



Ref. No. KU/2024/Reg./NH/104

Dated 10.07.2024

OFFICE ORDER

Subject: Policy on Extending the Useful Life of Disposable Items and Services at Kalinga University, Raipur

With the objective of promoting **resource conservation, waste minimization, cost efficiency, responsible consumption, and sustainable campus operations**, Kalinga University hereby implements the **Policy on Extending the Useful Life of Disposable Items and Services** to encourage the continued and efficient use of items, equipment, materials, and services wherever technically, hygienically, and operationally feasible.

The policy aims to reduce unnecessary replacement and disposal, promote **reuse, repair, refurbishment, maintenance, resource efficiency, and responsible procurement**, and minimize the environmental impact associated with premature disposal and replacement. The initiative contributes particularly to **SDG 9 (Industry, Innovation and Infrastructure)**, **SDG 12 (Responsible Consumption and Production)**, and **SDG 13 (Climate Action)** by promoting resource efficiency, waste reduction, sustainable consumption, and environmentally responsible institutional operations.

Under this initiative:

- 1. Useful Life Extension:** The University shall encourage the continued use of disposable or consumable items, equipment, materials, and services for their intended useful life, wherever appropriate and safe.
- 2. Reuse of Materials:** Wherever feasible, suitable items and materials shall be reused, repurposed, or reassigned before considering replacement or disposal.
- 3. Repair and Maintenance:** Appropriate maintenance, servicing, repair, and refurbishment shall be encouraged to extend the functional life of equipment, furniture, electrical items, office materials, and other assets wherever economically and technically feasible.



4. **Responsible Replacement:** Replacement of items shall be undertaken based on **actual need, condition, functionality, safety, hygiene, and operational requirements**, rather than routine or premature disposal.
5. **Reduction of Disposable Items:** The University shall encourage the reduction of unnecessary disposable and single-use items and promote durable and reusable alternatives wherever feasible.
6. **Responsible Procurement:** Procurement decisions shall, wherever feasible, consider **durability, repairability, reusability, serviceability, expected useful life, resource efficiency, and total environmental impact**.
7. **Refurbishment and Upgradation:** Wherever feasible, equipment, furniture, electronic items, and other suitable assets may be refurbished, upgraded, or repaired to extend their useful operational life.

The Policy on Extending the Useful Life of Disposable Items and Services demonstrates **Kalinga University's commitment to responsible consumption, resource conservation, waste minimization, and sustainable institutional operations**. Extending the useful life of suitable items helps reduce unnecessary waste generation, conserve raw materials and energy, lower procurement-related environmental impacts, and promote efficient utilization of University resources.

The University shall encourage all concerned stakeholders to follow the principles of **reduce, reuse, repair, maintain, refurbish, repurpose, recycle, and responsibly dispose** in their day-to-day institutional activities.

All concerned departments, administrative personnel, students, faculty members, housekeeping staff, maintenance personnel, procurement personnel, contractors, vendors, and other stakeholders are hereby directed to ensure the **effective, responsible, and timely implementation** of this Office Order and to comply with the University's prescribed resource-management and waste-minimization procedures.

Dr. Sandeep Gandhi

REGISTRAR
KALINGA UNIVERSITY
KOTNI, NEAR MANTRALAYA
RAIPUR (CHHATTISGARH)



KALINGA UNIVERSITY

Established under Chhattisgarh Private Universities (Establishment and Operation) Act, 2005

Kotni, Near Mantralaya, Naya Raipur, Chhattisgarh, INDIA - 492101
Mob: 9303097043, Email- registrar@kalingauniversity.ac.in

Copy to :

1. Hon'ble Chairman – For Kind Information *for kind*
2. Hon'ble Chancellor – For Kind Information *for kind*
3. Hon'ble Vice-Chancellor – For Kind Information *for Asaan*
4. Hon'ble Director General – For Kind Information *for Pratik*
5. DAA & COE – For Information. *Di*
6. Director IQAC – For Information. *lyuj*
7. Director CCRC – For Information. *for Adalor*
8. Director Admission – For Information. *for*
9. Deputy Registrar & Head HR – For Information. *for TS*
10. Chief Proctor – For Information. *for LS*
11. DSW – For Information. *for*
12. SDG Cell – For Information. *lyuj*
13. All Teaching & Non-Teaching Staff – For Information.
14. Research Cell – For Information *for*
15. Administrative Officer & Chief Warden/Hostel Wardens – For Information. *A*
16. Admission Department – For Information. *for Debnish*
17. University Coordinator – For Information. *poja*
18. Transport In-Charge – For Information. *for Pyadun*