SRMAP/QAR/SDG-Cell/05/2025-26 25-03-2026

Minutes of the SDG Cell Meeting

Minutes of the SDG Cell with CLM, Meeting held on 25/03/2026 at 03:30 PM to 04:30 PM in Tiered Classroom- Homi J Bhabha Block, SRM University-AP.

Agenda

1. Explanation of annexures shared with CLM for monthly data collection.

Members Present

Sl. No.	Name of the Faculty	Designation	Department	Role
1	Dr. Prateek Gupta	Assistant Professor	Biological Sciences	Chairperson
2	Dr. Karthik Rajendran	Associate Dean	Office of the Dean-Quality Assurance and Rankings	Member
3	Dr. Deblina Dutta	Assistant Professor	Environmental Science and Engineering	Convenor
4	Mr Anup Singh Suryavanshi	Director	CLM	
5	CLM Team			

Discussion Points

Introduction and Clarification on Annexures

A meeting of the SDG Cell was held with the CLM Director and team to discuss the monthly data collection process through annexures. The meeting was initiated by Dr. Prateek Gupta, who explained the structure of the annexures available on the intranet. The key discussion points are summarized below:

1. **Food waste**

Dr. Prateek Gupta explained the procedure for filling the intranet form related to food waste. The CLM team suggested certain modifications, including:

- Replacing "Quantity sent for composting" with "Food waste quantity sent for composting".

- Specifying the unit for biogas generation as "kg/month".

Dr. Karthik Rajendran noted that the "Energy output" will be calculated separately and should not be included in the form. The CLM Director informed that the food waste generated is currently handed over to external agencies for disposal.

2. **Water Treatment**

Dr. Prateek Gupta explained how to fill the intranet form related to water treatment. The CLM member mentioned that there are 4 STPs in the University campus which should be incorporated in the form. They also mentioned that the unit for Raw water input should be 'KL/month' and 'Water Meter Reading' should be removed.

3. **Energy**

The format for energy-related data entry was discussed. The CLM mentioned that the Peak load consumption, Off-peak Consumption, Diesel used in DG sets, and Solar capacity will be provided at University Level.

4. **Water**

The data entry process for water-related information was explained, and the CLM team confirmed that they will provide the required data.

5. **Biomedical waste**

The intranet form for biomedical waste was reviewed. The CLM team suggested categorizing liquid waste into:

- Biomedical liquid waste, and
- Laboratory liquid waste (hazardous), which is disposed of through external vendors.

They also confirmed that relevant receipts and supporting documents will be provided.

6. **Solid waste**

The process for entering solid waste data was explained. The CLM team stated that most data is available; however, data for sanitary waste is not readily accessible, as incinerators are installed in hostels and operate automatically.

7. **E-waste**

The intranet form for e-waste was discussed. The CLM team informed that e-waste is handed over to authorized vendors, and receipt copies can be provided. They also suggested that battery units should be recorded in terms of capacity rather than weight (kg).

8. **Paper usage and disposal**

The data entry process for paper usage and disposal was explained. The CLM team noted that precise data on paper waste generation is not available, as disposal is done periodically by collecting waste from various departments. It was suggested that procurement data from the Registrar's Office can be used to estimate paper usage.

Additionally, the CLM team recommended that Sri City, being an extended hostel facility of SRM University-AP, should be included under the hostel list as **"Extended Hostel (Sri City)"**.

Regarding emissions, the CLM team confirmed that data will be collected. For air quality monitoring, monthly AQI data will be recorded.

9. Conclusion and Final Instructions

The meeting concluded with an emphasis on the timely collection and monthly updating of all data on the intranet. All relevant data must be uploaded by the 2nd of every month. Active and consistent involvement of the CLM team is essential to strengthen the University's commitment to the Sustainable Development Goals (SDGs).

The meeting concluded at 4:30 PM.

SDG Cell Coordinator-1

SDG Cell Coordinator-2