



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A++' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Tel 022-27432471, 022-27432994, Fax 022 – 27431094

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AQAR- 2022-23

Best Practice 2 : Recycling of Used Papers.

1. Objectives of the Practice

1. To create awareness among students on protecting the environment from pollution, reducing trash on landfill and cut cost on waste disposal through recycling.
2. To encourage students for collection of paper waste for recycling.
3. To motivate faculty and students for conducting awareness to the community on recycling.
4. To carryout competitions on best out of waste during the annual extracurricular activities.
5. To participate in tree plantation drive with in campus and villages adopted under Unnat Bharat Abhiyan.
6. To instill students, the value of environmental consciousness.

3. The Context

An educational institution utilizes papers on day to day basis for various purposes. Similarly, waste papers are also generated daily. The wastes papers from students come from the work of their studies while at the office from daily administrative jobs. At the end of each academic year bulks of used papers are found at the corners of the hostel, common rooms and the offices which is a hazard to health as well as fire safety. It also interferes with the ambiance of the institute.

Recycling paper helps to reduce greenhouse gas emissions that can contribute to climate change. Paper recycling also saves the natural wood raw stock, decreases the operation and capital costs to paper units. The paper fibre contains carbon (originally absorbed by the tree from which it was produced), recycling keeps the carbon locked up for longer and out of the atmosphere. It prevents air and water pollution which is harmful to the environment.

Recycling saves waste paper from occupying landfills and producing methane as it breaks down. Through recycling process, the waste paper is turned into new paper or products.

4. The Practice

To make it a regular practice the Paper collection bins are placed in every class room and office.

1. All students, faculty and administrative staff are sensitized and encouraged to participate in collecting the waste papers in the bins provided in the designated areas.
2. Important and confidential documents are being segregated and only true waste goes in the bins for recycling.
3. The students, faculty and administrative staff collect the waste papers in the bins placed at the designated areas.
4. Once the bins are full, they are sealed and collected at one place.



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5. An email is sent to the respective recycling vendor for picking up the filled boxes.
6. The vendor comes to college. Weighs the content in the boxes.
7. Loads in their vehicle and takes it for recycling.
8. Certificate of recycling is issued to the college by the respective agency.

5. Evidence of Success

1. The students, faculty and administrative staff collect the waste papers in the bins provided at the set locations in their day to day practice.
2. Total 858 kilograms of waste papers have been recycled in the year 2022-23. Certificate of recycling received.
3. Students and faculty also participated actively in tree plantation with in MGM campus.

6. Problems Encountered and Resources Required

1. The vendor has to wait till 400 Kilogram of paper waste is cumulated.
2. Keeping the bulk paper collected becomes a difficult task for storing.
3. Scrutiny and segregation of important papers and shredding them without having a proper machine.