

Mula Education Society's Arts Commerce and Science College **AUDIT REPORT**

Stage 2- Remote Audit

Report issued at 5:57 GMT on 30-Sep-2022



Mula Education Society's Arts Commerce and Science College **AUDIT REPORT**

Client ID#:	CMPY-189257
Client/Address:	Mula Education Society's Arts Commerce and Science College A/P- Sonai - Rahuri Road, Sonai, Taluka, Newasa, Dist Ahmednagar - 414105, Maharashtra, India
Audit Criteria:	ISO 14001:2015
Audit Activity:	Stage 2- Remote Audit
Date(s) of Audit:	Dist Ahmednagar, India: 28-Sep-2022 to 29-Sep-2022
Auditor(s) (level):	Suresh Tumkur Nagarajarao (Lead Auditor, Dist Ahmednagar, India)
Scope of Audit and Scope of Certification:	Site: Mula Education Society's Arts Commerce and Science College, Dist Ahmednagar, Maharashtra, India ISO 14001:2015: Provision of Higher Secondary Education, Bachelor's Degree, Diploma, Graduate and Undergraduate programs in Arts, Commerce and Science Streams.

OVERALL RESULT:

No Action Required

The management system was found to be fully effective. (no nonconformities issued)

EXECUTIVE SUMMARY

The stage 2 remote audit done for 2 days. The implementation of the EMS as per ISO 14001:2015 found effective. The College certificate issue recommended with PI points. No findings identified in the audit.

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SWOT ANALYSIS

Strengths	<ol style="list-style-type: none">1. Leadership commitment for implementing the EMS2. Commitment by the students and level of awareness on EMS3. Demonstrated commitment for improving the awareness on EMS and prevention of pollution in near by schools
Weaknesses	NIL
Opportunities	<ol style="list-style-type: none">1. Planning mock drills on EMS emergencies as per the emergency plan.2. Recording of training effectiveness from visuals.
Threats	NIL

INTERTEK MATURITY MODEL

The score descriptions are generic to all management systems and cannot be customized by the auditor, thus allowing for the consistency of interpretation and standardization of audit results worldwide. The scores provided to your organisation are for benchmarking purposes only and are based on the audit team's evaluation.

Management

Meets Intent

Evidence of management commitment, customer and/or interested party satisfaction, knowledge/awareness of policy and objectives does exist. Responsibility and authority is documented, understood and supported via data, trends and related KPI's. Management reviews are complete and meet the minimum intent.

Internal Audits

Meets Intent

Internal audits are being performed at planned intervals and are based on status and importance of the Management System. Data is being collected on regular basis. Audit teams are trained, impartial and objective in their approach. Audit reports are clear, concise with respect to content. Actions are being taken as a result of audit findings and timely responses are provided.

Auditor Comments:

9.2-Internal Audit- SOP No. ACS/09

Frequency once in every six months.

Audit plan- 2022- During August 22

Reports verified for IA -1 dated 24th-25th August 2022.

Trained auditors List verified- 12 auditors trained by Next Gen Management Solutions on 2nd -5th Sept 2022.

Certificate verified of Mr. Sadekar dated 8.09.2022.

Corrective Action

Meets Intent

The corrective action process meets the minimum requirements as defined by the standard. Data does exist from such sources such as customer and/or interested party complaints, internal audits, warranty analysis, defects, internal metrics and supplier performance. The process includes a review of the effectiveness of the actions taken. There is evidence of problem solving tools being used to support the process.

Continuous Improvement

Meets Intent

Data streams are being used as sources to drive continual improvement over time. These may include management system policy, objectives, and audit results, analysis of data, CAPA and management reviews.

Auditor Comments:

1. conducted Eco friendly Ganesha Festival in the campus with initiative from the Leadership

Operational Control

Meets Intent

Operational Controls are planned and developed. Planning is consistent with many of the other Management processes. Objectives, process requirements, needs for appropriate additional documents and resources, verification

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and monitoring activities and records requirements have been determined, as appropriate. Processes and activities run consistently. Some data is collected to verify the adequacy of operational controls with evidence of some improvement trends.

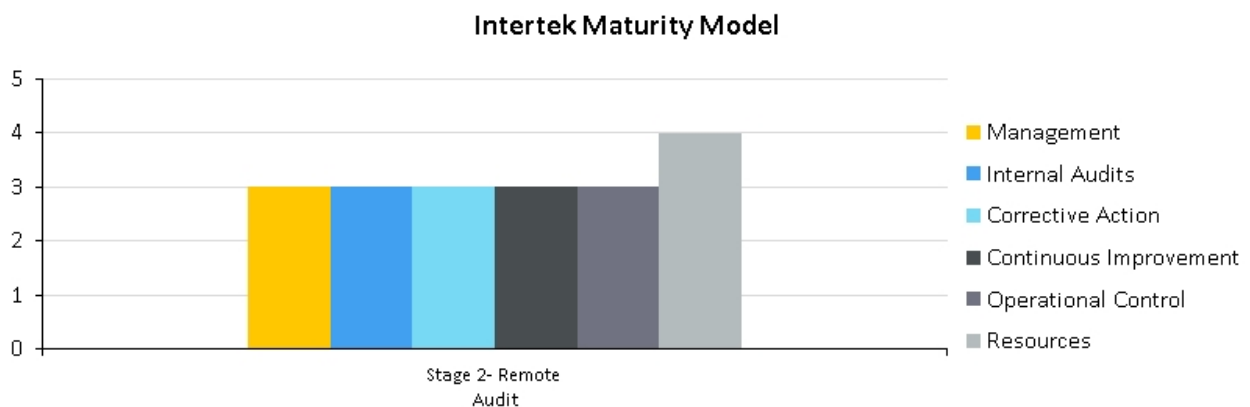
Auditor Comments:

OCP -1 established for chemical spill management, waste handling, storage and disposal, energy conservation.

Resources

Mature

Resources required for the effective maintenance and improvement of the management system have been defined and deployed. Improvements have been noted in areas such as customer and/or interested party satisfaction, continual improvement, process variation. Levels of competency have been defined and documented within the existing management system.



Rating: 5=Benchmark | 4=Mature | 3=Meets Intent | 2=Beginning | 1=Not Evident

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FINDING SUMMARY

	Minor	Major
Issued during current activity	0	0

Opportunities for improvement have been identified

Yes

STATUS OF PREVIOUS AUDIT FINDINGS

Follow-up on findings issued at previous audit:

Non conformities raised at the last audit have been closed. No further actions required.

Report on closure of previous findings

attached

Findings from the previous activity that could not be closed

No

EVIDENCE SUMMARY

The state of the management system is summarized below:

Process for Monitoring and Maintaining Compliance with Legal and Other Requirements

6.1.3- Compliance obligation, Evaluation of compliance Procedure ACS/SPP/04 verified.

1. Govt of Maharashtra- License No.MGC/3589/1855/V12 dt. 13.06.1989
2. Affiliation for Savitri Devi Phule Pune university- CB/485 dt. 19.5.2022

Assessment of Implementation related to Significant Environmental Aspects

Environmental aspect register and procedure verified- SOP/02. Aspect register verified for Chemistry Lab. Criteria- Probability and Severity in the scale of 1 to 3. Significance – Emergency. Legal non compliance and score >9, Severity>3.

Significant aspects- Use of paper for teaching, use of electrical energy, Generation of food waste from hostel, use of chemicals in Laboratory

EMS 11: Use of Raw Material, Energy and Natural Resources - Use of paper for printing the records. use of electrical energy EMS 4:
 Hazardous Waste- Used chemicals from the students chemistry Laboratory, used empty cans of house keeping chemicals EMS 5: Solid Waste-
 Food waste from hostel kitchen, plastic waste, used empty grocery bags, covers, used paper , sweep from the garden and campus. EMS 6:
 Chemical Storage- Lab chemicals , house keeping chemicals. EMS 7: Water
 Emissions- used water from house keeping, washing and cleaning of vessels, water from lab after testing EMS 9:
 Energy Emitted- Heat from kitchen through cooking process,
 Aspect and Impact register verified- Organic chemistry Laboratory.- Mr. Shinde
 Criteria for significance- Probability X severity X detection X duration in the scale 1-3. And Emergency situations, Legal are considered significant. >18 is classified as significant.
 Ex: Practical's (Life cycle perspective and analysis of product)
 Activity: By calorimeter, 2. ph meter, 3. conductometric 4. potentiometric, 5. spectrophotometric 6. Understanding lab chemicals through procured item information
 Aspect: Fumes, gases, spillage, leakage of chemicals
 Impact: land and water pollution and contamination
 Present control-1. cotton waste cleaning 2. regular housekeeping 3. For hazardous chemicals , MSDS information records and training and usage
 Score- 10 x 3 x 2+60 Significant.

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Activity-Computer work for typing practical protocols, printout attendance sheet, using google criteria for NAAC

Aspect-Overheating of electronic components

Impact: Over utilization and dissipation of heat energy

Present controls-1. Notice of switching of lights 2. Maintaining Schedule of Power while not in use., 3. Maintenance schedule of computers not in use

Score-3 x 1 x 1 – 3 Non significant.

Review and conclusion of client performance trends since last certification/recertification (at recertification audit and last surveillance audit prior to recertification)

6.2.1-EMS objectives established for the year 2022-23.

Stretch/Normal

1Green Campus initiatives

Normal-complete

2Use of plastics Normal-Complete

3

Minimise material harmful to environment .

Normal

3%

4

Minimize the unneeded use of paper.

Normal

3%

5

Reduce carbon footprint by encouraging carpooling in the workplace.

Stretch

8%

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6

Use recycled plastic where attainable.

Normal

complete

7

Correctly dispose of workplace waste.

Stretch

complete

8

Reduce chemical spills and gas leaks in the college

Normal

9

Reduce Excess water consumption.

complete

11

Improve employee awareness.

8%

12

Improve student awareness

8%

15

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Control on usages of LED lights

8%

16

LPG saving

complete

18

Air conditioners monitoring-8%

Electrical equipments -8%

Energy used by Computer -6%

Photocopier process -8%Energy used by TV -6% no cellphone day -5%
switch off drills-5%

Stage 1 audit findings closed with RCA and Correction

Certification marks not used.

Compliance obligation for the services not required.

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9.3- MRM- Frequency once 6 months.Ref ACS/SOP.07

1st MRM minutes dt. 2.9.22- chaired by the Principal Verified.

EMS support : Dr. Sadekar

Stage 1 remote audit conducted on 22-09-22.

3 AOC identified. Corrective actions and corrections verified.

Certificate marks not used.

Legal and other requirements for the organization identified.

Documentation.

EMS Manual- Apex Manual -ACS/01REV 00 dt. 02-05-22

Procedure for Compliance obligation- ACS/Legal/4

Procedure for Internal Audit- ACS/SOP/09

Procedure for Environmental aspects- ACS/SOP/02

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Internal audit and MRM not done after stage 1 audit.

7.3 Procedure for Training and Awareness (Common)-ACS-P-04

Topics covered

EMS Awareness, life cycle analysis, energy conservation, environmental impact, Aspect – Impact , Objectives ,

Date:

Scheduled in October 2022

Current Program conducted

Internal Auditor Training Program & Certificates issued

EMS Awareness

10.10.22

Life Cycle

11.10.22

Energy Conservation

20.10.22

Environmental Impact

27.10.22

Aspect – Impact

30.10.22

Objectives

1.11.22

Significant aspects

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2.11.22

Program to be conducted by

ISO Consultant and Internal Auditors for students and Professors

Communication; SOP- ACS-P-04

Procedure for operation control. procedure: ACS-EMS-05

OPERATION CONTROL PROCEDURE – OCP-01 verified

Emergency Preparedness and Response:

Procedure -Version X dated 10.6.22.

- spillage of chemicals in the chemistry Lab and general store.
- Spillage of diesel from DG,
- Release of LPG from cylinders in kitchen.
- Fire

Over flow of drainage/sewage

Due to pandemic infections

sustained and NAAC audit, Table Talk mock drill was conducted in light of any emergency situations on 30.9.2022

Members present – Head of Department and EMS management system team – Principal, Vice principal, EMS MR and ISO Consultant.

Un-Planned emergencies discussed –

1. Fire caught to grass which is widespread across the facility
2. Water loss due to non-repair of motor
3. Natural calamities/disasters like flood.

Following Actions were discussed:

1. Security will alarm team through mobile phone
2. All shall be gathering at main gate (current assembly point)
3. Fire fighting team shall inform all including EMS and Top management about evacuation from facility
4. Chronology of communication shall be –
 - a. Security alarm after knowing source and destination pocket of emergency
 - b. Source containment
 - c. Evacuation building wise
 - d. Head count to be noted by respective discipline HODs
5. 100% evacuation in scenario no. 1 and 3 above
6. In case of case no. 2, the visual inspection shall be periodically happening to check water level in case of non-repair of motor.
7. Once head count is accomplished , students, teachers shall remain to be in the ground allocate in case of emergencies near assembly point near main gate. contact in case of an emergency situation

First aid equipment:

Large first aid kit

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MES'S ACS room, 1st floor

Work floor

Small first aid kit

Kitchen, Canteen ground floor

Periodic checks

1 x per year and//or after use by MES'S ACS co-ordinator

Escape routes:

Check escape route signposting

1 x per six months by MES'S ACS co-ordinator.

Check for obstacles on escape routes, in front of (emergency) exits and around the fire hose

Daily supervision by MES'S ACS-ers

Checks on emergency lighting

1 x per six months by MES'S ACS co-ordinator

Doors between departments

The doors between departments closed after the working day can only be opened with a key card

Elevator if applicable to MES ACS structure

In case of fire, the elevator automatically descends and the doors open automatically.

Emergency point

Area behind sports complex

MR and Sports labde sir in charge

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Date of Emergency Drill

30.6.22

Type of Emergency Drill

q Chemical Spillage or leakage - TABLE TALK

Department / Section

Sample

Chemistry lab

Starting Time

11.30am

Completion Time

12.00pm

Number of Participants

HOD AND EMS TEAM

Leadership: Dr. Shankar Laxman Laware

Committed for EMS implementation.

Adopted some schools in around the campus to educate students on environment and prevention of pollution.

Increase plantation/green cover within and outside the campus.

Conducted Eco friendly Ganesh Festival in the campus.

Chaired the MRM meeting, Resource provision

Identified opportunities for improvement

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1. Improvement in signage across the campus
2. considering the aspect /impact study of hostel kitchen- use of LPG

Conclusions regarding risk assessment/risk treatment processes

6.1.1-Risk and opportunity process and register verified. System related risks identified.

Statutory &

Regulatory Body

Complying with the statutory and regulatory requirements as defined from time to time

Legal and local body issues

Business Loss, Reputation

Down for Organization

1) Defined in documented information of

Leadership

2) Review in Management review meetings

Environment

Environment compliance obligations

Legal actions against Organization

Effective documentation of all aspects and impacts and reviewing and monitoring compliance

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Environmental Aspects – 1. Diesel Generator in the custody of Sanstha, environmental aspect is considered below significant value in the EMS framework.

Compliance obligations - Consent related risks is negligible as activities impacting environment adversely are NIL from educational institution.

Issues from needs and expectations from interested parties – 1. Non adherence to electrical saving rules while not in use, 2. Missing by oversight of diluting and solutions

Opportunities

1. As DG in Sanstha's custody, efforts on energy saving and using inverter is more rather than using DG.
2. As there is no consent of MPCB as activities adversely impacting environment are NIL, time for monitoring of green environment is more
3. Non adherence to electrical saving rules not in use has given rise to opportunity of training the masses on environmental awareness
4. On diluting of solutions missed, there lies an opportunity to do maintenance of electrical pipes and labs periodically.

Conclusions regarding context of the organization

4.1 -External and internal issues

- n Low Competency on Environment related issues
- n Task Performed Infrequently
- n Complex Process
- n Old Equipment in labs not scaled up
- n Unclear University Requirements
- n Changes in Environment and Environmental related Rules, Regulations and Laws.

4.2- Needs and expectations of all interested parties detailed

- Students
- Owners and share holders
- Employees and contract workers

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- Financial institutes and Banks
- Suppliers and sub-contractors
- Even society at large
- University Officers
- TPI officers
- Statutory officers
-

These also include statutory and regulatory requirements including environmental and environmental requirements.

4.3- Scope Defined as appropriate for QMS and EMS-“Provision of Education to students of Arts, Commerce and Science including environmental awareness on ecosystem”

Impact of Significant Changes (If Any)

Scope wording - Included the word -'SONAI'

Additional information/unresolved issues

NIL

Communication/Changes during the visit (if applicable)

Scope - Included word " SONAI" .in the statement.

References to appendices:

Interview record; List of critical suppliers; Audit plan; Audit plan (as executed)

Have all shifts been audited:

Yes

The audit has been performed according to audit plan meeting audit objectives, scopes and duration (on-site and off-site) as given within the audit plan

Confirmed- Remote audit for 2 days done as per AL

Extent of use and effectiveness of Information and Communications Technology (ICT).

ICT was used for 100% of this audit.

ICT used was effective in achieving the audit objectives.

LEAD AUDITOR RECOMMENDATION

Lead Auditor's Recommendation for ISO 14001:2015

The management system is in conformity with the audit criteria and can be considered effective in assuring that objectives will be met. Therefore certification is recommended.

OTHER OR ADDITIONAL LEAD AUDITOR RECOMMENDATION

NA

CLIENT ACKNOWLEDGEMENT

Client Representative Name and Mailing Dr. Shankar Laxman Laware, sonacollege@yahoo.co.in

Address:

Acknowledged By: Dr. Shankar Laxman Laware, sonacollege@yahoo.co.in
