



RAMA DEVI WOMEN'S UNIVERSITY

Vidya Vihar, Bhubaneswar-751022, Odisha

Website: <https://rdwu.ac.in>

E-mail: registrar@rdwu.ac.in

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

Relevant documents like agreements/MoUs with Government and other approved agencies

1. Nomination of cleaning services of RDWU
2. MoU with Govt. ITI, Bhubaneswar for disposal of E-waste

Director, IQAC
Director IQAC
Rama Devi Women's University
Bhubaneswar

Registrar
Registrar
RD Women's University
Bhubaneswar



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Rama Devi Women's University, Vihar,
Bhubaneswar, Odisha-751022, Ph.n 2542644,
E-mail-registrar@rdwu.ac.in, Website- www.ramadeviuniversity.nic.in

No. 5480 / Dt. 31.10.22

From

Smt. Shyamali Mohapatra, OAS
Registrar

To

The Chairman,
International Institute of Sulabh Systems (IISS),
Plot No. 648, 2nd Floor, Lane no-8, Airport Area,
Bhubaneswar, Pin-751020,
Contact Number-9861323597 (M),
E-mail ID: iissodisha@gmail.com

Sub: Regarding nomination of cleaning and sanitation services of Rama Devi Women's University buildings and campus area.

Ref: Your Proposal Letter No. IISS/104/2022/2023, Dt. 23.09.2022.

Sir,

As per the approval of Hon'ble Vice Chancellor, Rama Devi Women's University, Bhubaneswar on 21.09.2022 and subsequent approval by the Syndicate in its 26th meeting on 28.09.2022, I am pleased to inform you that you have been nominated as the "Service Provider" for cleaning and sanitation services at our University buildings and campus area as per your submitted proposal (Ref. IISS/104/2022/2023, dtd. 23.09.2022) and terms and conditions signed in the agreement between IISS and RDWU on 27.10.2022, with following stipulations:

1. The initial duration of nomination of contract shall be for a period of **Six (06) months starting from 01.11.2022 and ending on 30.04.2023**, which may be extended further subjected to satisfactory performance reported by officers/heads of specific buildings and campus on monthly basis.
2. Cleaning and Sanitation services in the entire University including Administrative Block, All Academic Blocks, All Class Rooms, laboratories, offices and Seminar Halls, New and old Auditorium, Home Science Building, Kuntala Kumari Library, Stadium and all the roads of the Campus including parking area at Rama Devi Women's University shall be performed under overall supervision and direction of Registrar, Rama Devi Women's University, Bhubaneswar.
3. The accepted cost of **40 (forty) unskilled workers (Male + Female) and 02 (two) semi-skilled supervisors (Male + Female)** to be deployed at Rama Devi Women's University,

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Bhubaneswar and cleaning materials on a monthly basis shall be as per the terms and conditions in the signed agreement between IISS and RDWU.

The building-wise distribution of manpower is as detailed below:

| Sl. No. | Name of the Building | No. of Social workers to be engaged |
|--------------|--|-------------------------------------|
| 1 | Administrative Building | 06 |
| 2 | Academic Block-I | 08 |
| 3 | Academic Block-II | 08 |
| 4 | Academic Block-III | 06 |
| 5 | Kuntala Kumari Library, Home Science Building | 06 |
| 6 | New Auditorium, Internal roads, Gate and Parking areas | 06 |
| Total | | 40 |

4. **Room No. 101 in Administrative Building (Ground floor) and L002 in Academic Building-I** is allotted for storing the cleaning and sanitation materials.
5. Sweeping, mopping, dusting, cleaning and all other allied works have to be completed before 9:00 AM on all working days, Saturdays & Sundays and Holidays. However, regular cleaning of toilets (including fixtures such as WC's, urinals, washbasins etc.), Lobby, Corridors and other areas shall be done continuously during office hours (at the regular interval as per requirement, usage and instruction given by the administration department from 9.00 AM to 6.00 PM, i.e., during office hours and beyond).
6. Bill shall be raised in triplicate along with attendance sheet duly verified by the University or Office concerned along with copies of attendance sheet of social workers deployed by the service provider, bank statement showing disbursement of wages to their men, ESI / EPF and GST Challans for the previous month and submit the same to the prescribed authority in the first week of the succeeding month.
7. All the cleaning personnel should be issued with valid ID cards, uniforms, sanitizer and they should have no criminal record. All the relevant rules, laws and statutory provisions covered under Labour Laws, Minimum Wages Act, Payment of Wages Act, Contract Labour (Regulation & Abolition) Act, EPF & ESI Act etc. with regard to the personnel engaged needs to be adopted.

In the above context, you are requested to make necessary arrangements of manpower and cleaning materials etc. to start the work w.e.f. 01.11.2022.

Yours faithfully,

Shapana
Registrar 31/X/2022

Memo. No. 5481 /Dt. 31.10.22

Copy to the CPGC / CoF / CoE / Dy. Registrar (Estt. & Admn.) / All HoDs & Coordinators / Library / HC for information & necessary action and P.S. to V.C. for kind information of the Vice Chancellor.

Shapana
Registrar 31/X/2022



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MEMORANDUM OF UNDERSTANDING

Between

Rama Devi Women's University, Bhubaneswar, Odisha, India is the first state Women's University of the state established under the Odisha University Act – 1989, having its registered office at Bhoi Nagar, Bhubaneswar-751022, Odisha, [hereinafter called "RDWU"/First party] of the ONE PART;

and

Govt. ITI, Bhubaneswar, Odisha having its registered office at Nayapalli, Unit: 8, Bhubaneswar, Odisha, Pin: 751012 [hereinafter called "ITIB"/Second Party] of the OTHER PART.

Both the institution share a commitment towards the provision of institutions' best practices of e-waste management, since the need of the era is of climate change and resource depletion, It also increases overall consciousness among the people working in institution towards an eco-friendly environment. It has been proposed to execute a 'Memorandum of Understanding' between the above stated educational institutes for promoting "Go Green" Environment. And, strongly believe that this MOU shall boost an emergence step taken towards "SWACHHA" campus. The objective to sign the MOU is to accomplish and develop consciousness among the stakeholders of both the institutions towards a sustainable environment.

Stamp
18/01/2024

Stamp
18/11/24

The Areas of Co-operation

With due regard to the laws, act, rules, regulations, and national policies from time to time in force, governing the subject matter in respective institutions, each institution shall endeavour to explore the following avenues of cooperation and establishment for e-waste management.

- i. e-waste disposal by the 2nd party
- ii. Awareness programme on e- waste management among the students and staff members.
- iii. Other areas of new initiatives

The areas of cooperation listed above are illustrative and do not limit new and innovative ventures. The modalities of implementation of each of the above programs can be discussed from time to time and decided according to mutually acceptable terms.

This Memorandum of Understanding shall become effective from the date of its execution and shall remain valid for a period of five (05) years. The Memorandum of Understanding shall continue to have validity subject to its renewal from time to time by mutual consent of parties.

This MOU is signed on 18th day of January 2024 by the officials of both the organizations.

| | |
|--|---|
| Name: <u>Syamali Mohapatra</u> | Name: <u>Er. Jeetamitra Satapathy</u> |
| Registrar Rama Devi Women's University Bhubaneswar-751022 Odisha, India <u>Shapaba</u> Registrar <u>18/01/2024</u> RD Women's University Bhubaneswar | Principal Govt ITI Bhubaneswar Odisha, India <u>Jeetamitra</u> <u>18/01/24</u> Principal Industrial Training Institute Bhubaneswar |
| Witness 1: | Witness 2: <u>Subrata Mohapatra</u> |