



ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada
Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/HARITHA/2018-19/Constitution of HARITHA

Date: 07-06-2018

HARITHA (ECO-CLUB) 2018-19

NOTICE

This is to inform all that HARITHA is constituted with a view to ensure clean environment within the institution and the members of the HARITHA are:

S. No.	Name	Designation	Role
1	Dr.T.K.Rama Krishna Rao	Principal	Chairman
2	Mr.Ch.Naresh	Asst. Professor-CE	Coordinator
3	Mr P.Harichandra Prasad	Asst. Professor-ME	Member
4	Mr.B.Jagadeesh Babu	Asst. Professor-ECE	Member
5	Mrs.A.Krishna Veni	Asst. Professor-CSE	Member
6	Mrs.T.Himaja	Asst. Professor-EEE	Member
7	Mr.K.Ravikumar	III CE Student	Student Member
8	Ms.A.Swamy	II CE Student	Student Member
9	Mr.T.Satish	II CE Student	Student Member
10	Mr.T.Rohith	II ME Student	Student Member
11	Ms.S.Mounika	III ECE Student	Student Member
12	Mr.E.Sai Karthik	III CSE Student	Student Member
13	Ms.A.Harika	II CSE Student	Student Member
14	Mr.P.Sandeep	III EEE Student	Student Member

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SURAMPALAM - 533 437

Cc to: All members of HARITHA



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Standard Operating Procedure

HARITHA(ECO CLUB)

Introduction:

India is one of the few countries of the world where the protection and improvement of environment is a constitutional responsibility of both the Government and the citizens. Environmental studies have been emphasized as one of the ten core areas of education in the National Policy on Education. It has been mandated that environmental consciousness should be integrated in the entire educational process. In this context, Eco Clubs in educational institutions play an important role in creating environmental awareness amongst the student community.

HARITHA-Eco Club is a working group at Aditya College of Engineering, plays an important role in creating environmental awareness among the future generation. It is a platform where we get knowledge about environment. It also enables the students to be sensitive towards environmental concern to tackle environmental problems. HARITHA promotes students to participate and take up meaningful environmental activities and projects. It is a forum through which students can reach out to influence, engage their parents and neighborhood communities to promote sound environmental behavior in the society.

Objectives of HARITHA:-

1. To raise environmental awareness, understanding and knowledge among students.
2. To create a clean and green consciousness among students through various innovative methods like action based programs
3. To facilitate student's participation in decision-making in areas related to the environment and development in local communities.
4. To involve them in efforts to preserve the environment.
5. To motivate students how to imbibe habits and lifestyle for a minimum waste generation.

Constitution of the Committee:

The committee would consist of at least 10 members. The generic membership details are as follows

Sl. No.	Designation	Number of members
1.	Chairperson- Principal	1
2.	Coordinator	1
3.	Faculty members	4
4.	Student members	8
	TOTAL	14

Schedule of meetings:

1. The committee would formally meet at the start of the academic year to plan for the year's activities, and prepares a strategic perspective plan.
2. There would be a meeting at the end of the academic year to review the activities facilitated and the progress of the committee at the end of the academic year, as and when required.
3. The committee would meet prior to the start of an event to discuss overall planning as well as individual roles and responsibilities.

Responsibilities of the Coordinator:

1. The Coordinator of the committee is expected to convene the meetings and set an agenda for the discussion.
2. The Coordinator of the committee is responsible for ensuring that each member has submitted and has maintained the relevant documents.
3. To write and circulate the minutes of the meeting.

Suggested Activities for the HARITHA:

1. Organize Eco-Competitions on seminars, debates, essay and slogan writing etc.
2. Organize popular talks on environmental issues in the college.
3. Organize rallies, marches, human chains at public places with a view of spreading environmental awareness in association with other clubs like NSS & NCC
4. Action based activities like tree plantation, cleanliness drives within the campus.
5. Encourage students to use eco-friendly products in their daily life and to practice recycling of paper and plastic especially.
6. Educate students on how to create awareness amongst public and sanitary workers, so as to stop the indiscriminate burning of waste which causes respiratory diseases

COORDINATOR

HARITHA (ECO-CLUB)



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09-06-2018


HARITHA (ECO-CLUB) Perspective plan for Academic year 2018-19

S.No	Month	Tentative date	Event	Activity
1	July 2018	11-07-2018	World Population day	Awareness program on population increasing
2	August 2018	07-08-2018	Neeru Chettu	Plantation of trees
3	September 2018	10-09-2018	Rain Water Harvesting	Saving rain water
4	November 2018	14-11-2018	Quit Plastic	Seminar or guest speech by industry experts
5	December 2018	14-12-2018	Natural Energy conservation day	Switch off the electricity for one hour in the campus
6	January 2019	08-01-2019	Swachh Bharath	Cleanliness drive
7	February 2019	12-02-2019	Zero Waste	Awareness program by motivational speaker
8	February 2019	22-02-2019	Drive less live more	Awareness program by transportation Engineers
9	March 2019	22-03-2019	ECO-WAVE	Public rally by HARITHA


COORDINATOR-HARITHA

Cc to: All HARITHA Members

Cc to: All Departments


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Ref: ACOE/HARITHA/2018-19/Minutes1

Date: 09-06-2018

MINUTES OF HARITHA (ECO CLUB) Academic Year 2018-19

Date of meeting	09 th June 2018	Duration	2.00 PM to 3.00 PM
Venue	Seminar Hall, Ground floor, Ramanujan Bhavan		
Reference	ACOE/ECO/2018-29/Circular1 dated 7th June 2018		

The meeting of HARITHA of Aditya College of Engineering held on 9th June 2018 with the following agenda:

1. To discuss and prepare SOP and strategic perspective plan for academic year 2018-19
2. Motivate the students to keep their surroundings green and clean
3. Motivate students to imbibe habits and life style for minimum waste generation
4. Sensitize the students to minimize the use of plastic bags, not to throw them in public
5. Organize programs against the present pollution of Environment, fixing posters within the campus
6. To get the students actively involved in environmental matters and to develop their interest over environmental issues
7. To promote culture of conservation of water by minimizing the use of water
8. To ensure maximum use of day light is made possible in all class rooms and departments
9. To rectify Water leakage from taps and pipes in order to reduce water wastage
10. Various activities like cleanliness drive, guest lecture and competitions related to environment awareness are conducted periodically

Coordinator-HARITHA, Mr.Ch.Naresh, initiated the meeting of HARITHA (Eco-Club) with the welcome note to all of the members present. The Coordinator presented the agenda along with suggestions and invited the Chairman to make clear on the topics and the discussion began.

The Chairman-HARITHA welcomed all the members to the meeting and reviewed and discussed about the points of agenda by considering the points of agenda.


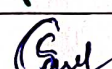
MINUTES AND RESOLUTIONS

1. The chairman discussed about SOP and Strategic perspective plan for academic year 2018-19 and advised to prepare the same
2. The Chairman suggested to create awareness regarding environmental issues and changing students' attitude towards the environment by enlisting their active participation in club's activities.
3. The Chair recommended the Club to find suitable locations for placing garbage bins where ever necessary in the campus
4. The Chair advised the Club to make students to present posters on present Environmental issues and fix that posters within the campus
5. The Chair indicated the Club to conduct various competitions to the students on the occasion of ECO DAY, EARTH DAY Etc
6. The Chair suggested faculty members of HARITHA to motivate students to participate in club activities
7. The Coordinator suggested to point out where the Water leakages are there in the campus Then the Chairman stated to give concern report to the maintenance staff
8. One of the student member raised a point on monitoring the Electricity Usage in the class rooms that point is considered by the Chair and he advised HARITHA to monitor the electric usage in class rooms
9. The Chair suggested to include club activities like cleanliness drive, Eco competitions in SPP
10. The Chair instructed HARITHA to prepare activity Calendar of HARITHA for the year 2018-19


The Chairman and Coordinator thanked all the Members and advised to implement the CLUB Activities effectively

The meeting was concluded with thanks to the Chair.

Members attended the meeting on 09th June 2018

S. No.	Name	Designation	Role	Sign
1	Dr.T.K.Rama Krishna Rao	Principal	Chairman	
2	Mr.Ch.Naresh	Asst. Professor-CE	Coordinator	
3	Mr P.Harichandra Prasad	Asst. Professor-ME	Member	P. Hari Chandra Prasad
4	Mr.B.Jagadeesh Babu	Asst. Professor-ECE	Member	B. Jagadeesh Babu
5	Mrs.A.Krishna Veni	Asst. Professor-CSE	Member	Krishna Veni
6	Mrs.T.Himaja	Asst. Professor-EEE	Member	T. Himaja
7	Mr.K.Ravikumar	III CE Student	Student Member	K. Ravi Kumar
8	Ms.A.Swamy	II CE Student	Student Member	A. Swamy
9	Mr.T.Satish	II CE Student	Student Member	T. Satish
10	Mr.T.Rohith	II ME Student	Student Member	T. Rohit
11	Ms.S.Mounika	III ECE Student	Student Member	MOUNIKA
12	Mr.E.Sai Karthik	III CSE Student	Student Member	E.S. Karthik
13	Ms.A.Harika	II CSE Student	Student Member	A. Harika
14	Mr.P.Sandeep	III EEE Student	Student Member	P. Sandeep


Coordinator -HARITHA


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Ref: ACOE/HARITHA/2018-19/Circular2

Date: 09-04-2019

CIRCULAR

All the members of HARITHA are hereby informed that a meeting will be held on 10th April 2019 at 2:00 PM in the Seminar hall, second floor, Jameswatt Bhavan with the following agenda:

AGENDA

1. Feedback from the events conducted in academic year 2018-19
2. Litter survey of the campus
3. Bio diversity in the campus
4. Sensitize the students to minimize the use of plastic bags, not to throw them in public
5. Organize programs against the present pollution in Environment, fixing posters within the campus
6. To get the students actively involved in environmental matters and to develop their interest over environmental issues
7. To promote culture of conservation of water by minimizing the use of water
8. To ensure maximum use of day light in all class rooms and departments
9. To rectify Water leakage from taps and pipes in order to reduce water wastage
10. To conduct various activities like cleanliness drive, guest lecture and competitions related to environment awareness

Cc to: All members of HARITHA

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Ref: ACOE/HARITHA/2018-19/Minutes2

Date: 10-04-2019

MINUTES OF HARITHA (ECO CLUB) Academic Year 2018-19

Date of meeting	10 th April 2019	Duration	2.00 PM to 3.00 PM
Venue	Seminar Hall, Jameswatt Bhavan		
Reference	ACOE/HARITHA/2018-19/Circular2 dated 9th April 2019		

The meeting of HARITHA-Eco Club of Aditya College of Engineering held on 9th June 2018 with the following agenda:

1. Feedback from the events conducted in academic year 2018-19
2. Litter survey of the campus
3. Bio diversity in the campus
4. Sensitize the students to minimize the use of plastic bags, not to throw them in public
5. Organize programs against the present pollution in Environment, fixing posters within the campus
6. To get the students actively involved in environmental matters and to develop their interest over environmental issues
7. To promote culture of conservation of water by minimizing the use of water
8. To ensure maximum use of day light in all class rooms and departments
9. To rectify Water leakage from taps and pipes in order to reduce water wastage
10. To conduct various activities like cleanliness drive, guest lecture and competitions related to environment awareness

Coordinator-HARITHA, Mr.Ch.Naresh, initiated the meeting of HARITHA (Eco-Club) with the welcome note to all of the members present. The Coordinator presented the agenda along with suggestions and invited the Chairman to make clear on the topics and the discussion began.

The Chairman-HARITHA welcomed all the members to the meeting and reviewed and discussed about the points of agenda by considering the points of agenda.


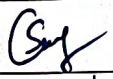
MINUTES AND RESOLUTIONS

1. The chairman discussed about events conducted by the club and well wished the club for successfully conducting the events
2. One of the student member reported that the litter in campus is high due to wrappers of the food items in the canteen
3. The chair suggested the club members to monitor the bio diversity in the campus so that no student can destroy the greenery in the campus
4. The Chair recommended the Club to find suitable locations for placing garbage bins where ever necessary in the campus
5. The Chair advised the Club to make students to present posters on present Environmental issues and fix that posters within the campus
6. The Chair indicated the Club to conduct various competitions to the students on the occasion of ECO DAY, EARTH DAY Etc
7. The Coordinator suggested to point out where the Water leakages are there in the campus Then the Chairman stated to give concern report to the maintenance staff
8. One of the student member raised a point on monitoring the Electricity Usage in the class rooms that point is considered by the Chair and he advised HARITHA to monitor the electric usage in class rooms
9. One of the student member is suggested to display the importance of water at every water usage places in the campus
10. The chairman instructed coordinator to plan innovative events that educate students regarding environment importance


The Chairman and Coordinator thanked all the Members and advised to implement the CLUB Activities effectively

The meeting was concluded with thanks to the Chair.

Members attended the meeting on 10th April 2019

S. No.	Name	Designation	Role	Sign
1	Dr.A.Ramesh	Principal	Chairman	
2	Mr.Ch.Naresh	Asst. Professor-CE	Coordinator	
3	Mr P.Harichandra Prasad	Asst. Professor-ME	Member	P. Harichandra Prasad
4	Mr.B.Jagadeesh Babu	Asst. Professor-ECE	Member	B. Jagadeesh Babu
5	Mrs.A.Krishna Veni	Asst. Professor-CSE	Member	Krishna Veni
6	Mrs.T.Himaja	Asst. Professor-EEE	Member	T. Himaja
7	Mr.K.Ravikumar	III CE Student	Student Member	K. Ravi Kumar
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9	Mr.T.Satish	II CE Student	Student Member	T. Satish
10	Mr.T.Rohith	II ME Student	Student Member	T. Rohith
11	Ms.S.Mounika	III ECE Student	Student Member	Mounika
12	Mr.E.Sai Karthik	III CSE Student	Student Member	E. S. Karthik
13	Ms.A.Harika	II CSE Student	Student Member	A. Harika
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Coordinator HARITHA


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Date: 09-07-2018

NOTICE

All the students are hereby informed that on the occasion of WORLD POPULATION DAY an awareness program on "Effects of population increasing" is arranged by HARITHA on 11th of July, 2018. All the students are advised to attend the program.

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Copy to:-

- 1) All HODs
- 2) All members of HARITHA
- 3) All Department Notice Boards



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Ref: ACOE/HARITHA/2018-19/Report2

Date: 12-07-2018

REPORT

Title of the Program : Awareness on "Effects of population increasing"

Date(s) of Program : 11-07-2018

Aim of program

- 1) Learn about consequences of high Population.
- 2) Learn about sustainable living.

This program creates awareness on consequences of population explosion like unemployment, poverty & effects on environment like higher waste disposal etc

The program also create awareness that the students may know how to live sustainably in this generation without causing any disturbances to the ecosystem


No. of Participants : 100

PROGRAM PHOTO



Overall Assessment : Good


Coordinator HARITHA


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Date: 06-08-2018

NOTICE

All the students are here by informed that on the mission of Government of Andhrapradesh "NEERU CHETTU", Tree plantation program is arranged by HARITHA on 07th of August, 2018. Interested students are advised to attend the programme.



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Ref: ACOE/HARITHA/2018-19/Report1

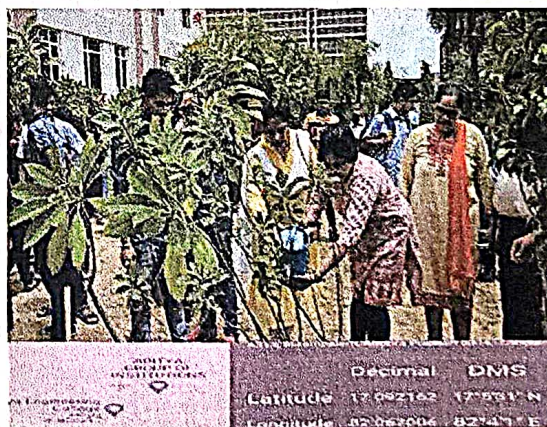
Date: 09-08-2018

REPORT


Title of the Program : NEERU CHETTU
Date(s) of Program : 08-08-2018
Aim of program
1) Learn about importance of trees.
2) Planting trees.
No. of Participants : 50

The Government of Andhra Pradesh has taken up Water Conservation Mission Neeru Chettu Sub-Mission under Primary Sector Mission with a vision to make the State a drought proof State and to eradicate the poverty and to reduce economic inequalities by better "water conservation and sustainable management".

PROGRAM PHOTOS




Coordinator- HARITHA.


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12-04-2019

HARITHA(ECO-CLUB)Action taken report for Academic year 2018-19

S.No	Month	Tentative date	Event	Activity	Status
1	July	11-07-2018	World Population day	Awareness program on population increasing	Conducted
2	August	07-08-2018	Neeru Chettu	Plantation of trees	Conducted
3	September	10-09-2018	Rain Water Harvesting	Saving rain water	Couldn't be Conducted
4	November	14-11-2018	Quit Plastic	Seminar or guest speech by industry experts	Couldn't be Conducted
5	December	14-12-2018	Natural Energy conservation day	Switch off the electricity for one hour in the campus	Couldn't be Conducted
6	January	08-01-2019	Swachh Bharath	Cleanliness drive	Couldn't be Conducted
7	February	12-02-2019	Zero Waste	Awareness program by motivational speaker	Couldn't be Conducted
8	February	22-02-2019	Drive less live more	Awareness program by transportation Engineers	Couldn't be Conducted
9	March	20-03-2019	ECO-WAVE	Public rally by HARITHA	Couldn't be Conducted

(Signature)

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