



Centurion
UNIVERSITY

Shaping Lives...
Empowering Communities...

MINIMIZATION OF DISPOSABLE ITEMS 2023

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CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT
ODISHA

FOREWORD



At Centurion University, we recognize that sustainability is not merely a goal, but a responsibility that guides our actions and decisions at every level. As an institution dedicated to creating positive social and environmental impact, we are committed to integrating responsible consumption and eco-conscious practices into the fabric of our daily operations.

The Minimization of Disposable Items Policy is a significant step in our broader sustainability mission. It reflects our collective resolve to reduce environmental harm by eliminating the use of single-use and disposable items across our campuses, departments and supply chains. By promoting reusable, recyclable and compostable alternatives, we aim to foster a culture of mindful consumption among our students, faculty, staff, vendors and partners.

This policy goes beyond internal operations—it extends to all stakeholders and service providers associated with the university. It calls for active participation, compliance and innovation in how we manage resources and waste. Through awareness, training and strong monitoring mechanisms, we will ensure that this initiative becomes a model for sustainable campus practices.

I urge every member of our university community to embrace this policy not as a directive, but as an opportunity—to lead by example, to make informed choices and to contribute meaningfully to the global sustainability movement.

Let us work together to build a greener, cleaner and more responsible Centurion University.

A handwritten signature in blue ink, reading "Supriya Pattanayak".

Prof. (Dr.) Supriya Pattanayak
Vice-Chancellor
Centurion University of Technology and Management

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Minimization of Disposable Items

1. Purpose

The purpose of this policy is to eliminate or significantly reduce the use of single-use and disposable items within Centurion University's campuses, operations and supply chains. This policy supports the university's sustainability goals, specifically its commitment to reduce environmental impact through responsible consumption.

2. Scope

This policy is applicable to all stakeholders and operational units within and associated with Centurion University. It covers the following areas:

- **University Departments and Facilities:** All academic, administrative and residential units, including offices, hostels, canteens and other university-managed spaces.
- **Campus Events and Activities:** Any program, workshop, seminar, fest or gathering conducted within the university premises, regardless of the organizing body.
- **Outsourced Service Providers:** All third-party vendors offering services such as food and catering, housekeeping, security and transportation.
- **External Suppliers and Contractors:** Entities involved in the supply or execution of goods and services including stationery, equipment, furniture, construction, infrastructure development and maintenance.

This inclusive approach ensures a consistent and university-wide commitment to reducing the use of disposable items and promoting sustainable practices across all operations and engagements.

3. Policy Objectives

To foster a culture of environmental responsibility and sustainable resource use, Centurion University is committed to the following actions:

- **Elimination of Single-Use Products:** Gradually phase out or eliminate the use of single-use or disposable plastic and paper items across all university operations and events.
- **Promotion of Sustainable Alternatives:** Actively promote and adopt the use of reusable, recyclable and compostable materials in place of conventional disposables.
- **Awareness and Capacity Building:** Conduct regular awareness campaigns, training and engagement programs to encourage sustainable consumption habits among students, staff and stakeholders.
- **Inclusive Sustainability Standards:** Extend the university's sustainability requirements and guidelines to all third-party vendors, contractors and supply chain partners to ensure alignment with eco-friendly practices.

4. Key Directives

a. Prohibition of Single-Use Items

- The following single-use items are banned or to be phased out within 6 months:
 - Plastic straws, cups, cutlery, stirrers and plates
 - Paper or plastic banners/posters used for short-term events
 - Plastic water bottles (below 1L capacity) in official meetings and events
 - Styrofoam and thermocol products

b. Reusable and Sustainable Alternatives

- All departments and vendors must shift to alternatives such as:
 - Stainless steel, glass, ceramic or reusable melamine plates and utensils
 - Cloth or jute bags instead of plastic bags
 - Refillable water dispensers and filtered water stations
 - Reusable whiteboards/digital signage instead of flex for events

c. Sustainable Procurement Guidelines

- Procurement teams must prioritize products and suppliers that meet one or more of the following criteria:
 - Reduced or recyclable packaging

- Products with extended durability/lifecycle
- Use of biodegradable or recycled content
- Green certification (e.g., EPEAT, Energy Star, FSC, IS/ISO-14001)
- Tender documents must include environmental sustainability as an evaluation criterion.

d. Contractual Obligations for Vendors and Outsourced Services

- All service contracts (canteens, vendors, event agencies, contractors, etc.) must:
 - Include clauses mandating reduction of disposable items.
 - Comply with university waste segregation and reuse policies.
 - Submit quarterly reports on waste generated and reduction efforts.
- Preferred vendor status will be awarded to suppliers with demonstrated sustainability credentials.

e. Construction and Infrastructure Projects

- Building contractors must:
 - Minimize use of disposable packaging on-site.
 - Avoid materials that are non-recyclable or generate hazardous waste.
 - Submit a waste minimization and disposal plan as part of project planning.

5. Implementation Mechanism

Activity	Responsible Unit
Policy dissemination	IQAC / Sustainability Cell
Procurement policy alignment	Purchase Committee / Admin Dept.
Vendor sensitization & clauses	Legal / Contracts / Procurement Sections
Monitoring & data collection	Facilities Management / Campus Managers
Reporting	IQAC / Sustainability Dashboard Team

6. Monitoring & Compliance

To ensure effective implementation of the policy, the following measures will be undertaken:

- **Quarterly Compliance Audits:** Regular audits will be conducted every quarter across all departments and associated vendors to evaluate adherence to the policy guidelines.
- **Accountability and Enforcement:** In cases of non-compliance, formal notices will be issued. Persistent or serious violations may lead to penalties, including suspension or termination of contracts and services.
- **Annual Sustainability Report:** The University will publish an **Annual Disposable Reduction Report** to document progress, recognize exemplary practices and identify opportunities for improvement in waste reduction and sustainable consumption.

7. Awareness and Capacity Building

To foster a culture of sustainability, the University will undertake the following initiatives:

- **Ongoing Awareness Campaigns:** Awareness will be promoted through regular workshops, informative posters, digital displays and other communication channels to educate the university community on sustainable alternatives to disposable items.
- **Sustainability Onboarding for Vendors:** All newly engaged vendors and contractors will undergo a mandatory orientation outlining the university's sustainability policies, with a specific focus on minimizing disposable products and promoting eco-friendly practices.

8. Approval and Review

This policy has been approved by the university administration and will be reviewed periodically to ensure its effectiveness and compliance with current laws and best practices. Any amendments to the policy will be communicated to the university community.



Dr. Anita Patra
Registrar

Centurion University of Technology and Management





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CENTURION UNIVERSITY OF TECHNOLOGY AND MANAGEMENT, ODISHA

CAMPUSES:

Paralakhemundi Campus

Village Alluri Nagar
P.O. – R Sitapur, Via- Uppalada
Paralakhemundi, Dist.- Gajapati
Odisha, India. PIN– 761211

Bhubaneswar Campus

Ramchandrapur
P.O. – Jatni, Bhubaneswar
Dist.- Khurda, Odisha,
India, PIN– 752050

Balangir Campus

Behind BSNL Office
IDCO land, Rajib Nagar
Dist.- Balangir, Odisha
India, PIN-767001

Rayagada Campus

IDCO Industrial Area
Pitamahal, Rayagada
Dist.-Rayagada, Odisha
India, PIN-765001

Balasore Campus

Gopalpur,
P.O.-Balasore
Dist.-Balasore, Odisha
India, PIN-756044

Chatrapur Campus

Ramchandrapur,
Kaliabali Chhak,
P.O-Chatrapur, Dist.-Ganjam
Odisha, India, PIN-761020