

SUAS/RO/26/032(A)

Date: 11.02.2026

NOTIFICATION
[CONSTITUTION OF WASTE DISPOSAL & SCRAP MANAGEMENT SUB-COMMITTEE]


In order to strengthen sustainability initiatives, promote environmentally responsible practices, and ensure compliance with applicable statutory requirements, Symbiosis University of Applied Sciences has constituted the **Waste Disposal & Scrap Management Sub-Committee** under the **Waste Management Committee** to oversee the disposal and effective monitoring of waste, scrap, and recyclable materials across the University campus.


Sr. No.	Name	Member
1	Mohd. Adnan Deputy Registrar, SUAS	Chairman
2	Dr. Sarla More Sr. Assistant Professor, SCSIT & Rector (Girls Hostel), SUAS	Member
3	Dr. Jaymala Ashok Patil Deputy Librarian, SUAS	Member
4	Mr. Gajendra Singh Shekhwat Administrative Officer, SUAS	Member
5	Mr. Deepak Kumar Mandloi System and Network Admin, SUAS	Member
6	Mr. Raghupratap Singh Warden, Boys Hostel, SUAS	Member
7	Mr. Gurpreet Singh Bhatia Civil Engineer, SUAS	Member Secretary

Scope of the Waste Disposal & Scrap Management Sub-Committee

1. The Committee shall oversee registration of scrap and recyclable waste vendors, including paper and carton recyclers; determine minimum scrap quantity and sale price; and manage sale/auction local/offline platforms with due approval of the Competent Authority. Disposal of electronic and IT scrap shall be carried out only through licensed vendors.
2. The Committee shall be responsible for valuation, segregation, storage, and disposal of scrap, obsolete assets, and recyclable materials such as paper and cartons, in accordance with accounting norms and statutory requirements. Inventory records of items declared as scrap or recyclable waste shall be maintained in prescribed formats duly approved by concerned departments.
3. The Committee shall ensure compliance with all applicable statutory and environmental norms, facilitate to update physical asset labeling and records, write-off of disposed assets from the Fixed Asset Register where applicable.
4. The Committee shall meet at least once every six months and submit its recommendations to the Competent Authority. Its tenure shall be until further orders

The Committee will come into effect from the date of this notification


Registrar
Symbiosis University of Applied Sciences, Indore
Copy to:
1. Hon'ble Vice Chancellor through EA.


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FUTURE UNIVERSITIES