76

Nature of activities 2022-2023

Sr. No.	Name of Activity	Date	Total students		
			Male	Female	Total
1	Health Checkup Programme for Girls and Women	2 nd and 4 th Saturday of every month	19	38	57
2	Bhondla Tradition for Girls and Women	3/10/2022	00	43	43
3	Guest Lecture on Research and Fellowship	19/10/2022	29	15	44
4	Financial Literacy Survey	13/2/2022 to 27/12/2023	27	28	55
5	Journalism workshop	9/8/2023	16	21	37
6	International Women Day	8/3/2023	20	43	63
7	Lingabhav Sanvedan Shilpa	30/3/2023	06	23	29
8	Workshop on Laboratory Safety	12/5/2023	23	07	30
9	Yoga	11/12/2023	38	24	62
10	Cyber security	11/5/2023	30	43	73

Facilities provided to genders: (at least 4) YES

(verified by Auditor during physical visit)

- Rest rooms. Yes
- Medical facilities..... Yes
- Gender counseling..... Yes
- Separate washrooms... .. Yes
- Women's washrooms with sanitary pad dispensers Yes
- and sanitary pad incinerators:
- Separate dining spaces for women in canteen..... Yes

Specific Facilities Provided for Women:

- The institution has provided several specific facilities for girl students and teaching staff; they are as follows:
- In terms of safety and security, the institution has “Anti Sexual Harassment Committee”, “Anti Ragging Committee” and “Student Grievance Redressal Cell”. All these committees aim at solving the issues related to girl students as soon as possible and thus give justice to them.
- Apart from this the institution has installed the CCTV cameras in all college premises to keep watch on the activities of the students.
- A Grievance Redressal Box for the students
- Separate washrooms for the Boys and Girls

- Separate washrooms for the male and female teaching and non-teaching Staff.
- Separate waiting corner for the visitors.
- Separate seating arrangement for ladies' staff.
- Vending machines in washrooms.

11. Safety features provided for genders. YES

(verified by Auditor during physical visit)

- Male and female guards at gate.Yes
- CCTV cameras.Yes
- Counselling /Counselor appointed.Yes
- Any other NA

12. Gender based participation in NSS/NCC/ Sports/Cultural.(Last two years)

Sr. No.	Activity	Male participants		Female participants	
		2021-22		2022-23	
		Male	Female	Male	Female
1	NSS	154	146	183	167
2	NCC	41	13	39	15
3	Sport	219	42	228	28
4	Cultural	14	13	7	10

(Though only numbers have been mentioned here the file must showcase the details of students during the visit/ showcase it on the website. A two-year data for average necessary)File Number **G 1**

13. Initiatives taken for gender equity (make a list):

Sr.No.	Particulars	Male	Female
1.	Health checkup programs for girls and women	14	36
2.	Bhondla- Our Tradition for girls and Women	-	122
3.	Guest lecture on Area of research and fellowship	16	28
4.	Financial Literacy survey	15	40
5.	Journalism Workshop	10	27
6.	Guest lecture on "Healthful Diet and Physical activity" on 'International Women's day'.	5	58
7.	A guest lecture on "LingabhavSanvedanshilta"	12	17
8.	Workshop on Lab Safety and Maintenance	16	14
9.	Life skill activity –Yoga session on the occasion of Honorable SharadPawar birth anniversary	23	45
10.	Financial Literacy program on account of National technologyday –Cyber Security	25	48

14. duties of the employer are available with the organization as per the UGC act 2013.
File Number-G 1-----

15. Any other features to be added. (make a list):



Ladies and Gents Washroom and Toilets



Vending Machine



Suggestion Box



Sexual Harassment Prevention Cell



Separate Waiting zone for girls and Boys



Separate Gate Entry for boys and girls



Separate Reading hall for Girls and Boys



Separate Girls Parking



Part II

Gender Recruitment, Career Progression and Retention:

A) Total recruitments done in last two years:

Year	Existing number	Teaching	Administration	Non-teaching	Total
(2021-22)	00	21	02	00	23
(2022-23)	00	27	00	00	27

(Details to be available in the file) File Number G 1

B) Gender wise Student recruitments/Placement File Number G 2

(Last Two years data)

Sr. No	Activity	Male participants	
	Year	2020-21	
1	Placement	MALE	FEMALE
		109	90
	TOTAL	199	

C) Gender wise progressions to higher education: FILE NUMBER-----

(Last Two years data)

Sr. No.	Activity	Male participants		Female participants	
	YEAR	2020-21		2021-22	
1	Progressions	Male	Female	Male	Female
		41	31	263	208
	Total	72		471	



Part III: How is the Gender dimension in curriculum?

(A statement needed from the Principal/ Director in 500 words)

The institution is very keen on identifying the desires and aspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution has initiated several measures in gender equity & sensitization.

The institute ensures gender equity to provide a safe atmosphere for girl students. Anti-ragging Committee to root out ragging by prohibiting it by law, preventing its occurrence and punishing who indulge in it and Discipline committee to inculcate the atmosphere of self-discipline in the college campus and to create awareness of the code of conduct.

The institution sensitizes the students and staff with respect to gender equity and women empowerment through various facilities and special attention is provided to girl students to promote gender justice and the sense of harmony among them. The institution is committed to providing a safe and conducive work and academic environment to students, employees and is extremely alert to matters pertaining to any kind of harassment and gender sensitivity.

A legitimate Gender policy is formulated and implemented in academic and administrative processes for the promotion of gender equity. Gender audit report is prepared to interpret the gender ratio, Gender equity and sensitization is motivated in the campus by various curricular and co-curricular activities such as-

Following curricular and co-curricular activities are organized which includes:

- a) Conduction of Certificate Course: Mahila ani Vikas
- b) Poster presentation on drug awareness, Gender sensitization 'Chedchad' Poster Exhibition, Poster making Competition on 'Save the Girl Child from Rape'
- c) Self defense training workshops, Science exhibition, Financial Literacy programme for houseworkers of Manjari area.
- d) Lectures are organized on Stree Purush Samanata, Babasaheb Ambedkar, view on women, reform, Gender equality, Stree Shikshache Nave Aayam, Women Empowerment, women Health, Women's rights, AIDS awareness, Drug Awareness, Personality development, Woman Education and Gender equity, Essay competition, Poems, Slogans etc
- e) Research Article writing Competition on Indian Women and Hindu Code Bill.
- f) College Conducts Competitive Examinations focusing on Women's law, and or Gender sensitization orientation programme for newly admitted students.

- g) Co-Memorative days celebrations include: Savitribai Phule Birth Anniversary, International Population Day, Women's Day celebration for all ladies staff and girls
- h) Gender equity programme: WASH (Water and Sanitation Hygiene) and Nirbhay Kanya Abhiyan (Judo and Karate Training and Beauty and health development).

Facilities for women in campus:

The following facilities are provided in this regard:

1. By providing necessary infrastructure:

- a) Availability of girl's hostel, separate girl's common room for recreation and rest for the girl students and a canteen with three dedicated and demarcated areas for seating of boys, girls and staff separately.
- b) Installed sanitary napkin vending machine and destroyer in ladies common room and hostel.
- c) Neat and clean toilet facilities for girl students on each floor.
- d) Separate reading halls for girls in the library.
- e) Free Health Center facility.
- f) 24X7 security guards and CCTV surveillances.
- g) Complaint / Suggestion boxes on each floor.

2. By providing safety and security:

- a) Police-Women helpline numbers are displayed on strategic locations. ID-Cards are checked at the main entrance gate of the college to prevent the entry of unscrupulous elements.
- b) The discipline and anti-ragging committee is established to monitor the security practices in the campus.
- c) The institute takes active steps to establish good gender balance in decision-making processes in all the activities.
- d) The institute organizes training sessions of self-defense for the girl students.
- e) All the committees formed in the college contain student representatives which includes girl students and female staff member, ensuring female representation in all aspects.

3. By providing counseling:

- a) Teachers from the Psychology department organize counseling sessions for the girl students.
- b) Mentor provides counseling to students in personal problems along with career, studies etc.
- c) Institute organizes continuous counseling programmes such as- Cyber Security Awareness, Gender Awareness, Woman Rights, workshops on self-defense, Health and Hygiene, Employability Skill, Training Programs, Workshops on Sexual harassment on women at workplace (prohibition, Prevention and redressal) etc.



Part IV

Survey (Gender Equality & Gender Perspective)

(Student/ Teacher/ Administrative staff/ non-teaching)

Sr. No	Question	Agree	Disagree
1.	The institution has a gender policy and is clearly visible on the website and at important places.	Yes	
2.	The admission form clearly asks about the gender of the prospective student.	Yes	
3.	The college conducts gender sensitization programs as a part of its curriculum.	Yes	
4.	The college conducts gender awareness program each year.	Yes	
5.	You are aware of the Internal Complaints Committee and VishakhaSamiti is present in the college.	Yes	
6.	The women empowerment committee is setup in the college and displayed on the college website.	Yes	
7.	Lady faculty members are appointed in the women empowerment committee	Yes	
8.	The organization takes initiatives to work out on gender related issues proactively.	Yes	
9.	The organization has a sexual harassment cell.	Yes	
10.	The organization has a grievance redressal cell. Its working is time bound.	Yes	
11.	The college has adequate security personnel and technological support/ surveillance.	Yes	
12.	Safety guards employed on the gate also have women guards	Yes	
13.	The remote areas on the campus are well protected and safe.	Yes	
14.	There is a mechanism to assess the entry of strangers on the campus.	Yes	
15.	There are adequate number of toilets on the campus for men and women.	Yes	
16.	The toilets are hygienic, clean, and well maintained.	Yes	
17.	The women's toilets have sanitary pad vending machines at convenient places.	Yes	
18.	Sanitary incinerating machinery is available in the women's washrooms. .	Yes	
19.	The classrooms / Library offers equal opportunities to all genders.	Yes	
20.	Common rooms are available to boys and girls.	Yes	
21.	Healthcare section of the organization takes special care in gender related illnesses.	Yes	
22.	The University/ College has an insurance for the students in case of death/ emergency?	Yes	
23.	Gender related counselling facility exists in the organization.	Yes	

24.	Transportation by the organization is safe and efficient	Yes	
25.	Three suggestions by students on gender related issues of the campus: i. Parents and alumni should be involved in workshops and activities. ii. Need to increase awareness about diet and Proper exercise for all students. iii. More vending Machines are needed in the college.		



Part V: Actual one to interaction with cross section of stakeholders.

(Conducted by Auditor during physical visit)

For Authorities?

1. Facilities specific for genders. (Health, counseling, career, training, jobs)
2. Is there a counseling center in the college?
3. What are the mechanisms of Prevention of physical/ psychological/ Sexual Abuse?
4. Complaint mechanisms existing within and outside the organization?
5. Methods to improvise the working conditions of the employees in the organization
6. Workplace level policies to curb violence and exploitation?
7. Methods to protect students from outside sources
8. Methods to protect students from the people working within the organization.

For employees:

1. Is there any physical violence?
2. Psychological?
3. sexual violence experienced?
4. How?
5. Was it complained?
6. Was any action taken?
7. Do you think it is related to gender discrimination?
8. Leave for pregnancy is available?
9. Facilities available with the organization.
10. Is counselling available?

For students?

1. Are the opportunities equal for you as a boy/ girl on the campus?
2. Facilities and freedom on the campus? (In case of hostel also on hostel)
3. Were you threatened physically on the campus?
4. Is there ragging on the campus?
5. Are your complaints taken seriously by the authorities?
6. Have you availed the facility of the counseling centre in the organization
7. Gender related awareness programs are conducted by the organization?
8. Any other?

.....

Gender audit recommendations:

1. College has a written gender policy document; it needs to be published implemented.
2. Gender sensitization activities and programs should be organized on a regular basis.
3. The management should prepare a policy to offer partial freeship to needed girl students so as to increase the admission percentage of girl students.
4. The count of sanitary napkin vending machines and Incinerator should be installed.
5. Fundraising events activities should be organized for girl students monetary help.
6. The hygiene of washrooms should be given attention.
7. Awareness has to be created among students about the gender policy, the statutory bodies related to the same and their role and the gender sensitization programs. The teaching staff can take a lead in this aspect.
8. A health care section may be initiated. This should include a gender related counseling facility.
9. Quite a few survey participants have suggested having mixed groups (boys and girls) for various curricular and co-curricular activities. This will help to develop a sense of gender equity among the stake.
10. A gender focused learning which involves group learning can help reduce the divide.
11. Ensure that all faculty members/employees are equipped to talk about and implement institutional commitments to gender equity.
12. Health care checkup camps and awareness workshops can be organized every year.
13. Strengthening the counseling center is required.

Dr. Ayub Shaikh
Member, Gender Audit team

Dr. Lalita Nawale
Chairman, Gender Audit team

Academic and Administrative Audit



IQAC CLUSTER INDIA
(Reg. No. MAH/236/2021/PUNE)
Inspection Committee Report
Academic and Administrative Audit



For Pune District Education Association's
Annasaheb Magar Mahavidyalaya, Hadapsar, Pune -411028
Year: 2022-2023





IQAC CLUSTER INDIA
(Reg.No.MAH/236/2021/PUNE)

Inspection Committee Report

Academic and Administrative Audit 2022-2023

For Pune District Education Association's

Annasaheb Magar Mahavidyalaya, Hadapsar, Pune -411028

Framed under Sections 90(2) Read with 5(25), 14 (14), and 28 (dd) of The Act)

The Academic and Administrative Audit Committee visited **Annasaheb Magar Mahavidyalaya Hadapsar** on:

Day: Tuesday	Date: 11th April 2023	Time: 11am
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The External Peer committee members for AAA appointed by Cluster Maharashtra are:

Sr. No.	Name	Designation	Address	Signature
1.	Dr. Ayub Shaikh	Chairman	ICS College Khed, Dist Ratnagiri. Maharashtra	<i>Ayubshaikh</i>
2.	Prof. Bharat Kangude	Member	Anantrao Pawar College, Pirangut, Pune.	<i>BharatKangude</i>

Authorities of the organization who interacted with the AAA team are:

Sr. No	Name	Designation	Address	Signature
1.	Adv. Mohanrao Deshmukh	Management representative	Pune District Education Association, Erandwane, Pune - 411 038	<i>Mohanrao</i>
2.	Dr. Ghorpade N. L.	Principal	Annasaheb Magar Mahavidyalaya, Hadapsar, Pune - 411028	<i>N.L. Ghorpade</i>
3.	Dr. Mulay P. P.	CDC member	Annasaheb Magar Mahavidyalaya, Hadapsar, Pune - 411028	<i>Mulay P. P.</i>
4.	Dr. Joshi R. P.	IQAC Incharge	Annasaheb Magar Mahavidyalaya, Hadapsar, Pune - 411028	<i>R.P. Joshi</i>
5.	Mr. Sabale G. S.	Registrar or equivalent	Annasaheb Magar Mahavidyalaya, Hadapsar, Pune - 411028	<i>G.S. Sabale</i>
6.	Dr. Patil Neha N.	Teacher representative	Annasaheb Magar Mahavidyalaya, Hadapsar, Pune - 411028	<i>Neha N. Patil</i>

The Audit report has been submitted by Cluster India on: _____

Ayubshaikh
Dr. Ayub Shaikh

Nitin L. Ghorpade
(Dr. Nitin L. Ghorpade)

PRINCIPAL
Annasaheb Magar Mahavidyalaya
Hadapsar, Pune-411028

Section I: Basic Details of the Organization:

I	Name of the Trust/ Society Address Phone no: E-mail Year of Establishment:	Pune District Education Association 48/1 A, Erandawane, Paud Road, Pune-411 038. Maharashtra, India. 020-25434570,25458327,25458328 honsecretary@pdeapune.org 1941
II	Name of the College/ Institute:	Annasaheb Magar Mahavidyalaya, Hadapsar, Pune -411028
	Address:	Survey No. 215/277, Manjari Road, Mahadeonagar, Hadapsar, Pune
	Year of Establishment	15/06/1971
	Contact Details: 1. Telephone no with STD code 2. Fax no: 3. Mobile no of the organization 4. Organizational email: 5. Website address:	020-26990376 020-26990353 9604090353 ammiqac@gmail.com www.pdeaamcollege.edu.in
III.	Institutional Status 1. Affiliating University: 2. Affiliation Status: 3. UGC Approval 4. Financial Status:	Savitribai Phule Pune University Pune Affiliated, Permanent Yes Grant-in-aid and Self Financing 2f & 12B Date 03/01/1985
IV.	Type of College:	a) Affiliated b) Co-ed College. c) Urban
V.	Type of Faculty/ Programme	Multi faculty Arts/ Commerce/ Science/ BBA/ BBA(CA)/ BBA(IB)/ BCA (SCI)/ BVOC/ DTL/ MA/ M Com/ MSC/ Ph. D
VI.	Special status conferred UGC-Special Assistance Programme	NA

Section II What are the Objectives to Conduct the Academic Audit?

(Kindly list at least three objectives of conducting the Academic Audit)

Sr. No.	Objectives
1.	To evaluate academic and administrative processes in the college during the academic year 2022-2023.
2.	To identify the SWOC analysis of faculty and Institution.
3.	To take the review of recommendations post accreditation. (Third cycle).
4.	To identify the opportunities for academic, administrative and examination refurbishing.

Section III: Governance Structure and Policies

No	Metric details	Inputs	File Number
1.	Vision/ Mission and Goals. The Vision and mission statement is understood by the staff. The aims and objectives are realistic and achievable Assessment Parameters: Vision: “Bahujan Hitay, Bahujan Sukhay”, Pune District Education Association's Annasaheb Magar Mahavidyalaya commits itself to vision of “Becoming an Institution of Educational Excellence by Imparting Higher Education” Mission: The Mission of the College is an extension of the mission of the parent trust and is "Bahujan Hitay Bahujan Sukhay through Higher Education".		
2.	Principal (Regular. / Incharge (approved)/ Incharge (Unapproved)	Regular	
	Name & relevant details	Dr. Ghorpade N. L.	I 1
3.	CDC		I 2
	a) Meetings held (2022-23)	14/06/2022 19/07/2022 25/04/2023	
	b) Agenda, Minutes and Action Taken Report of each meeting and % Implementation of decisions	Almost 90% of decisions have been implemented.	

	c) Review of the decisions taken especially with respect to academics, research, student activities, certain policies such as admissions, examination, etc.	Review of almost all academic and administrative processes is undertaken by CDC and certain changes in the admission process suggested.	
4.	IQAC		I 3
	a) Is Committee formed according to the IQAC norms?	Yes, constituted as per NAAC guidelines.	
	b) Number of Meetings held	AY 2022-23: - 4 Meeting	
	c) Agenda, minutes and Action taken report	Yes, it is posted on the College website.	
	d) The working of the organizational IQAC is in tune with its vision and mission statements	Yes.	
	e) Whether a Perspective plan is in place and is working? What is the % of success?	Yes, 80%	
	f) Whether short term and long-term goals and objectives are identifiable by the IQAC and Management?	Short term: To strengthen the admission process. Long term: To establish an IIC (Innovation & Incubation center).	
	g) Number of Quality initiatives undertaken by IQAC	42	
	h) Number of collaborative activities are conducted with other institute by IQAC	27	
	i) Whether AQAR's are sent on an annual basis? (not for First Cycle colleges)	Yes	
	j) Number of feedback taken? Analysis done? Action taken and Actions implemented?	Four Stakeholder Analysis done, Actions are taken and implemented.	
	k) Audits conducted other than AAA? (Environmental/ Green / Energy/ Gender, etc.)	Yes	

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5.	Student Council committee		I 4
	a) Whether the student council has been formed as per the norms?	Yes, The Student Council consists of Student's Representative of each Class, Sports, Cultural and NSS representatives. The achiever of highest marks in the previous Examination is selected as a Class Representative.	
	b) Whether the student council is active?	Yes	
	c) Activities of Student Council.	Sports, Cultural and Extension activities	
6.	Student Grievance Redressal Cell		I 5
	a) Composition of Cell	Yes.	
	b) Redressal Policy of the college.	College has a well-designed policy procedure for Grievances Redressal	
	c) Number of meetings conducted per year? Decisions taken	02	
	d) Number and nature of complaints received? Action taken on it?	NIL	
	e) Redressal procedure?	Students approach the Grievances Redressal committee. Students can put their grievances in writing. The committee discusses it and suitable actions are initiated and implemented. Usually, no grievances remain unattended.	
	f) Number of Awareness program conducted	02	
7.	Internal Complaints Committee		I 6
	a) Is ICC constituted as per the norms?	Yes, the ICC committee has been constituted as per university and state government norms.	
	b) Composition of ICC Cell	The committee works under the name of Cell for prevention of sexual harassment of women staff and students (Prevention, Prohibition and Redressal) Act 2013.	

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	c) Are the details of ICC intimated on the notice board or at proper places?	Yes	
	d) Is it mentioned in the prospectus and on the website?	Yes	
	e) Number of complaints received and action taken?	NIL	
	f) Number of meetings conducted	02	
	g) Number of activities conducted by the Committee?	02	
8.	Anti- ragging committee		I 7
	a) Composition of Anti-ragging Cell	Yes	
	b) Whether notifications about anti-ragging are put up on the campus?	The required notifications regarding the Anti Ragging committee constitution and functions are put on notice board and college website.	
	c) Awareness about anti ragging done?	Yes, students are made well aware about the anti-ragging act and is also mentioned in the prospectus. Students were asked to submit undertakings for prevention of Anti - ragging at the time of admissions.	
	d) Meetings and reports of cases. Action taken?	Yes	
9.	SC, ST, OBC, Minority Cell		I 8
	a) Meetings held and issues discussed and new aspects implemented	The Reservation committee is formed in the college and it is functioning to help the Reserved category (ST, SC, OBC) students to notify the various scholarships and free ships available in the college.	

	b) Priority in Admissions, progression and during appointments.	The college is implementing the reservation policy of the State Government of Maharashtra. Reserved category students are admitted to the college with concessions. In the recruitment and appointments government policies are strictly implemented.	
	c) Efforts to prevent discrimination at the workplace and to create a congenial environment.	No such discriminative event occurred in the college in the academic year 2022-2023.	
10.	Right To Information (RTI)		I 9
	a) Whether committee exists with proper Authority	Yes. Under the leadership of College Principal and office superintendent as appellate officer, RTI committee is working in the college	
	b) Whether the name of Appellate authority and the committee is displayed at a visible place?	Yes. Names and designations of the RTI committee have been displayed in the premises at proper locations.	
	c) Number of RTI cases & solutions?	Nil.	
11.	Purchase Committee		I 10
	a) Functional purchase committee with standard procedures present/ absent?	Yes, college has a functional Purchase committee with Standard procedures. Sanctions of purchase done, purchased products/ goods have been delivered.	
	b) Minutes of Meeting documents of Purchase committee.	Yes	
	c) Purchase Orders and Comparative Statement documents	College CDC looks into the concerned activities.	
12.	Development & Utilization fund		I 11
	a) Fund, grants received from Government agencies (apart from Research grant)	Yes	

	b) Fund, grants received from Non-Government agencies (apart from Research grant)	Yes	
	c) Fund, grant Utilization policy is in place?	Yes	
13.	AISHE – whether each year certificate is obtained and the organization is registered with AISHE	Yes	I 12
14.	NIRF - ranking of the organization and procedures completed.	Yes	I 13
15.	ISO – completed?	No	
16.	Any other accreditation?	NIL	
17.	Standard Operating Procedures, policies & Benchmarks Developed:		I 14
	a) Number of SOPs developed.	Two. 1) Online admission process 2) Continuous Internal Evaluation Policy 75%	
	a) Number of Policies are developed	Yes	
	b) Bench marks created? Describe the areas.	Two	
18.	Committee working?		I 15
	a) Library		
	i. Decisions taken by the library committee and implemented?	-Library Books Purchasing Text & Reference book.	
	ii. Library memberships with other libraries.	-N-list membership, ERP Software Installation. -National & International Journal Purchase	
	iii. OPAC installed and working?	Yes OPAC facility is available in ERP software	
	iv. Digitization of library and computer to student ratio in library	Library software is primarily used to systematically manage the reading resources	
		and generate requisite reports. The modules enable automation of the entry book details, generation of barcodes for the books, lists of all books, subject wise lists of books, number of copies and total amount for a particular subject.	
	v. Library utilization by staff and by students?	Student: - 120 to 150 per day & Staff – 25 to 40 per day	

	vi. Old and rare books and method to preserve them	Yes	
	vii. Facilities for students?	New Arrivals are notified on the 'Student-Notice Board'. New Books, References, Text Data Journals, Computer Lab, New Journals, e-books, e-journal are there. It has a Newspaper Stand, Encyclopedia Dictionaries. Services like I card, Borrower Card., Suggestion box, Home lending books are there. Well-furnished Reading Halls are present.	
	viii. % budget spent on library for purchase of books and Journals	10 Lakhs	
	ix. Best practices by the library (number).	English, Marathi and Hindi days are celebrated. Dr Abdul Kalam Jayanti Reading Motivation Day. The Book Exhibition, and Book Bank Scheme are the best practices	
	b) Infrastructure Development Committee D) Infrastructure development committee, their meetings and minutes and actions taken? Budget allocation for infrastructure.	All the financial decisions are taken by the PDE Administration. The College development committee CDC deliberates and takes care about development fund utilization. Its minutes and decisions are being implemented by college administration. All the Infrastructure development decisions are taken by the PDEA administration in consultation with CDC. Meetings, Minutes and ATR are available.	I 16

	<p>II) Details of</p> <ul style="list-style-type: none"> i. Number of computers & computer to student ratio ii. Computer to administrative office staff ratio iii. Available bandwidth currently iv. Facilities such as lecture capturing system/ media center. v. Wi- fi updating last done vi. Number of rooms for academic purpose (classrooms, benches & accommodation in classes, class wise furniture and other details) 	<p>462 1:10 1:1 200 Mbps Yes Regularly No of Classrooms: 44 - No of Benches: 3000</p>	
	<p>c) Other committees, their meetings, minutes and action taken reports</p>	<p>The Purchase and Maintenance committee takes a review of infrastructure.</p>	<p>I. 17</p>
<p>19</p>	<p>Departmental filing (department wise) <i>(25% department's records will be verified as per following parameter during physical visit.)</i></p> <ul style="list-style-type: none"> a). Departmental staff details, appointments, etc. b) Workload, c) Timetable, d) Teaching plan and monthly teaching schedule. e) Teachers' diary, f) Leaves record and necessary adjustments. g) Departmental meetings, h) Student list, i) Result analysis, j) Examination dates k) Activity planning, l) Add-on courses details m) Value added courses details n) Cross Cutting issues related courses details o) Remedial course planning and execution methodology p) Bridge courses, - content, schedule, attendance, material, feedback, feedback analysis. q) Student centric teaching learning details. r) Experiential teaching learning details (as per curriculum) s) Teaching feedback and feedback analysis and action taken report on the analysis. t) Departmental Peer assessment of teaching and its analysis from external Peers. u) Departmental SWOT. - External & Internal v) Student feedback on departmental functioning. w) Percentage of student progression to higher education and placement. 	<p>Following departments have kept the records in accordance:</p> <ul style="list-style-type: none"> 1. Commerce 2. Political Science 3.Economics 4.Psychology 5.Geography 6.B. Voc. Tourism and service industry 7.English 8.Hindi 9.Marathi 10. BBA 11. BBA (CA) 12.Computer Science 13.Mathematics and Statistics (CS) 14.Electronics (CS) 15. Chemistry 16. Botany 17. Zoology 18. Physics 19. Mathematics 20. Statistic 21. Microbiology 22. Environmental Science 	<p>The files in respective departments</p>

Section IV: Student Progression.

Sr No.	Details	2022-23	
1.	Total number of students in the organization	4702	S1
2.	Percentage of enrolment against sanctioned seats (more than 80% / 70%/ 60% / less than 60%)	80%	
3.	% of category students a) SC b) ST c) OBC d) Other e) Open	392 174 594 65 995	
4.	Students from other states	NIL	
5.	Students from other nations	NIL	
6.	% Divyang students.	NIL	
7.	Ratio of Boys to Girls?	1:0.7	
8.	Total number of students appeared for final year	1562	
9.	Total number of students passed in final year.	1198	
10.	Percent of Student attendance	60%	
11.	Scholarship/ free-ships provided to students: Government/ Non-government (% beneficiaries)	70%	S 2
12.	Welfare schemes for students: its details and number of beneficiaries	2 schemes 256	S 3
13.	Number of Awards won by students from cultural events (national/ international/ state/ University.)	Nil	S 4
14.	Number of Awards won in sports at international/ national/ state/ university/ various levels vs. total number of students	07	
15.	Number of Sports and Cultural events conducted in college.	11	
16.	Percentage of participation of students in a) NSS b) NCC c) Any other	11% 6% 34%	
17.	Number of Extension and Outreach activities conducted by NSS/ NCC/Red cross/YRC wherein students participated.	56	
18.	Students completed graduation/ masters and employed by the college placement cell (give details) i. Number of students registered for placement cell ii. Number of trainings conducted by placement cell and students benefited. iii. Number of pre-placement sessions conducted. iv. Students directly placed. v. Students placed on campus through job fairs	In all 361	S 5

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	vi. Students placed off campus through job fairs. vii. Total number of MoU/ tie-ups created by institution in current year for placement. viii. % students who have gone for entrepreneurship/ family businesses.		
19.	Students who have pursued their education further (Progression) a) % progression of students passed. b) % of Student progressed to higher education c) % progressed into interdisciplinary areas. d) % students who have stopped progression (@home/married/etc.)	175	S 6
20	Capability enhancement schemes, Guidance for competitive examination, Career counseling conducted. a) Number of Capability enhancement activities conducted. b) Percentage of Student participant c) Number of Guidance programmes for competitive examination conducted. d) Percentage of Student participants. e) Number of Career Counseling programs conducted. f) Percentage of student's participants.	Total schemes 135 1609 34.2% 482 10.25% 3450 73%	S 7
21	Average percentage of students clearing GATE/NET/SET/ Civil services/ etc. (list of students, year, position achieved, related details)	27%	
22.	Registered alumni association present? a) % of new Alumni registered: b) Monetary Support in terms of funds/ donation c) Support in services: • Parenting support to existing students • Support in kind: library/ Sports/ infrastructure/etc. • Support in terms of services: guest lecture/ mentoring/ etc.s • Support in placements d) Alumni meetings:	Yes 5% Rs. 200,000/- Yes Yes Yes Yes 02	S 8

Section V: Academics

1.	Number of (Certificate/Diploma) Programs included in last five years (for certificate 150 hours for diploma 300 hours) Details with proofs	30	A 1
2.	Number of new university programs introduced.	02	A 2
4.	Number of Add-on programs conducted	Nil	
5.	Number of value added courses (30 hours skill based).	Nil	

6.	Number of Courses having field study/Research projects/ internships	23	A 3
7.	Percentage of Students undertaking field projects/ internships (current year)	44.51%	A 4
8.	Number of Courses having Cross Cutting Issues.	45	A 5
9.	Percentage of teachers using ICT for effective teaching and learning, e – learning resources. (list the tools and resources available)	100%	A 6
10	Number of ICT enabled classrooms and smart class rooms.	17+ 04= 21	A 7
11	Whether: a) Course outcomes (CO's) Program outcomes (PO's) and Program Specific Outcomes (PSO'S) are displayed on the website? b) Attainment of PO, PSO &CO conducted? Provide documents.	Yes Yes	A 8
12.	Provide average passing percentage of the college (2022-2023) Passing analysis Distinction First Class Second Class Pass Class Failed:	63.51% 27.79% 35.658% 0.06% 0.002% 26.49%	A 9
14	How does college analyze results and how are they used for the future development of the organization?	The college results are prepared faculty wise and programme wise. Results are categorized into different classes at the department level. Also, the results are summarized as per reservation categories. The courses are identified where results are less than expectations. For such courses, remedial lectures, practice tests, expert lectures etc. are arranged. The mentor-based system is employed.	

Section VI: Teaching Staff related

1.	Average percentage of full time teachers, teachers with Ph.D. and their teaching experience.	66/134 = 49.25%	T1
2.	Percentage of teachers recognized as research guides	12.6%	
3.	Number of teachers who have completed their Ph.D. in last two years	02	
4.	Average percentage of full time teachers who have received awards / recognitions/ fellowships at state/ national/ international level from government/ recognized bodies in last two years	10.4%	

5.	Full time teachers from other states, their last degree and the state from which it was obtained.	Nil	
6.	Grants (Amount in lakhs) received by teachers for research projects by the government/ non- government sources (industry/ corporate houses/ international bodies/ endowment/ chairs/ the institution during the last two years.	Nil	
7.	Percentage of teachers who have taken a research project in last two years.	Nil	
8.	Workshops /seminars on IPR/Research methodology and Entrepreneurship conducted by college.	13	T2
9.	Number of papers published in UGC listed journals	59	
10.	Number of books, chapter in book, research papers in proceeding published by teaching community at national and international level	62	
11.	Number of teachers as research guides	17	
12.	An amount generated through Consultancies provided by teaching staff.	Nil	

Section VII: Community and environmental services.

1)	Number of NSS related activities – reports & Camps	15	C 1
2)	Number of Activities other than NSS	38+6	C 2
3)	Number of Environment related activities	6	C 3
4)	Number of Cleanliness programs	4	C 4
5)	Number of Gender equity/Sensitivity programs	11	C 5
6)	List the women's facilities in the institute.	Yes	
7)	Green practices- plastic free campus / paperless office/ public transport measures/ waste management practices/ LED lamps/ Rain water harvesting. Describe in bullet form.	<ul style="list-style-type: none"> ▪ Plastic free campus ▪ Waste management practices ▪ LED lamps ▪ Rain water harvesting 	C 6
8)	Installation of Solar energy	Yes	
9)	Rain water harvesting.	Yes. 6 units	

Section VIII: Office Aspects

1.	<p>Teaching Staff Appointments, Approvals and promotion</p> <p>*Aided:</p> <p>a) Describe Process of Appointments, Approvals and Promotion in bullet Form along with documentary evidences</p> <p>b) Number of CAS eligible Teacher</p> <p>c) Number of CAS pending cases</p> <p>*Unaided:</p> <p>Local Selection Committee, necessary under rules and regulation of Management of Pune District Education Association</p>	<p>A. No of Grantable Staff: 27</p> <p>B. No. of C.H.B. (Grant): 24</p> <p>C. Non-Grant: -</p> <p>i. No. of Permanent:4</p> <p>ii. No of P.G: - 25</p> <p>iii. No of U.G: - 55</p> <p>As per Government and Savitribai Phule Pune University rules</p>	Document in Personal Files
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2.	<p>Non- Teaching Staff Appointments & Promotions</p> <p>*Aided:</p> <p>a) Describe Process of Appointments, Approvals and Promotion in bullet form along with documentary evidences</p> <p>*Unaided:</p>	<p>A. No of Grantable Staff: 35</p> <p>B. No. of Non Grant: 22</p> <p>As per Government and Savitribai Phule Pune University rules Local Selection Committee, necessary under rules and regulation of Management of Pune District Education Association.</p>	Document in Personal Files	
3.	<p>Service Books and Leave Records (Teaching and Non – Teaching Staff)</p> <p>Aided:</p> <p>Service Books maintained as per Joint Director Office</p> <p>Computerized Leave Record is maintained as per service book</p> <p>* Unaided dept.:</p> <p>As above proceed</p>	<p>For both the Manual Leave Record and Bio-Metric record maintained</p>	O 1	
4.	<p>Admissions Procedures</p> <p>*Aided/Unaided.</p> <ul style="list-style-type: none"> Describe the process of Admission in bullet form with documentary evidence. 	<ul style="list-style-type: none"> Government and SPPU rules and regulations are abided. The ‘Admission Committee’ functions for the same. Admissions are available on a first come first basis. Filling up of Pre-Admission Form designed by the college. Online Admission Form Filling on the digital portal. Confirmation of Admission on portal & fees collection. Submission to Registration of the confirmed student. # As most of the students belong to the socially and economically weaker section, they have been provided facilities to pay fees in installments. 	O 2	
5.	<p>Examination and Examination grievances</p> <p>*Aided/Unaided:</p> <p>a) Describe Examination process in bullet form with documentary evidence.</p>	<p>The Examination is conducted as Savitribai Phule Pune University rules and regulations.</p>	O 3	

	b) Describe mechanism of examination grievances in bullet form with documentary evidences.	<ul style="list-style-type: none"> ➤ Grievance related to evaluations for both the College and the University levels is processed by the College Examination Committee. ➤ The mechanism for redressal of grievances is well defined and communicated well in advance to the students. ➤ The redressal of complaints regarding evaluation of college examination is done by College Examination Committee 	
	c) Number of examination grievances received in the last two years with documentary evidence.	Nil	
	d) Number examination grievances resolved within stipulated time with documentary evidence.	Nil	
6.	<p>Railway/ Bus Concessions</p> <p>*Aided & Unaided Railway/ Bus Concession is issued from 1st to 10th date of every month</p> <ul style="list-style-type: none"> • Monthly statement is prepared on excel sheets • Submitting the same at Railway/ Bus to the Office 	<p>Yes</p> <p>No</p> <p>Yes</p>	<p>O 3</p> <p>Railway /Bus Concession Form and Book is maintained</p>
7.	<p>Government Scholarships & Free Ships</p> <p>*Aided/Unaided:</p> <p>Students and Parents are orientated with procedure and norms.</p> <p>Display of Notice on Digital Signage & WhatsApp group</p> <p>Collection of forms filled by students on the scholarship site</p> <p>Verification of forms & documents</p>	Yes	<p>O 4</p> <p>Online Process of Government of Maharashtra Maha-DBT</p>
8.	<p>Non-Government scholarships, free ships, concessions.</p> <p>Organizational effort to provide help to needy:</p> <p>a) Concession in fees; Provide list</p> <p>b) Other supporting documents.</p>	<p>Yes</p> <p>Yes</p>	O 5
9.	<p>Inward and Outward Registers</p> <p>Aided/Unaided.</p> <p>Digitized</p>	Yes	Inward and Outward Register Maintained

10.	Dead Stock Registers: Provide record *Aided/Unaided Course dept.: Register is maintained in excel format	Yes	Dead Stock Register Maintained
11.	Records of Minutes Governing council, College development committee, Internal Quality Assurance Cells. *Aided/Unaided.: Provide Records: CDC-Twice a year IQAC – Once in three months (minimum) Management committee - Twice a year	Yes	Document in Office File
13.	Accounts & Finance Section: Cashbook, Ledger, Salary Registers, Salary Bills, Vouchers, Receipt Books, Fee Registers, etc. Aided/Unaided: Accounts is maintained in Tally ERP9 Vouchers are printed from the Tally Software, Reconciliation is maintained in Tally ERP9 Salary Register of the Full Time Faculty & Non-Teaching Staff are maintained Fees Receipts are printed from the customized software	Yes	Document in Office File
14.	College Budgets and Audited Balance Sheet *Aided/Unaided Course dept.: <ul style="list-style-type: none"> ● Budget is prepared department wise every year ● Audited Balance Sheet is also prepared and submitted to the trust 	Yes	Document in Office File
15.	Teachers Workload and Class Time Tables *Aided/Unaided: <ul style="list-style-type: none"> ● As per University norms & approved form University/Joint Director Office *Unaided: <ul style="list-style-type: none"> ● As per University norms & approved form University/Joint Director Office 	Yes	Document in Office File
18.	Annual Maintenance Contract: Pest Control Air Conditions, Water Coolers, CCTV, Fire Extinguishers, Computers & Printers Provide documents of Agreements.	Yes	Document in Office File

19.	Non- Teaching Staff Welfare Aided/Unaided/ Ext. Course dept.: <ul style="list-style-type: none"> ● Medical Assistance on request ● Fees / Financial Assistance on request ● Family Picnic ● Festival Celebration ● Birthday Celebration 	Yes	Document in Office File
20.	Number non-teaching staff attended Training/ Workshops during the last two years.	Yes Two workshops on Laboratory Safety	Document in Office File

Section IX: Best Practices:

1. In Curriculum	There is Feedback Management system to avail the feedback on all aspects of a curriculum. It is a stakeholders-based feedback system. It has served as the one of the implementations to facilitate the teaching-learning and evaluation. The college has framed the Feedback Management committee as per the guidelines of Internal Quality Assurance cell for the effective performance as to achieve positive transformations by abiding the rules and regulations of an institution. This committee offers the healthy platform to learners, teachers, alumni and experts to give their feedback on different aspects of an institution. The suggestions on curriculum are forwarded to the respective Board of Chairman (Academics) of SPPU. The teachers also participate in Syllabus restructuring workshops and faculty Development programmes.
2. Academics	The institute has excellent academics and an effective teaching learning process. In order to accommodate changing demands of a modern academic era and to promote an effective teaching-learning process, the institute has always focused on creating and upgrading infrastructure. During the semester, an academic calendar is prepared, which includes curricular, co-curricular, and extracurricular activities. The teaching plan is prepared by each faculty member at the beginning of every academic year. As part of the teaching-learning process, learners are identified as slow, medium and advanced. Accordingly, remedial programmes are arranged. The faculty uses a variety of active learning techniques in order to enhance the teaching-learning process including, e-learning tutorials, tests, and group discussions, etc. The LMS system is being implemented to achieve a value added teaching learning platform. In order to inculcate concerted learning, the learners are encouraged to participate in projects and group presentations which can further be associated with Avishkar and other competitions. In addition to this, industrial training/visits are also arranged. The institute promotes advanced learning of knowledge and skills among the learners, especially postgraduate students

	through expert lectures, National/International conferences or workshops. Mentor-mentee scheme is used to ensure the quality performance of the learners in academics.
3. Extension	The Institute organized, following student outreach activities, throughout the year with NSS, NCC, Student Welfare and other departments, to raise awareness of social issues and their overall development. Students participated in 'Swachh Bharat Abhiyan' to maintain cleanliness and promote hygienic environment in society. Blood Donation camps were organized to inculcate helping nature in the students. Awareness programs are organized for the prevention of AIDS, Corona and infectious diseases. A lecture on the topic of health-conscious hygiene (Swachh Wrap & Red Dot) organized for female students. To understand the need for nature conservation, the Institute organized tree planting and caring for planted trees. Second year UG program students adopt plants and nurture them in college premises. Street play was performed in the nearby community to educate society about the burning social issues such as vaccination against corona infection. Road safety week in association with traffic police is conducted to educate riders about the consequences of rash driving and not wearing a helmet. Youth day is celebrated every year to channelize the enormous youthful energy in good activities. Kargil Vijay Day, Flag Day, Army Day activities inculcates patriotism in students.
4. Student progression	The students are guided with regards to career objective via conducting career guidance training. As the college is located in semi urban area so the majority of the learners are from rural background and are privileged students. They are guided for different capacity enhancement programs like soft skill developments and competitive exam preparation. These examinations are SET, NET, GATE, PG entrance, PET and others. They are also given a career counseling session. The spear headed aim of student progression is achieved by "Career Katta" to create awareness and encouragement among the learners to go for competitive exams. This center enrolls dedicated and devoted learners and organizes the expert lectures to give insight about competitive examinations as per the yearly plan. In addition, placement cell of the college is very active which trains and offers information about different internships and employment to the learners by organizing placement fairs.
5. Management practices	The institution has a visionary management to inspire academic process in a systematic manner. The management promotes and coordinates a variety of activities with the faculty and learners through various cells. Also provides financial assistance to the needy learners or faculty in terms of fees installment, scholarship, or any other assistance policies. The management

	<p>offers a variety of facilities to assist learners in extra-curricular activities, including sports and cultural as well as community service through NSS and NCC. Management of the college conducts periodical meetings (CDC) to provide support and strengthen teaching learning by making infrastructural facilities available to them. The meetings of the management determine the policies and measures that will assist college students to improve their academic achievements.</p>
6. Environment	<p>The college has initiated green practices in the college campus to minimize the dangers of environmental troubles. Green practices have been organized as per the activity calendar of IQAC in which different departments and expansion cells undertake environment activities that result in the protection of the environment and builds environmental consciousness among stakeholders. NSS and NCC cells of the college prepare activity calendars targeting challenges of the environment. The college organizes the environment promotional activities in the campus as well as outside the campus. The priority of the college is to inject positive approaches regarding the environment among every constituent of college. The institute has initiated the drive “Plastic free campus” and staff and students collect the plastic waste from their homes and neighborhood. On every 22nd of the month, they collect in the container at the college which is handed over to the recycling NGO.</p>
7. Distinctive practices	<p>The institute has two distinctive practices.</p> <p>1. Cyber awareness and Literacy cell.</p> <p>2.Village Survey</p> <p>1. Cyber awareness and Literacy cell:</p> <p>The institute has taken an initiative in collaboration with Quick Heal Foundation (QHF) and established CALC (Cyber Awareness and Literacy Cell) to protect devices and data from attack, damage and unauthorized access along with the other objectives mentioned above. The selected volunteers of CALC are trained by the QHF and provided the appropriate tool kit to deliver lectures to the students from the nearby schools and junior colleges. Two well trained volunteers are appointed to identify and communicate with the school or college authority for this purpose. If required CALC provides necessary IT infrastructure. Volunteers are paid remuneration for every session by QHF.</p> <p>2.Village Survey:</p> <p>The area and village are identified. The study team is composed of staff members, volunteers, and students from different faculties such as geography, languages, commerce, botany, zoology, microbiology, and</p>

chemistry. The survey is designed to understand the population's needs regarding food, water, health, education, and livelihood. and to study the demographic characteristics, livelihood, and social capital profile of the village. The survey questionnaire is prepared both qualitative and quantitative in order to establish baseline data. The questionnaire is based on the following themes to get a comprehensive profile of the village surveyed. 1) General household information 2) GPS survey.3) Education 4) Agriculture 5) Health care 6) Migration 7) Water for drinking and irrigation.8) Skills.9) Cultural life 10) Food habits 11) forest dependency 12) People organization 13) Existing government schemes.14) Type of housing15) Sanitation conditions 16) Financial institution bank 17) NGOs Work 18) Livestock, milk production19) Zoological survey of domestic animals, birds, reptiles, arthropods, aquatic fauna, etc. 20) Botanical survey. 21) Microbiological analysis of environmental samples, determination of diversity index.22) Chemical analysis of soil and water samples.23) Political study in the village 24) Linguistic survey in the village.

Recommendations:

Based on the context, here are some recommendations for academic and administrative audit:

- The institute should continue to promote environmental awareness and activities.
- The institute should expand its cyber awareness and literacy cell to reach more students.
- The institute should conduct more village surveys to understand the needs of the community.
- The institute should develop a plan to address the observations from the audit report.
- The perspective and strategic plans are required to be prepared and implemented.
- Student centric teaching learning is needed to be implemented more efficiently.
- Institute should introduce more certificate courses for Arts and Commerce faculty.
- To initiate research awareness by providing facilities and incentives for the Teachers, research policy is needed for effective development of research culture in the institute.
- Recommended to provide a spacious place for reading rooms along with a digital library.

Prof. Bharat Kangude
Member, AAA team

Dr. Ayub Shaikh
Chairman, AAA team

Environment audit certificate by external agency



Green Audit certificate by external agency



Energy audit certificate by external agency

