

NAAC
Assessment
and
Accreditation 2021




St. Stephen's College
University of Delhi
Delhi 110007
Phone: +91-11-27667200
E-mail: pstoprincipal@ststephens.edu
Website: www.ststephens.edu

CRITERION 7

SUPPORTING DOCUMENT

**7.1.3 Facilities in the institution for the
management of degradable and non-degradable
waste**


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DELHI-110007





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ERP System implemented in College

1. College Leave Portal

ST. STEPHEN'S COLLEGE

Welcome Mr. Moon Rohit Waqar

Home > Application list

Application Listing

10

Search: Search

Application Number	Submission Date	Application Type	Sub Application Type	Name	Assigned To	Department	Category	Status	Remarks	Action
2801225RR01	28-01-2022 07:29:13	Request	Application for Leave	Sanjay Kumar	Prof. John Varghese (Principal)	Administration	Sr. Members	COMPLETED	Leave granted as per rules.	View
2401225RR04	24-01-2022 11:28:48	Request	Application for Leave	Sujay K John	Prof. John Varghese (Principal)	Administration	Sr. Members	COMPLETED	Leave granted as per rules.	View
2501225RR01	25-01-2022 05:40:45	Request	Application for Leave	Ajay Lazar	Prof. John Varghese (Principal)	Administration	Sr. Members	COMPLETED	Leave granted as per rules.	View
2601225RR01	26-01-2022 09:01:05	Request	Application for Leave	Deepak James	Prof. John Varghese (Principal)	Administration	Sr. Members	COMPLETED	Leave granted as per rules.	View
2601225RR02	26-01-2022 03:02:55	Request	Application for Leave	Veronica Bar	Prof. John Varghese (Principal)	Administration	Sr. Members	COMPLETED	Leave granted as per rules.	View
2701225RR03	27-01-2022	Request	Application for Leave	Anurag Malhotra	Prof. John Varghese	Administration	Sr. Members	COMPLETED	Leave granted as per rules.	View

John Varghese
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2. E-file Portal

Application Number	Submission Date	Application Type	Sub-Application Type	Name	Assigned To	Department	Category	Status	Action
18022.AAR6	04-07-2022 08:27:23	Request	Application to Renewal / Charter Certificate	Aravind Jolly Jolly	Mr. Kunal Kishore	Administration	Members	PROGRESS	View
18122.AAR6	31-01-2022 09:48:05	Request	Application to Renewal / Charter Certificate	VINAY KUMAR	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
18122.AAR6	31-01-2022 09:48:25	Request	Application to Renewal / Charter Certificate	ANANTH C U	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
18122.AAR6	18-10-2021 05:52:41	Request	Application to Renewal / Charter Certificate	ROHINI S S	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
21122.AAR6	21-10-2021 08:03:23	Request	Permission to Request to Principal	ANVITA BRUSTOLA	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
21122.AAR6	21-10-2021 03:13:42	Request	Permission to Request to Principal	Nisha An George	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
21122.AAR6	21-10-2021 03:21:03	Request	Application to Renewal Certificate	Nisha An George	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
18122.AAR6	21-01-2022 08:57:48	Request	No Chapter Certificate	GEORGE A J	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
18122.AAR6	21-01-2022 06:36:52	Request	Permission to Request to Principal	SHARA MISHRA	Mr. Kunal Kishore	Administration	Members	COMPLETED	View
18122.AAR6	25-01-2022 04:16:54	Request	Permission to Request to Principal	ANITA JOSE	Mr. Kunal Kishore	Administration	Members	COMPLETED	View

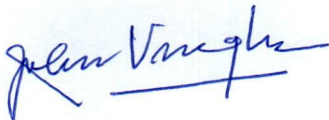
[Handwritten Signature]
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3. Examination Portal Dashboard

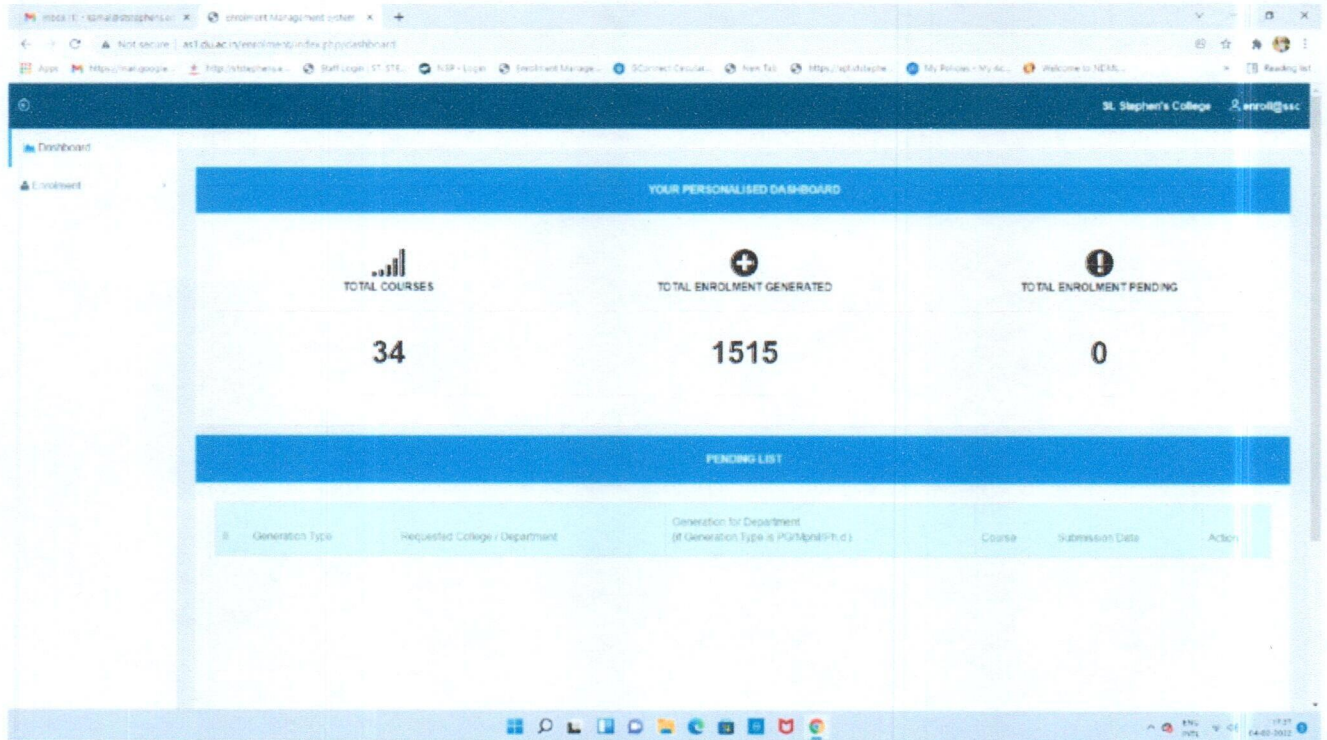
4. Examination Portal (Academic Portal)


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5. Enrollment Portal



John Singh
PRINCIPAL
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6. Samarth Exam Portal

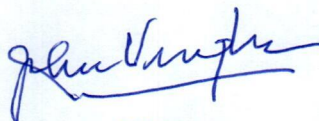
Samarth eGov (principal_080, St. Stephen's College) DU

Academics Home / Dashboard / Academics

PROGRAMME	STUDENTS	EXAMINATION
PROGRAMME	STUDENTS	EXAMINATION
LAUNCH	LAUNCH	LAUNCH

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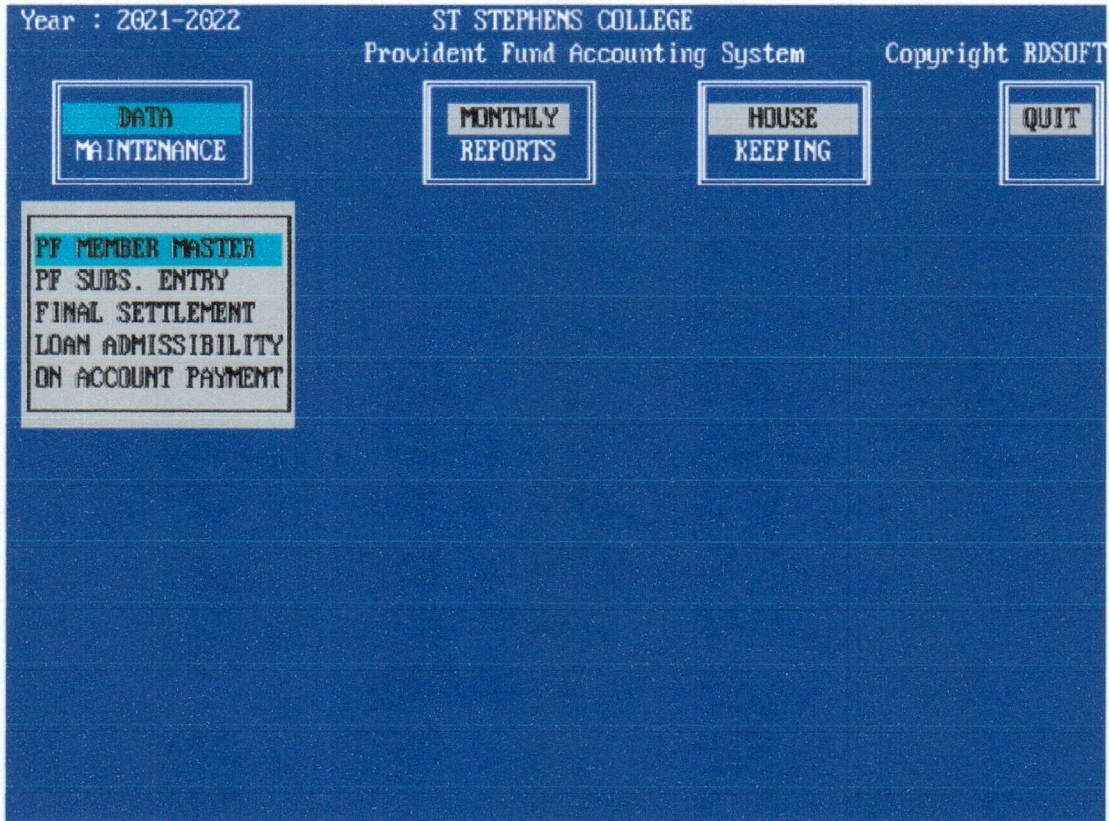
Activate Windows
Go to Settings to activate Windows.


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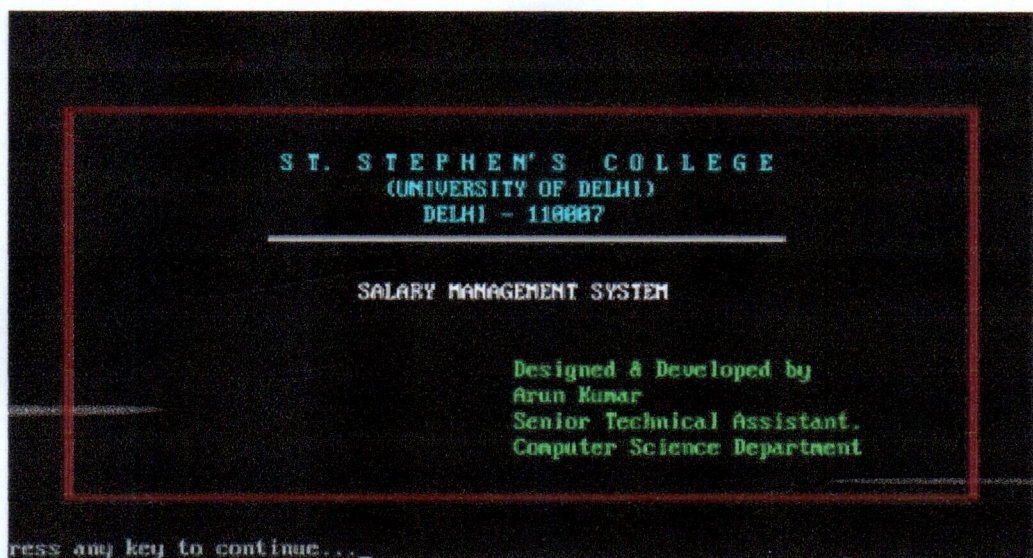


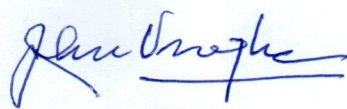


7. Provident Fund



8. Salary Software

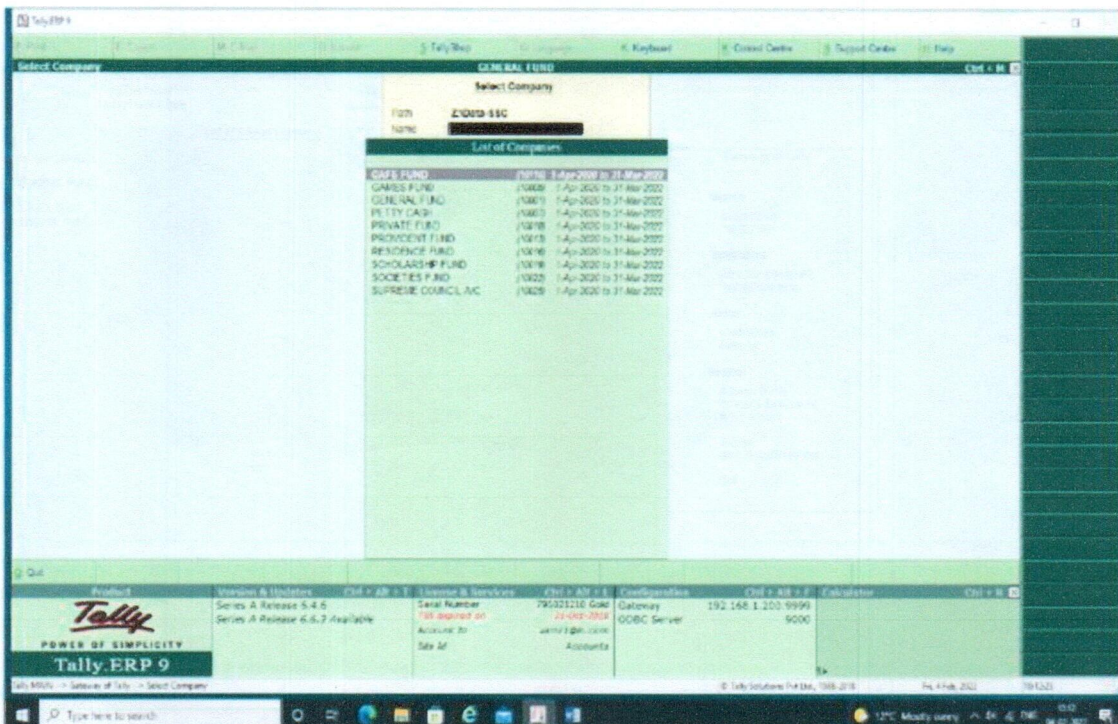
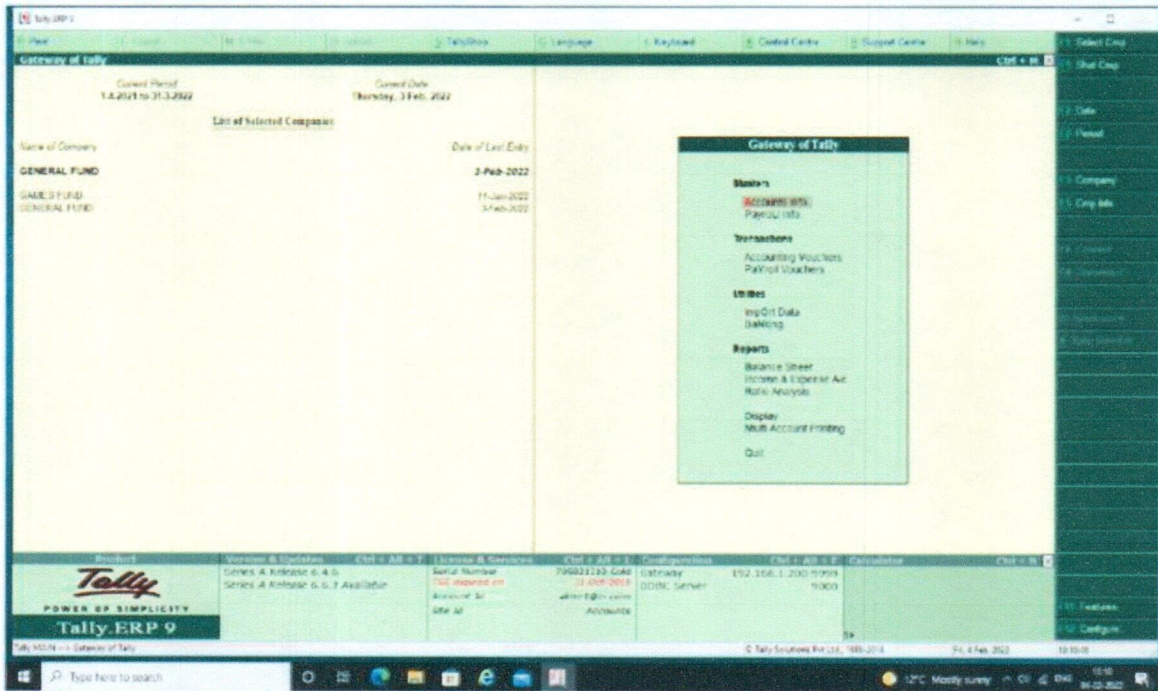



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9. Tally ERP



John Vaughn
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ST. STEPHEN'S COLLEGE
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10. Online Taxes

Task Information Network
CHALLAN NO. JTSNS 281

Please confirm your information before proceeding

CHALLAN DETAILS

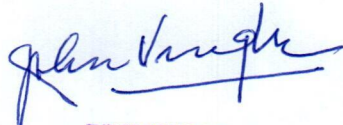
Tax Application	0021
Type of Payment	000
Station of Payment	84C
State of Payment	Not-Existing
Taxpayer Name	St. Stephen's College
Tax Deduction Account No.	DEL822894C
Full Name (Company)	ST. STEPHEN'S COLLEGE

Task Information Network
CHALLAN NO. JTSNS 281

Consent is provided to NSDL e-Gov

By submitting data to us and/or using our web site www.inegovernance.com, you give your consent that all personal information that you submit to us for tax related services from NSDL e-Governance Infrastructure Limited may be received, stored, processed, transmitted and/or made available for use as mandated by law or otherwise, and/or used with by us or the provider and/or for the purposes specified as outlined in the Privacy Policy or as mandated by law.

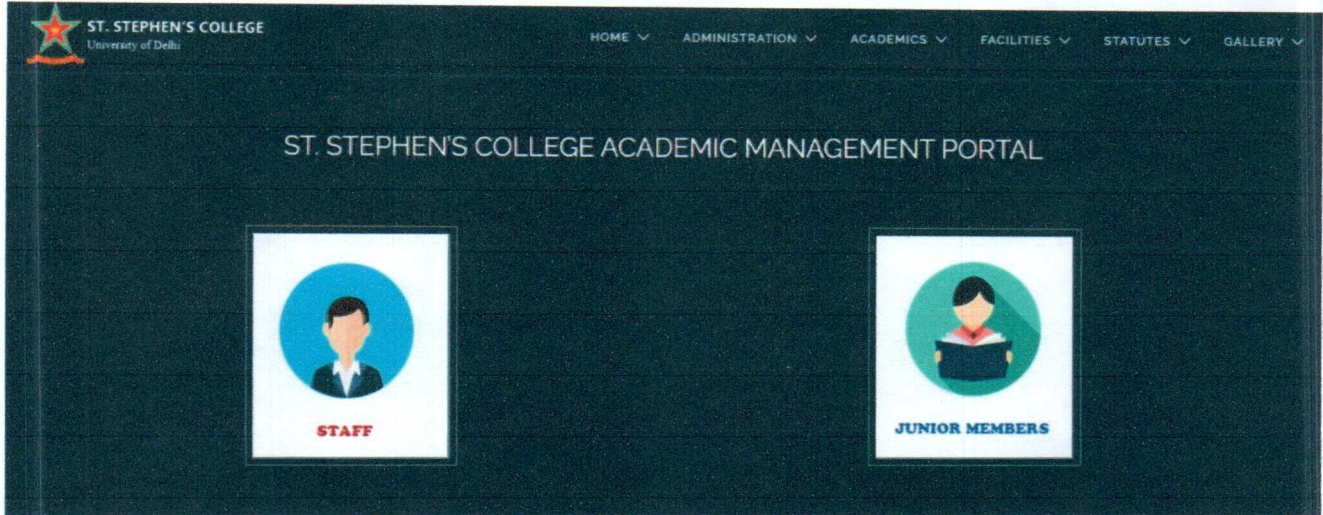
NSDL e-Governance Infrastructure Privacy Policy describes the current policies and practices with regard to Personal Data received by NSDL e-Governance Infrastructure Limited through the website www.inegovernance.com. The term "Personal Data" refers to personally identifiable information about you, such as your name, email, date, telephone number, e-mail address or mailing address.


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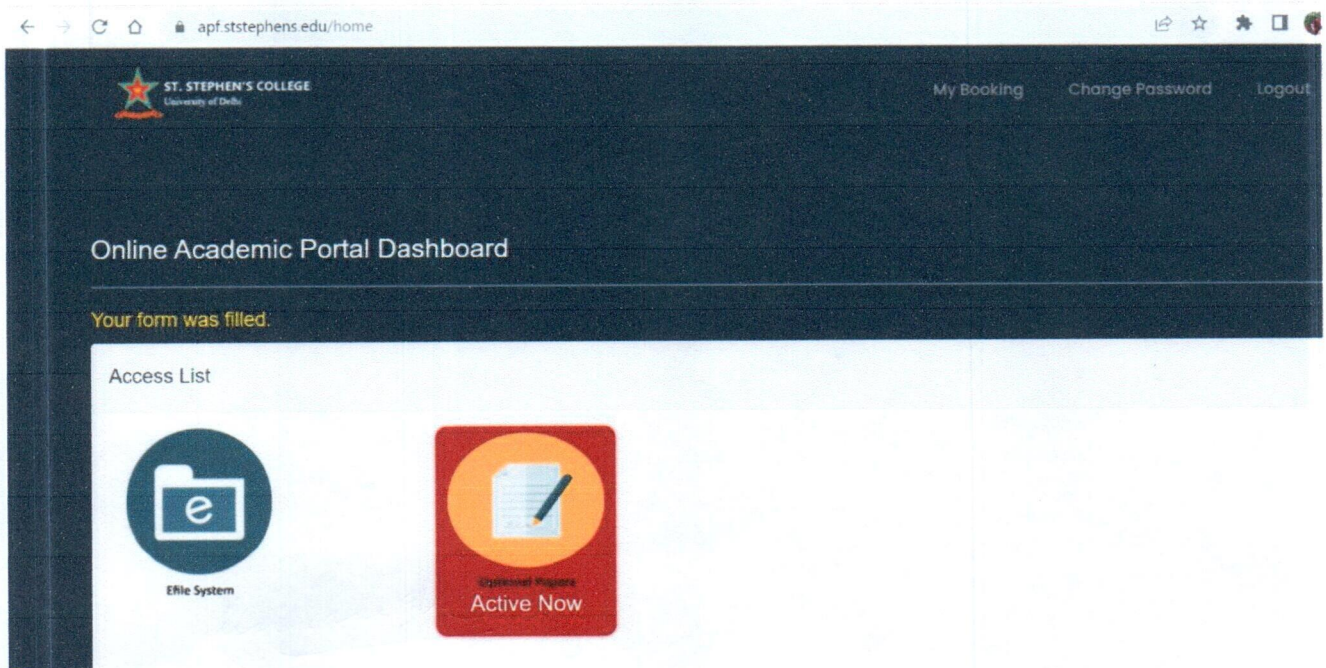


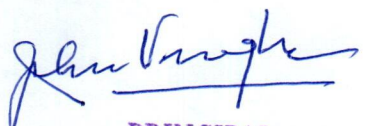
Academic Management Portal for Students and Teachers



AMP for Students

1. Access List Dashboard




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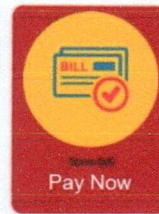




Merchandise



Booking System



Pay Now



Bank Details



Anti Ragging



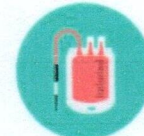
Certificate Portal



Exemption



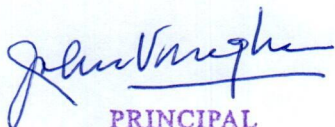
Campus Placement cell



Blood Donor

For reporting any technical problem please contact at it@ststephens.edu

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2. E-File System



SUBMIT YOUR APPLICATION

First Name* WAFIYA	Applicant Category* Jr.Members
Last Name* HABEEB	Application Type* Select Option
Email* hwafiya@gmail.com	Sub Application Type* Select Option
Mobile* 7994752290	Recipient Department OR Society* <input checked="" type="radio"/> Recipient Department <input type="radio"/> Society
Reg.No 21BMAT023	Recipient Department* Select Option

3. Exemption for: Participation in ECA, Medical Leave, Sports Events

Exemption Application

Your request will be forwarded to your society's staff advisor for verification and they have to forward it to Principal for his approval and thereafter it goes to your respective faculty members mentioned in the form.

You can choose the society for which you are requesting the ECA, it shall automatically get forwarded to respective staff advisor once form is submitted.

In case of your event not pertaining to any society, use Special Category. option in the drop down.

You need to describe the event in detail for which ECA is applied for.

 ECA	 Medical	 Sports
---------	-------------	------------

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AMP for Teachers

1. Access List Dashboard

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Welcome Hunny Gaur My Booking Change Password Logout

Online Academic Management Portal Dashboard

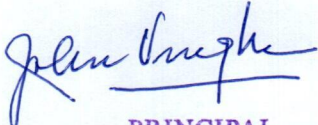
Access List

E-FILE SYSTEM OFFICE LOGIN

Booking System Feedback Leave management Calendar

Attendance Audio-board Merchandise IQAC Form Active Now

News-circulars Blood Group Efile System


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2. Leave Management

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University of Delhi

Welcome Hunny Gaur My Booking Change Password Logout

Leave Management Portal

Name * Hunny Gaur	Reason for taking leave. *
Designation * Asst. Prof. (Ad-Hoc)	
Department * Computer Science	Address during leave. *
Nature Of Leave * Select	
From Date 26 07 2022	Upload Documents. Choose Files No file chosen

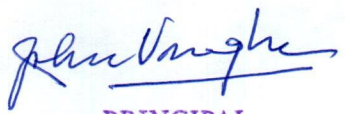
3. E-File System

ST. STEPHEN'S COLLEGE
University of Delhi

E-FILING SYSTEM

SUBMIT YOUR APPLICATION

First Name* Hunny	Applicant Category* Select Option
Last Name* Gaur	Application Type* Select Option
Email* gaurhunny20@gmail.com	Sub Application Type* Select Option
Mobile* 9650373388	Recipient Department OR Society* <input checked="" type="radio"/> Recipient Department <input type="radio"/> Society
Reg.No	Recipient Department* Select Option


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4. Attendance Dashboard

Welcome Hunny Gaur My Booking Change Password Logout

Attendance

[Dashboard](#) [Mark Attendance](#) [Mark Late Joining \(Only for 1 Year\)](#) [Internal Assessment](#) [Attendance Exemption](#) [Pending Attendance Exemption](#)

Dashboard

Year: 2020-2021

P- Published , NP- Not Published, DEL- Deleted

ODD SEMESTER

Paper Name	Paper Code	July	August	September	October	November	December	Jan(I)	Feb(I)	Mar(I)
Programming in Java (MP)	42347901	NP	P	P	P	P				
Programming using Python (GE I)	32345104	NP	NP	NP	NP	P	P	P	P	P
Computer Networks (GE III)	CSGE301	NP	P	P	P	P				

EVEN SEMESTER

Paper Name	Paper Code	January	February	March	April	May	June	July
Information Security and Cyber Laws	CSGE401	P	P	P	P			
Database Management System (GE)	32345202	NP	NP	NP	P	P	P	P

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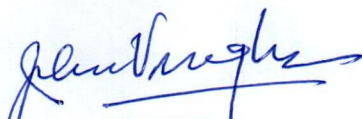


Metal/Ceramic plates and glasses in Mess and Café

1. Ceramic Crockery in Mess



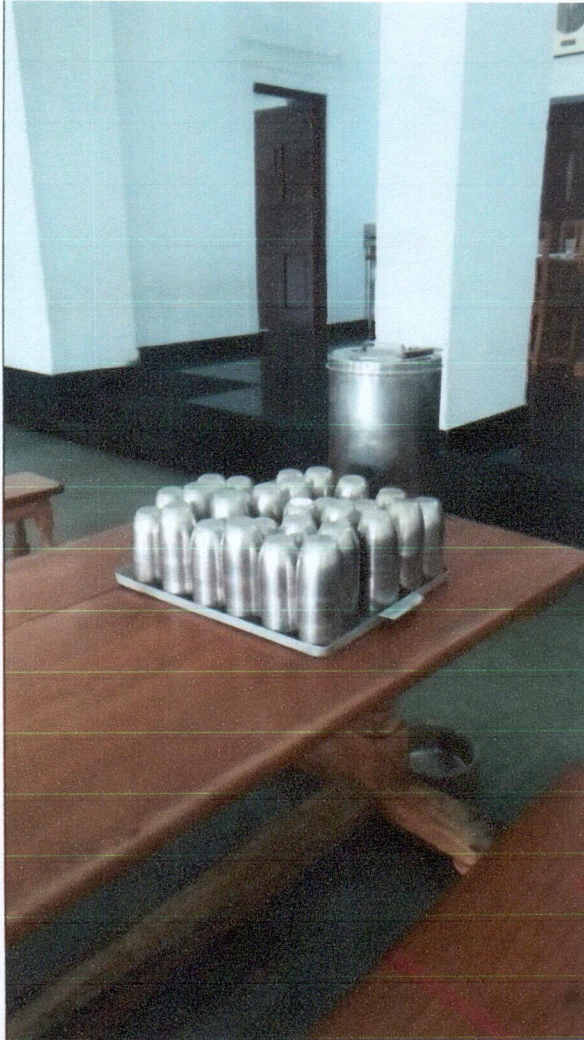
 Camera: Xiaomi Redmi 6 Pro
 Date: Thu 2nd of June 2022
 Address: Mess Lawns, Sudhir Bose Marg,
Delhi University (North Ca...
 City: Delhi
 Country: India
 Location: 28° 41' 8.90" N, 77° 12' 43.27" E








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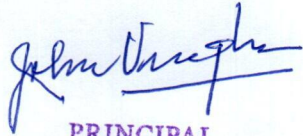




2. Metal Glasses in Mess



 Camera: Xiaomi Redmi 6 Pro
 Date: Thu 2nd of June 2022
 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
 City: Delhi
 Country: India
 Location: 28° 41' 8.60" N, 77° 12' 43.29" E








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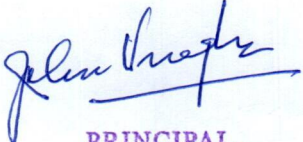




3. Metal Plates in Mess



 Camera: Xiaomi Redmi 6 Pro
 Date: Fri 3rd of June 2022
 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
 City: Delhi
 Country: India
 Location: 28° 41' 8.50" N, 77° 12' 43.37" E








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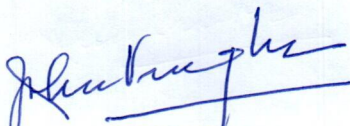




4. Metal Serving Containers in Mess



 Camera: Xiaomi Redmi 6 Pro
 Date: Thu 2nd of June 2022
 Address: Mess Lawns, Sudhir Bose Marg,
Delhi University (North Ca...
 City: Delhi
 Country: India
 Location: 28° 41' 8.89" N, 77° 12' 43.15" E


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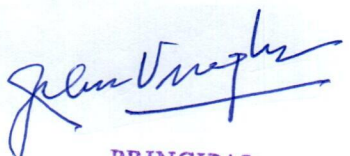




5. Ceramic Crockery in Cafe



📷 Camera: Xiaomi Redmi 6 Pro
🕒 Date: Tue 7th of June 2022
🏠 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
📍 City: Delhi
🌐 Country: India
📍 Location: 28° 41' 6.08" N, 77° 12' 45.80" E


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Colored Dustbin near Allnut Gate



📷 Camera: Xiaomi Redmi 6 Pro
🕒 Date: Tue 28th of December 2021
🏠 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
👤 City: Delhi
🌐 Country: India
📍 Location: 28° 41' 7.03" N, 77° 12' 44.99" E







Jehan Singh
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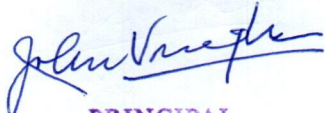




Dustbins along with usage instructions inside residential block



 Camera: Xiaomi Redmi 6 Pro
 Date: Tue 28th of December 2021
 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
 City: Delhi
 Country: India
 Location: 28° 41' 9.53" N, 77° 12' 45.67" E








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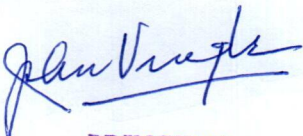




Paper Waste Bin



 Camera: Xiaomi Redmi 6 Pro
 Date: Tue 28th of December 2021
 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
 City: Delhi
 Country: India
 Location: 28° 41' 9.78" N, 77° 12' 45.16" E








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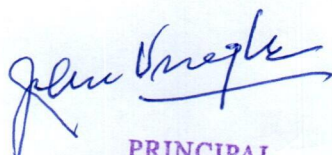




Compost Pits near Allnut Gate



 Camera: Xiaomi Redmi 6 Pro
 Date: Thu 20th of January 2022
 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
 City: Delhi
 Country: India
 Location: 28° 41' 9.10" N, 77° 12' 47.38" E








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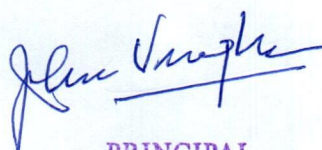




COVID-19 Waste Disposal



 Camera: Xiaomi Redmi 6 Pro
 Date: Wed 8th of June 2022
 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
 City: Delhi
 Country: India
 Location: 28° 41' 5.34" N, 77° 12' 47.92" E


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Sanitary Napkin Incinerator



📷 Camera: Xiaomi Redmi 6 Pro

🕒 Date: Wed 1st of June 2022

🏠 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...

📍 City: Delhi

🌐 Country: India

📍 Location: 28° 41' 9.24" N, 77° 12' 42.64" E

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Recycled Wooden Railings outside Rudra North Girls Hostels



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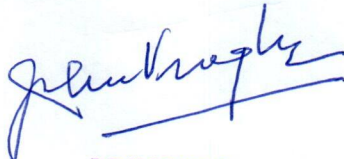


Water Tanks as Flower Pots

1. Old water tank used as Pot near Science Dhaba



📷 Camera:	Xiaomi Redmi 6 Pro
🕒 Date:	Mon 11th of July 2022
🏠 Address:	Delhi University (North Campus), Thekedar Surjit Singh M...
📍 City:	Delhi
🌐 Country:	India
📍 Location:	28° 41' 14.56" N, 77° 12' 41.07" E








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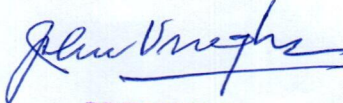




2. Old Water Tanks used as Pots



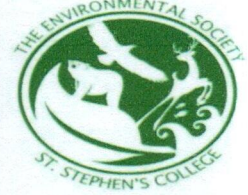
 Camera: Xiaomi Redmi 6 Pro
 Date: Mon 11th of July 2022
 Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
 City: Delhi
 Country: India
 Location: 28° 41' 6.46" N, 77° 12' 41.50" E


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Paper Recycling Campaign by Environmental Society



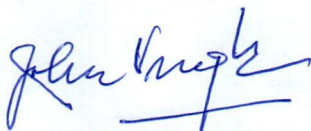
TILL 30TH SEPTEMBER

TILL 30TH SEPTEMBER

The possibilities are endless.
HOW MANY TREES HAVE YOU SAVED? **WHEN ARE YOU GOING to START?** **REUSE REDUCE RECYCLE**

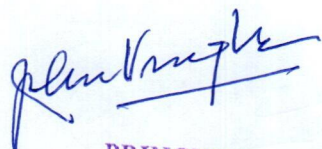
The Environmental Society
ST. STEPHEN'S COLLEGE
Presents

PAPER RECYCLING DRIVE
MAIN PORTICO SCIENCE BLOCK CAFE
Rhea: 8860997990 Anna: 9873132660


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Jean Hughes
PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007





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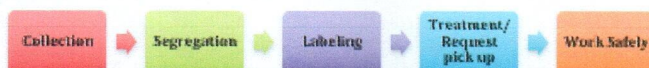
Chemistry Lab Waste Disposable Guide

CHEMISTRY LAB WASTE DISPOSAL GUIDE St. Stephen's College

Every chemistry laboratory generates waste that needs to be addressed and managed properly. After collection, segregation of waste is the most important method for safe and efficient waste disposal. The different waste materials have different disposal methods and should be treated accordingly. Any hidden waste or improper mixing can prove to be dangerous/toxic to human health and environment. It can also affect the cost of waste disposal.

Any waste that has the potential to be recycled or reused (example, non-chlorinated solvents in our labs) is much easier and cheaper to dispose of as compared to the other waste that needs special care and treatment. Mixing of latter with the former will increase the volume and cost for the disposal of the non-recyclable waste.

The entire procedure can be represented as follows:



The Aldrich handbook summarizes the correct waste disposal procedure for most of the chemicals.

Some of the procedures for waste disposal have been mentioned below:

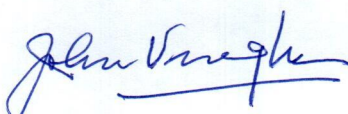
▪ **Washing down the drain with excess water**

The following chemicals can be washed down the drain with excess water. The solutions must be neutralized, if required.

- Many inorganic salt and/or solutions like CaCl_2 , Na_2SO_4 , MgCl_2 , etc.
- Alcohols containing salts (example from drying sodium, etc.)
- Strict no for solutions containing heavy metals, corrosive acids, mercury, halogenated solvents, oils, pesticides, etc.

▪ **Segregation of solid waste**

- Place separate labeled bins/containers for collection of solid waste.
- Used filter paper and rubber tubes/corks can be collected separately for recycling
- Similarly broken glassware, broken plastic bottles, broken tongs, spatula, etc. should be segregated separately
- Some of the broken but clean glass apparatus can also be sent for recycling
- The used paraffin oils from oil bath and distillation apparatus can be collected separately
- Used silica should be stored separately


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▪ Segregation of Liquid waste

- All the chemicals should not be dumped together
- If one is unsure, chemicals should be stored separately
- Liquid dumps are to be used only for liquids
- Use glass bottles or high density polyethylene (HDPE) gallons or large steel drums for storing liquids (We can also contact the relevant organizations for providing special containers, if required)
- The containers should be covered and leak proof
- Corrosive liquids/solvents should be stored in non-metallic containers
- Keep these containers in a special dedicated covered area near the lab, away from the main passage

▪ Labeling of the segregated waste

This holds an equal importance for safe and efficient waste disposal. If one is not aware of the contents inside, improper handling can lead to wrong method for their disposal. This can form toxic fumes, even more hazardous compounds, lead to fire explosion and other dangerous accidents.

The containers/bags should be labeled properly in the following manner:

- The containers should have proper tags mentioning the detailed contents, date of filling, etc.
- A proper format of the tag should be prepared
- No short forms, abbreviations, symbols, etc. are allowed on the tags
- Some examples of the tags are as follows:
 - Organic waste- phenol
 - Organic waste- Halogenated solvents
 - Organic waste-Non-halogenated solvent (composition) + water
 - Corrosive waste- e.g., acids, alkali or compounds dissolved in acids/alkali
 - Reactive waste-air/water sensitive mixtures, reactive halides, etc.
 - Waste oxidizers- peroxides, nitrates, chromates, etc.
 - Inorganic waste-heavy metals and/or their solutions (e.g., Pb, Zn, Cu, etc.)
 - Mercury waste – pure mercury, salts, mercury containing thermometers, manometers, etc.
 - Flammable/explosive waste
 - Poly chlorinated biphenyls (PCB's)
 - Radioactive waste

▪ Treatment/Request pick up

The segregated and labeled waste can be processed in two ways:

- Biodegradable pits can be created outside our labs, where the solutions can be disposed after neutralization. The pits can be designed with the help of advice from an expert committee.

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- The waste can be requested for pick up by the responsible agencies. A regular inventory of the items picked up should be maintained mentioning the amounts given, date of delivery, etc.

References

- University of Pennsylvania:
http://www.ehrs.upenn.edu/media_files/docs/pdf/wastesectionupdatefinal.pdf
- University of Cambridge:
<https://www.safety.admin.cam.ac.uk/files/hsd018c.pdf>
- University of St. Andrews:
<https://www.st-andrews.ac.uk/staff/policy/healthandsafety/publications/waste/waste-disposaloflaboratorywastesguidance/>
- University of Wollongong:
<https://smah.uow.edu.au/content/groups/public/@web/@sci/@chem/documents/doc/uow016883.pdf>
- https://www.mun.ca/sgs/current/chem_waste.pdf
- <http://www.hazwastehelp.org/educators/labwaste.aspx>







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Water Sprinklers in Garden



-  Camera: Xiaomi Redmi 6 Pro
-  Date: Tue 7th of June 2022
-  Address: Delhi University (North Campus),
Thekedar Surjit Singh M...
-  City: Delhi
-  Country: India
-  Location: 28° 41' 8.06" N, 77° 12' 45.23" E

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