MITS

MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

(Deemed to be University under Section 3 of UGC Act, 1956)

ENERGY WASTAGE IDENTIFICATION AND MANAGEMENT POLICY

Policy Number	MITSU/SDG/EWIMP/2026/04
Effective Date	Oct 2026
Review Date	Oct 2028
SDG Mapping	SDG 7 – Affordable and Clean Energy

1. Policy Statement

MITS Deemed to be University is committed to identifying, documenting and reducing avoidable energy wastage in its buildings and campus operations. The University shall use systematic inspections, energy-data review, preventive maintenance and corrective-action tracking to improve energy efficiency while protecting academic activities, occupant comfort, health, safety and essential services.

2. Objectives

- Identify avoidable electricity and fuel use through routine inspections, meter-record review and periodic energy assessments.
- Determine likely causes of wastage and prioritise corrective action on the basis of safety, technical feasibility, energy impact and cost.
- Create a traceable record of observations, responsible officers, corrective actions and verification of results.
- Encourage energy-conscious operating practices among students, staff and campus service personnel.

3. Scope

This policy applies to MITS-managed academic blocks, laboratories, computer facilities, offices, common areas, external lighting and other campus buildings or facilities within the approved institutional boundary. Energy sources to be reviewed include purchased electricity, rooftop solar electricity used on site, diesel-generator operation and other relevant fuels where records are maintained. Critical research, security, medical and other safety-related loads shall not be interrupted solely to meet energy-saving objectives.

4. Identification of Energy Wastage

The Estate and Electrical Maintenance Sections shall coordinate the following checks, with participation from concerned departments as needed:

- Lighting: lights operating in vacant spaces, damaged controls, unnecessary daytime lighting, inefficient fixtures and excessive decorative or outdoor lighting.

- Cooling and ventilation: air conditioners left running in unoccupied rooms, poor thermostat and operating schedules, blocked filters, poorly maintained equipment and avoidable cooling of open spaces.
- Computers and laboratory equipment: non-essential equipment left energized after working hours, unnecessary standby loads and operating schedules not aligned with laboratory requirements.
- Electrical distribution: unusual meter readings, transformer or feeder loading anomalies, poor power factor where measured, unbalanced loads, suspected leakage and equipment overheating; investigate before categorising as wastage.
- Solar and generator operations: abnormal solar output compared with suitable benchmarks, faults or outages, generator idling and preventable fuel-use inefficiencies; retain separate generation, export and on-site-use records.

5. Monitoring, Screening and Verification

- Review available monthly electricity bills, meter readings and any sub-meter data; maintain a register indicating the measurement period and area covered.
- Compare energy use across comparable periods, buildings, occupancy patterns and operating hours; account for new buildings, timetable changes, seasonal conditions and major equipment additions.
- Conduct documented walkthrough inspections, prioritizing high-use areas and complaints or anomalies reported by building users.
- Verify suspected wastage by inspection, measurement, maintenance history or repeat readings before recording it as a confirmed finding.
- Record each finding with location, date, energy source, observations, available measured evidence, risk/impact, assigned officer and proposed corrective action.

6. Corrective Action and Follow-up

Confirmed issues shall be entered in an Energy Wastage Observation and Corrective Action Register. The responsible section shall propose appropriate action such as repair, control adjustment, maintenance, operating-schedule changes, user awareness or equipment replacement. Safety-critical findings shall be escalated immediately under existing institutional safety procedures. Other actions shall be prioritized through an approved technical and resource assessment. Completion shall be supported by work orders, photographs, meter trends or other suitable records; savings shall be reported only where verified by a documented method.

7. Implementation and Responsibilities

Unit / role	Responsibilities
Estate / Electrical Maintenance	Coordinate inspections, maintain meter and equipment records, verify observations and execute approved corrective work.
Departments / Laboratories / IT	Nominate contact persons, implement operating controls, report suspected wastage and safeguard essential loads.
Accounts / Purchase	Provide billing, fuel-use and procurement records when required; assist with cost evaluations.
SDG Cell / IQAC	Consolidate reports, facilitate awareness, track action status and coordinate periodic policy review.

Competent University Authority	Approve implementation priorities, resources and policy revisions as required.

8. Review, Reporting and Record Management

The responsible sections shall conduct routine monitoring and periodic documented reviews at a frequency approved by the University. A consolidated review shall identify the areas assessed, observations verified, corrective actions completed or pending, and measured outcomes where available. Inspection sheets, energy bills, readings, photographs, maintenance records and approval notes shall be retained under the University's record-management procedures. An annual summary may be made available through the institutional SDG Cell after verification and approval.

9. Awareness and Continuous Improvement

Energy conservation messages, orientation sessions and operational reminders shall encourage responsible switching, suitable air-conditioning use and prompt reporting of defective equipment. The policy shall be reviewed every two years, or sooner following changes to campus operations, applicable requirements or institutional priorities.

Prepared by
SDG Cell Coordinator Ch. Srinivas (CH. SRINIVAS)

Reviewed by Assistant Dean Accreditations Pavan (Dr. A.V. Pavan Kumar)

Approved by Registrar

REGISTRAR
Madanapalle Institute of Technology & Science
(Deemed to be University)
MADANAPALLE - 517 325, A. P.

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REGISTRAR
Vaagdevi Institute of Technology & Science
(Deemed to be University)
MADANAPALLE - 517 325, A. P.