

Link for Video of Geo-tagged photos: <https://naac.meri.edu.in/wp-content/uploads/2023/video/naac.mp4>

7.1.2 The Institution has facilities and initiatives for facilities

1. Alternate sources of energy and energy conservation

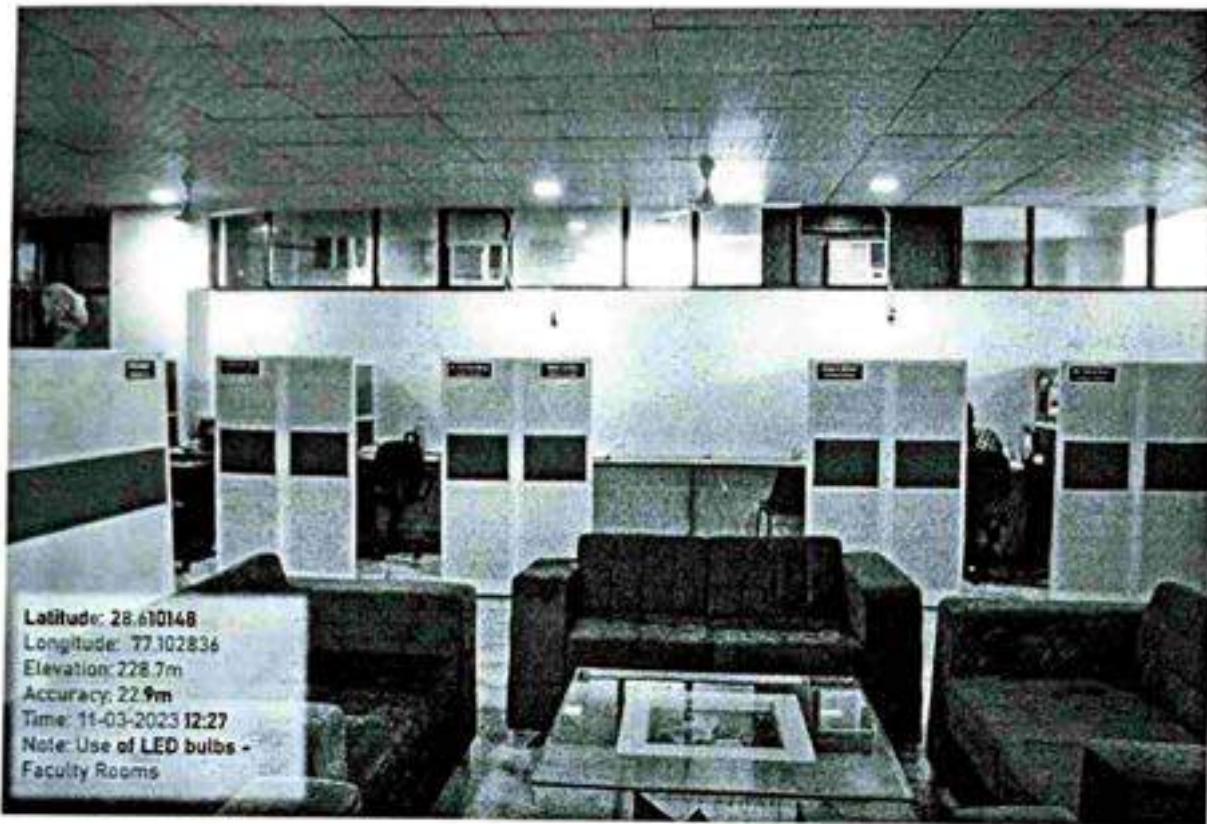


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MANAGEMENT EDUCATION & RESEARCH INSTITUTE

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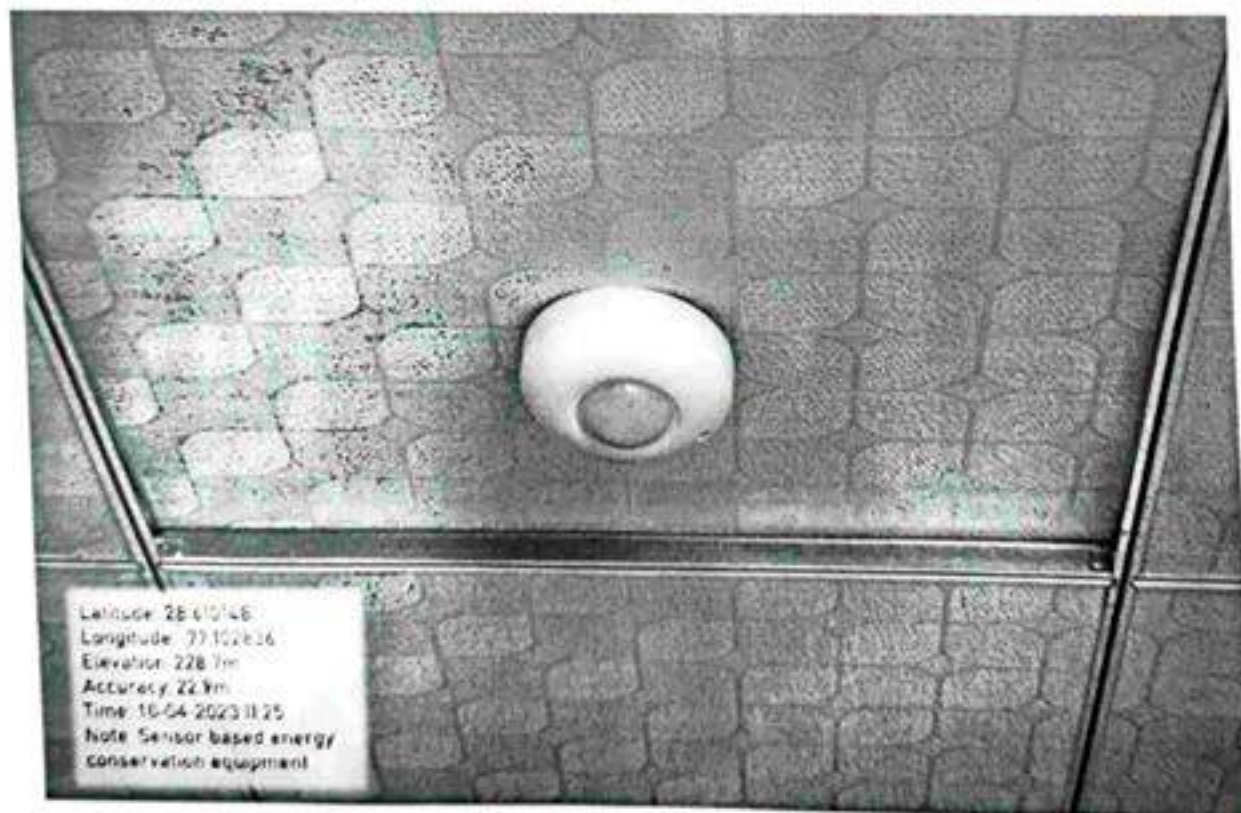
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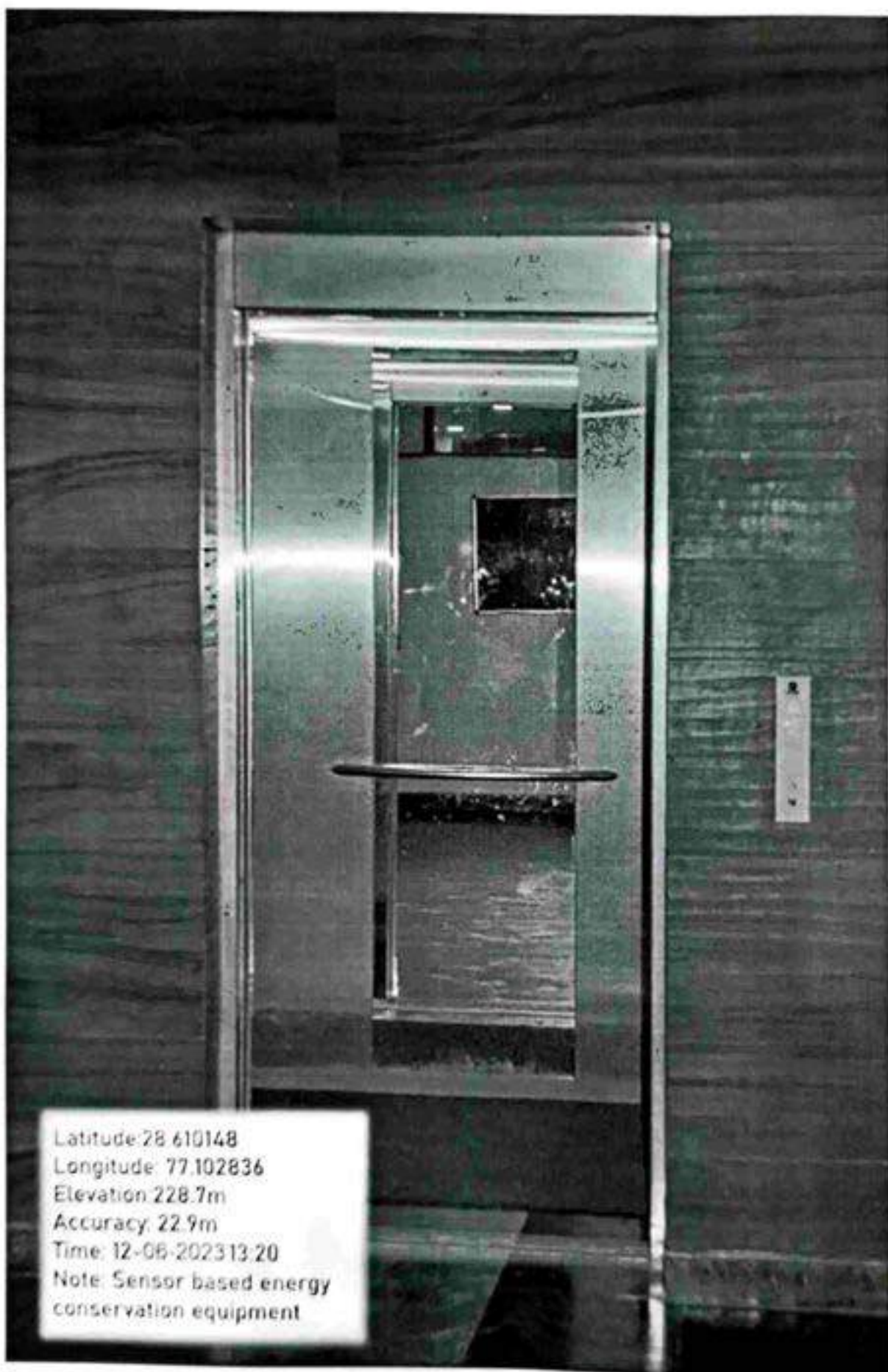


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Latitude: 28.610148
Longitude: 77.102836
Elevation: 228.7m
Accuracy: 22.9m
Time: 12-06-2023 13:20
Note: Sensor based energy conservation equipment



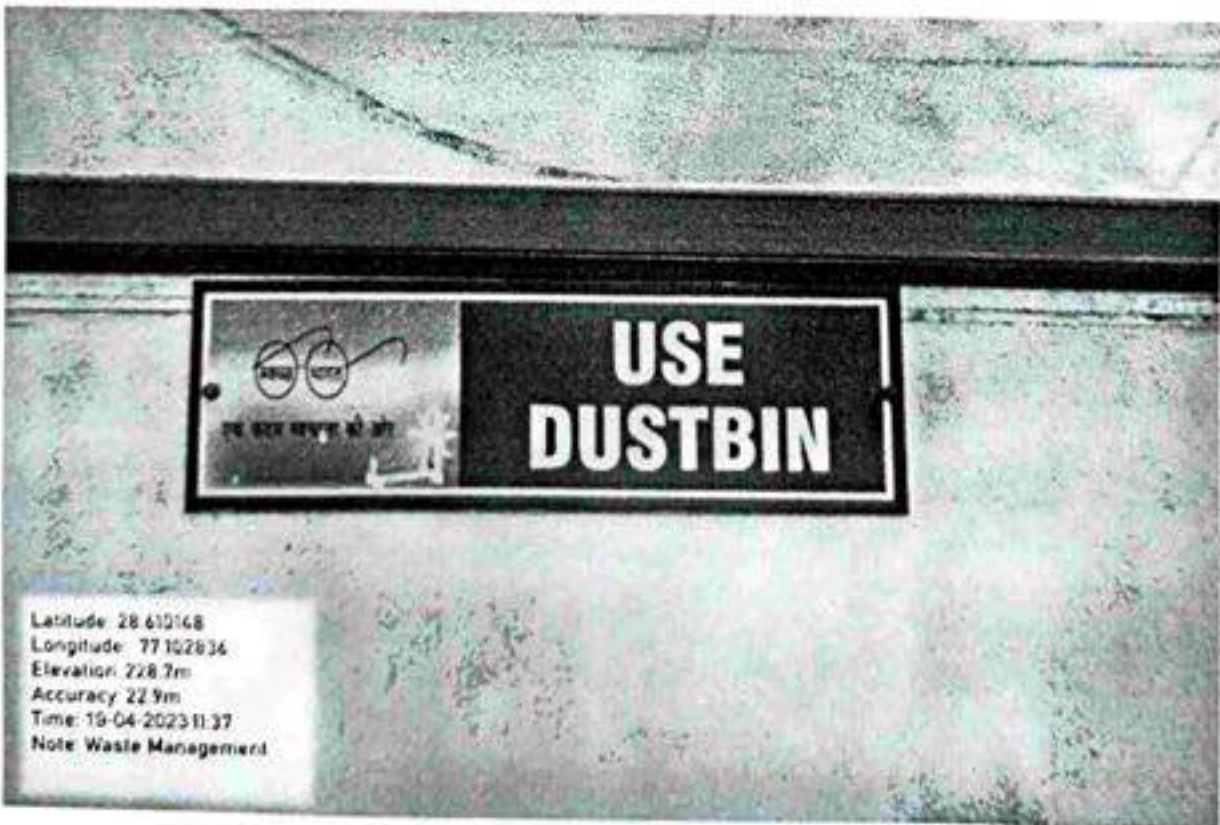


2. Management of the following types of degradable and non-degradable waste

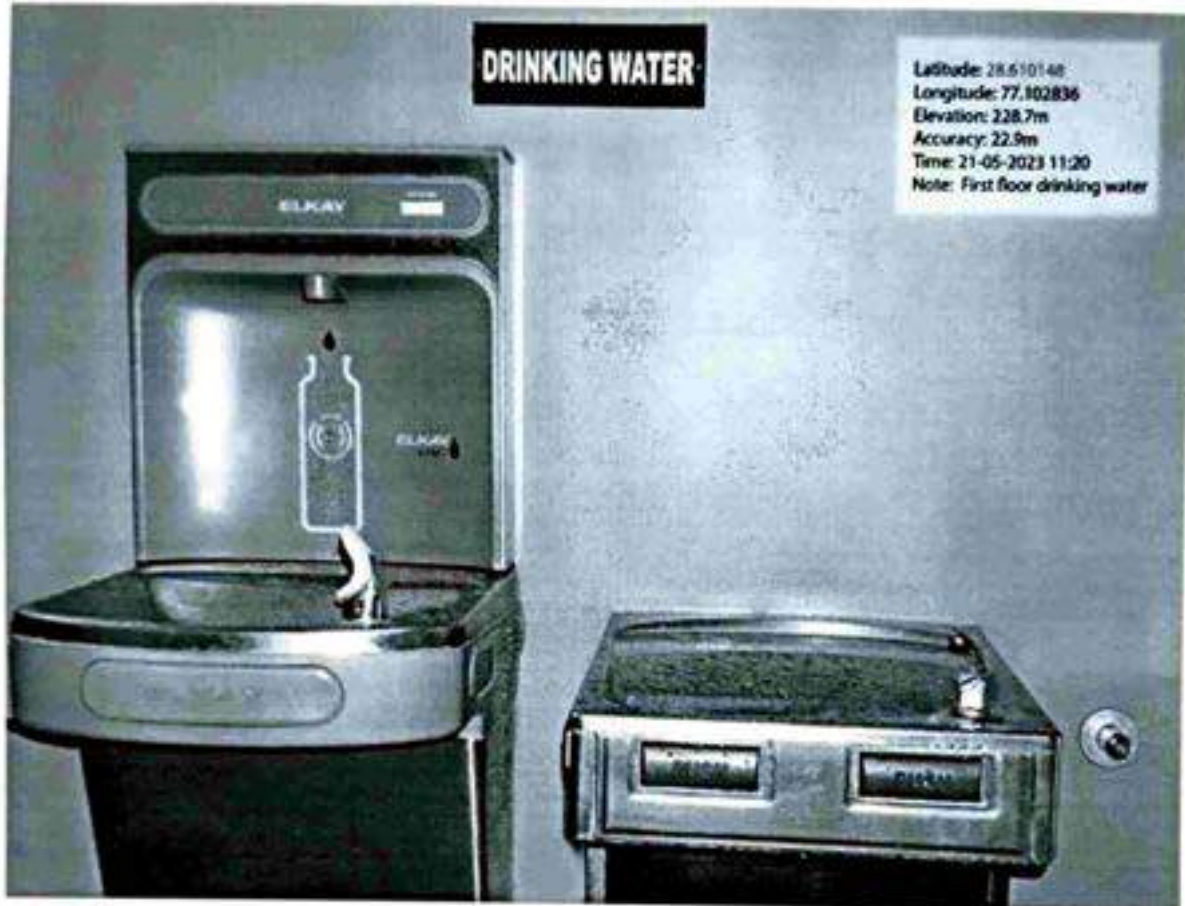
Glimpses

Glimpses





3 Water conservation facilities



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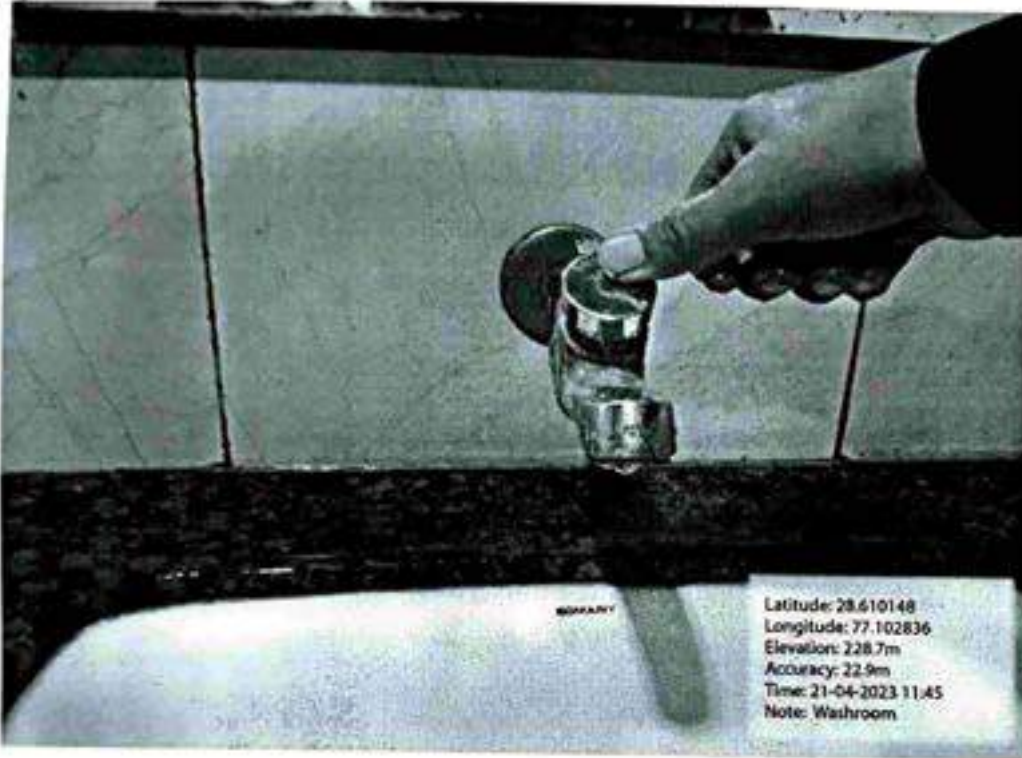
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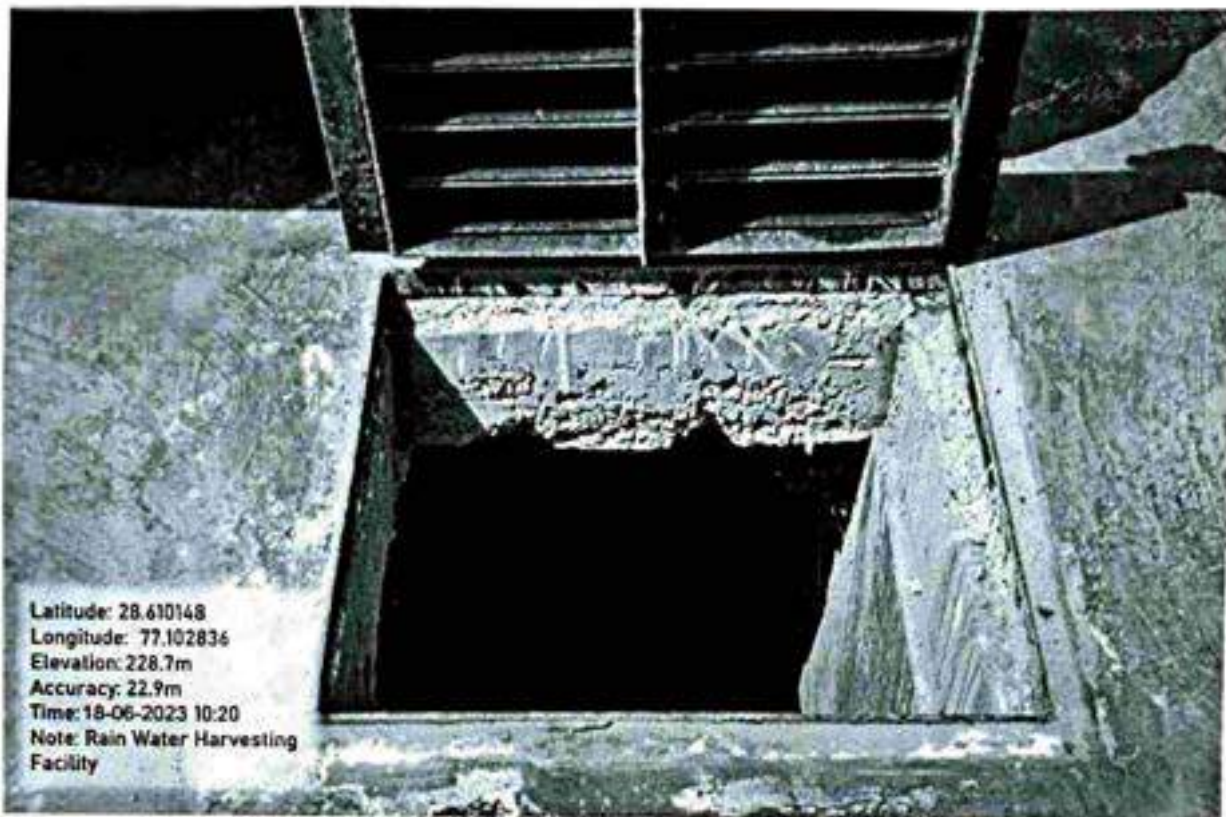
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Autopush taps for water saving

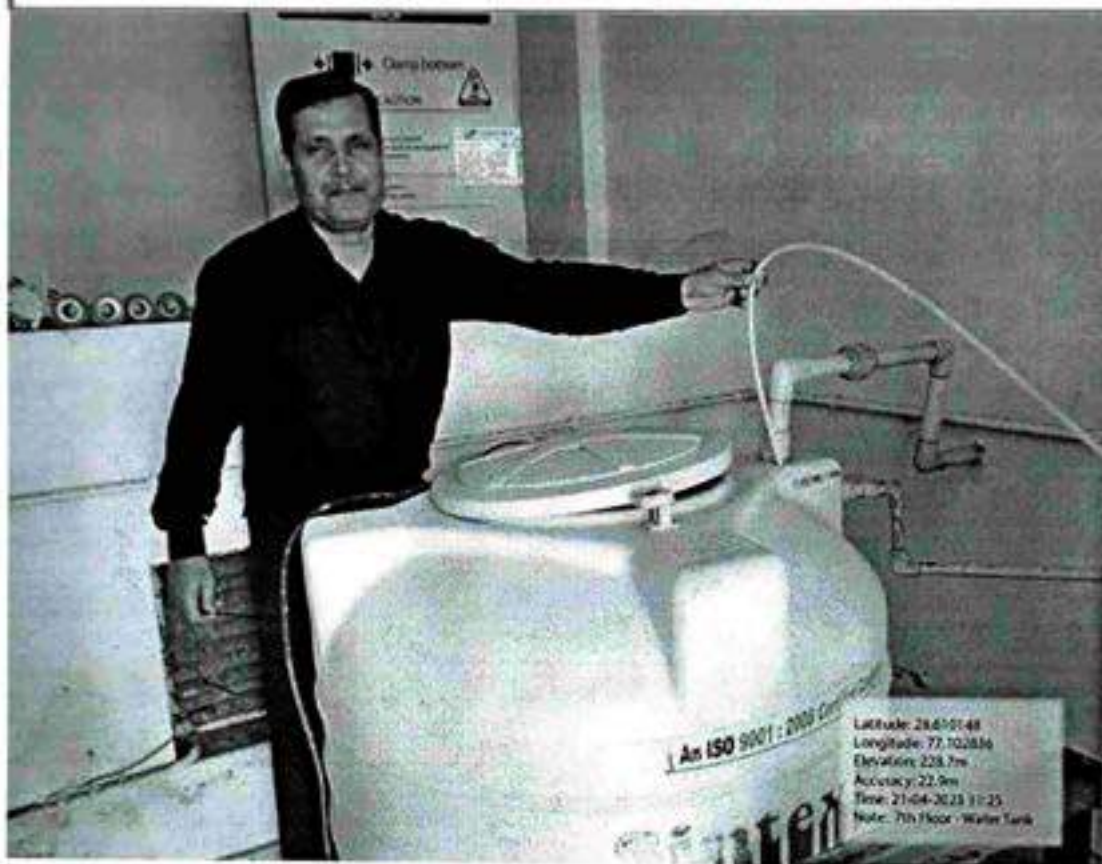


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Time: 21-04-2023 11:45
Note: Washroom





RO waste water collection

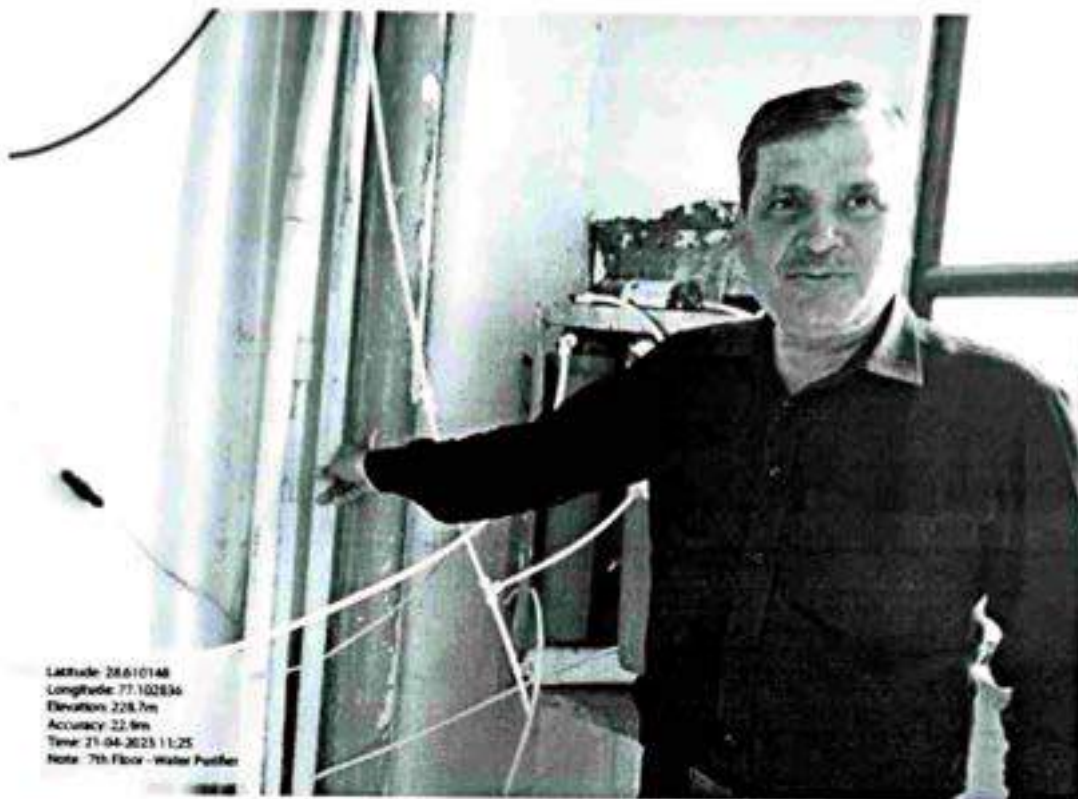


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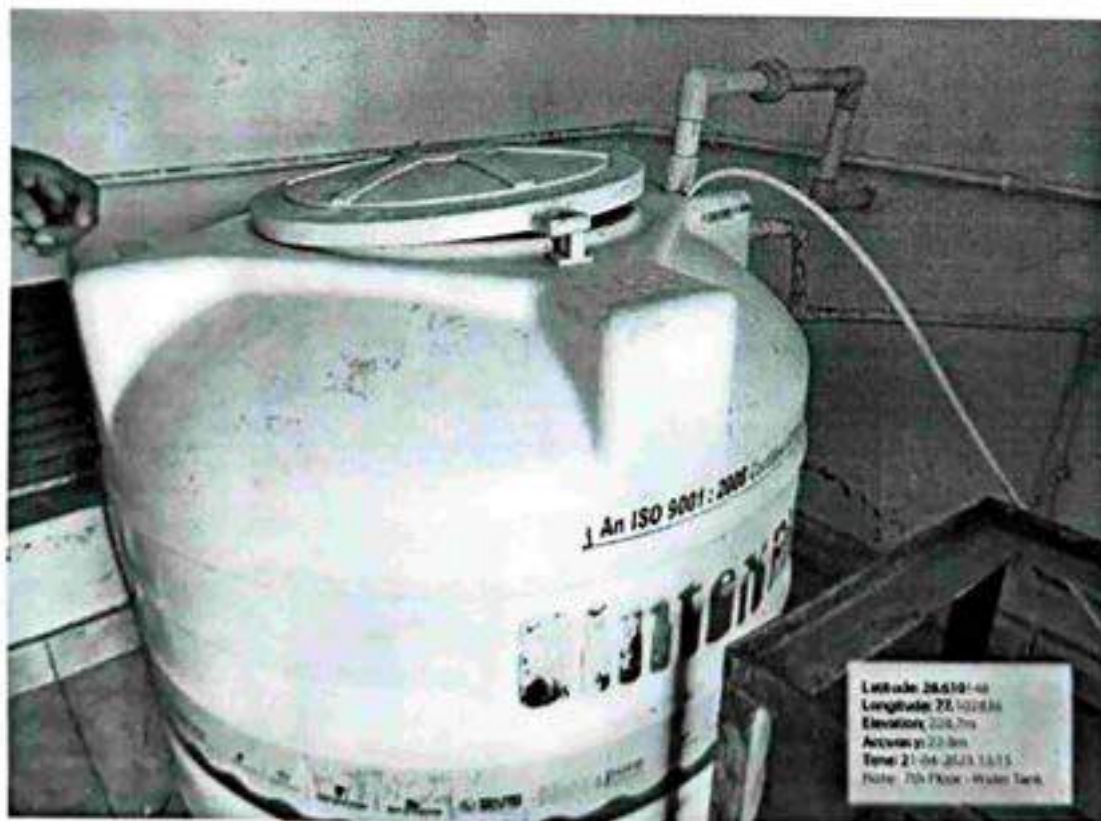
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Latitude: 28.61048
Longitude: 77.102836
Elevation: 228.7m
Accuracy: 22.9m
Time: 21-04-2023 11:25
Note: 7th Floor - Water Purifier



Latitude: 28.61048
Longitude: 77.102836
Elevation: 228.7m
Accuracy: 22.9m
Time: 21-04-2023 11:25
Note: 7th Floor - Water Tank



4. Green campus initiatives

The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping

4.1 Restricted Entry of Automobiles

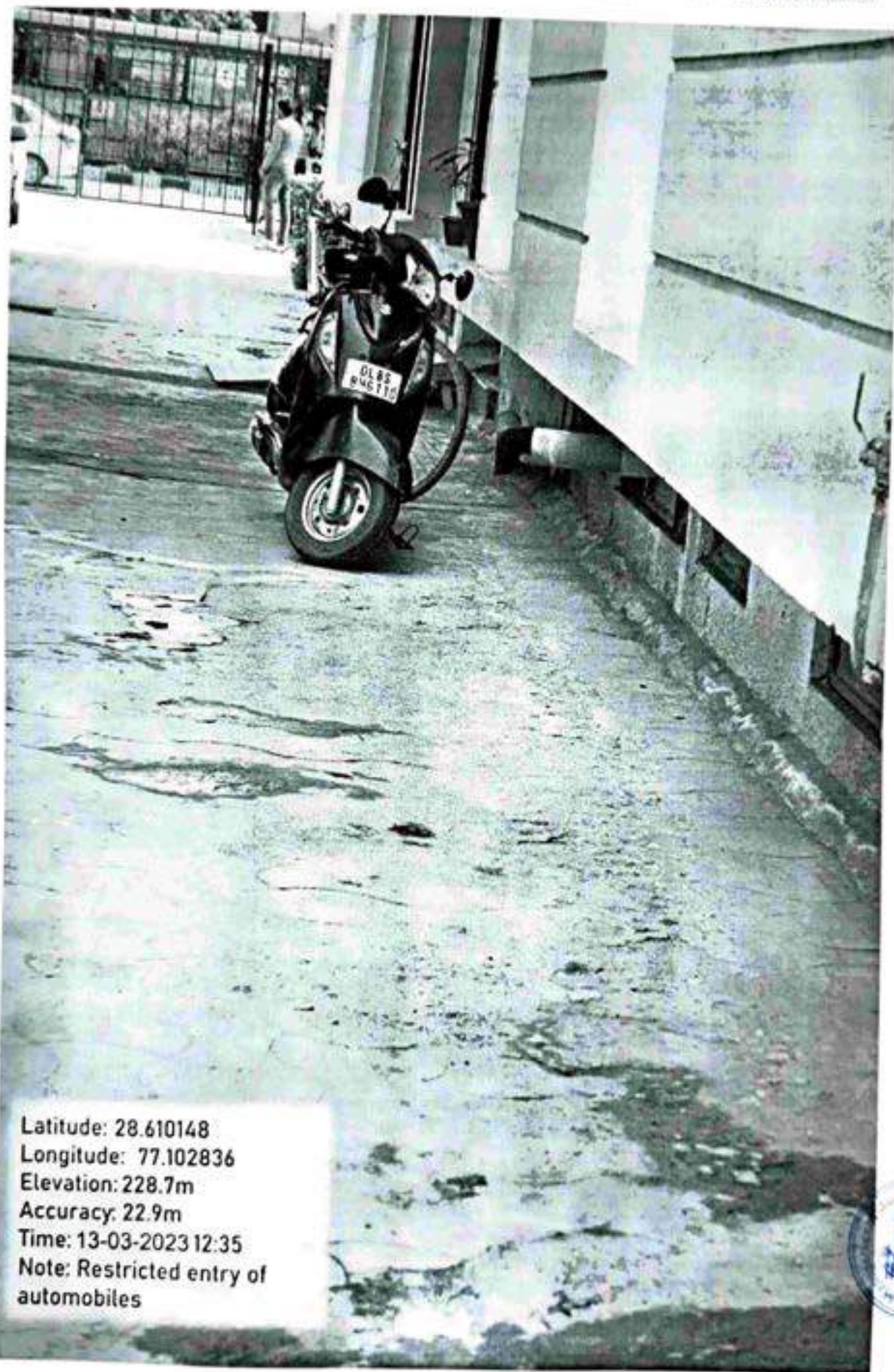


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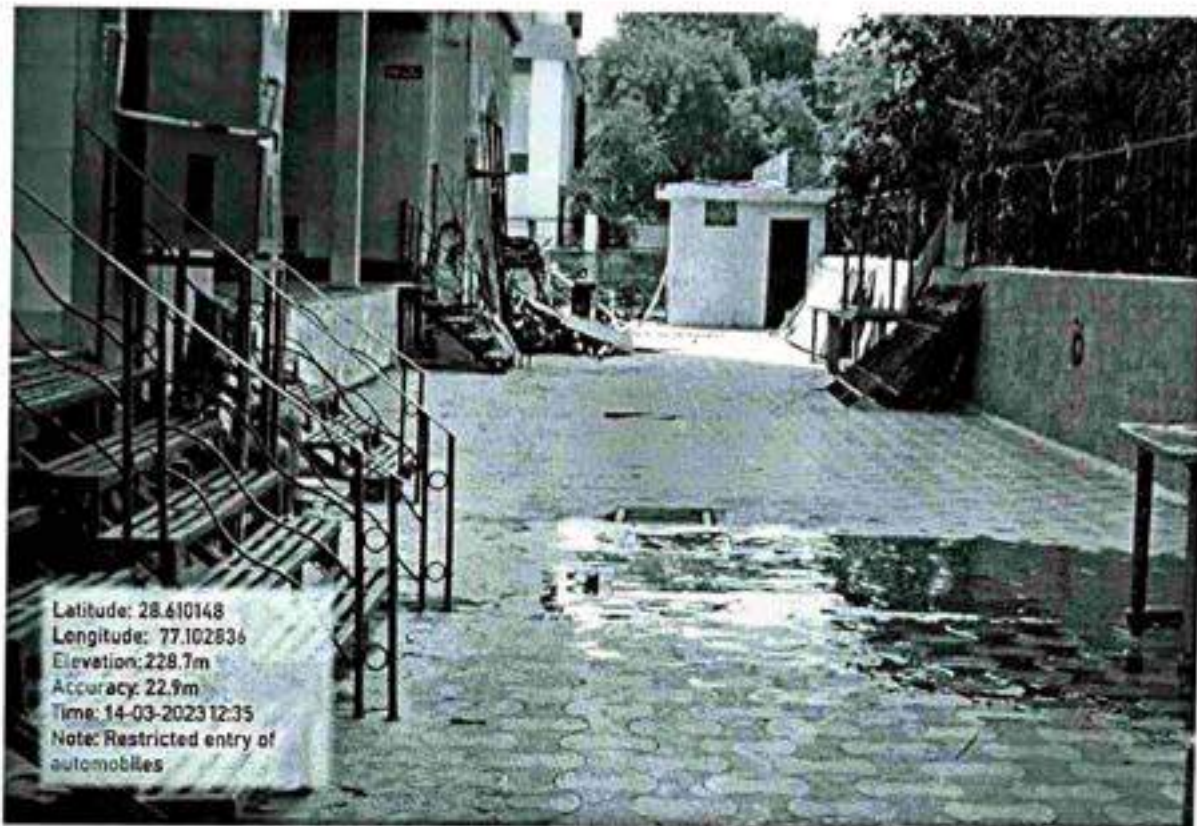
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Latitude: 28.610148
Longitude: 77.102836
Elevation: 228.7m
Accuracy: 22.9m
Time: 13-03-2023 12:35
Note: Restricted entry of
automobiles





2 Plastic Free Zone

World Environment Day is observed annually on June 05 to raise awareness about environmental protection and sustainability. This year, the theme of World Environment Day 2023 is "Beat Plastic Pollution," highlighting people's actions toward plastic pollution reduction. The day encourages individuals, governments, and international bodies to prioritize eco-friendly practices for a greener world and the protection of the environment. On this day Students of CSR club participated enthusiastically in Poster making competition to create awareness towards Plastic pollution reduction and environmental protection successfully. Besides this CSR club organized plantation derive as well.





CSR Club Aagaz
(NSS Unit)



Organizer

Poster Making Competition

on

World Environment Day

Monday, 5th June 2023 • 12 Noon Onwards
Venue: Auditorium • Theme: #BeatPlasticPollution

Rules:

- Individual participation is only allowed.
- Participants need to bring their own tools of drawing and sheet.
- Poster must be made on A3 size sheet.
- The poster needs to be in accordance with the theme.
- Time Limit will be 1 hour.

Faculty Coordinators:

Dr. Deepshikha Kalra, Ms. Sheela Narang Wadhwa,
Ms. Shweta Ahuja, Mr. Pawan Kishore Jha

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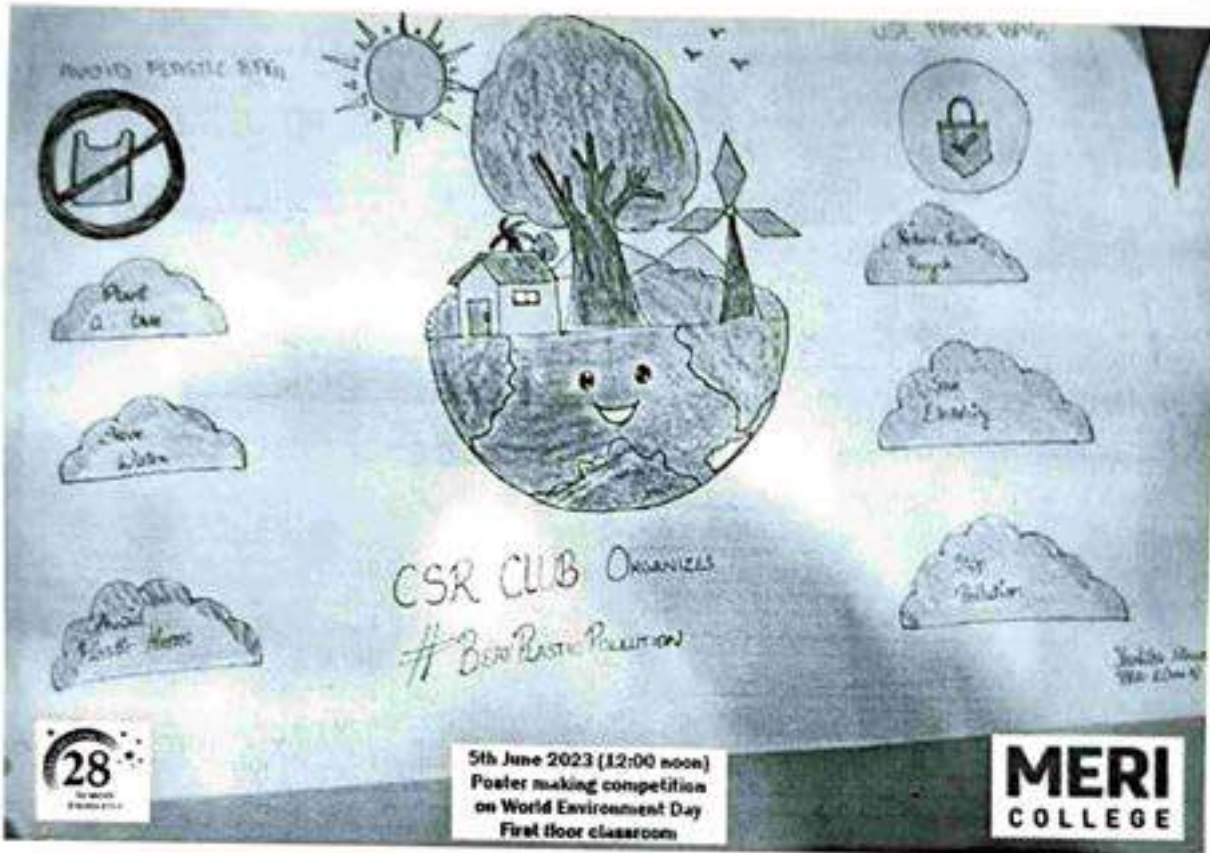
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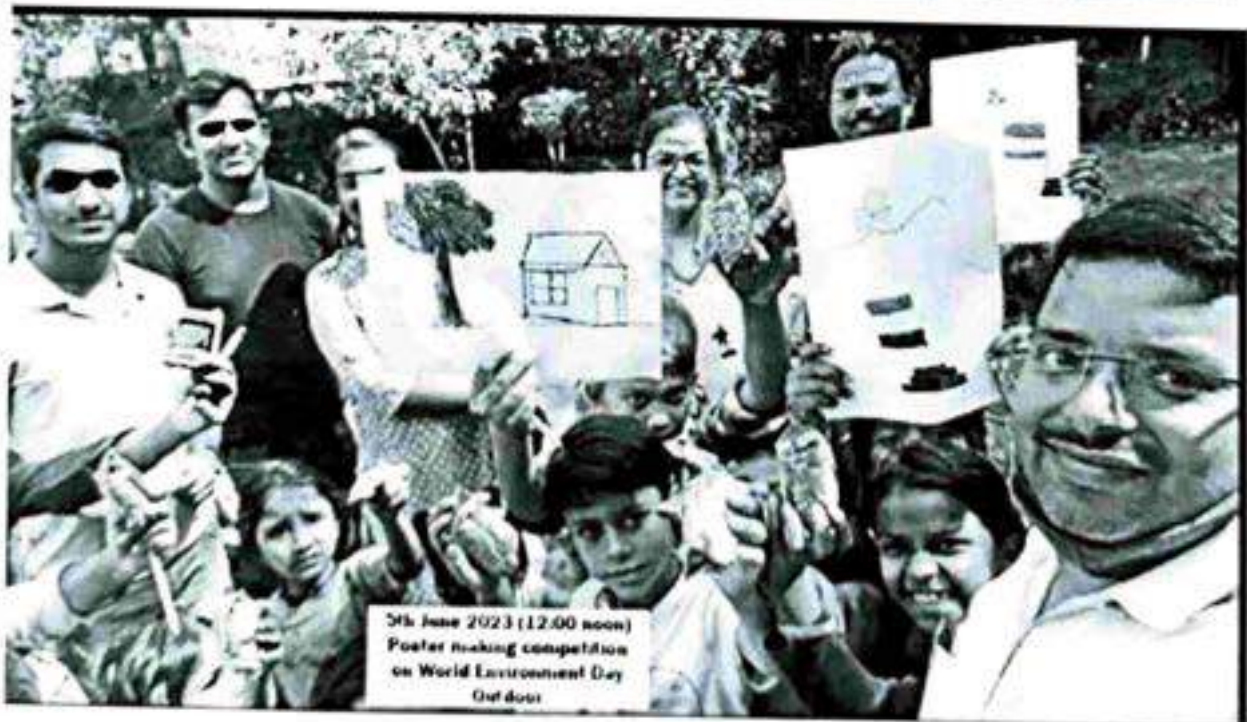
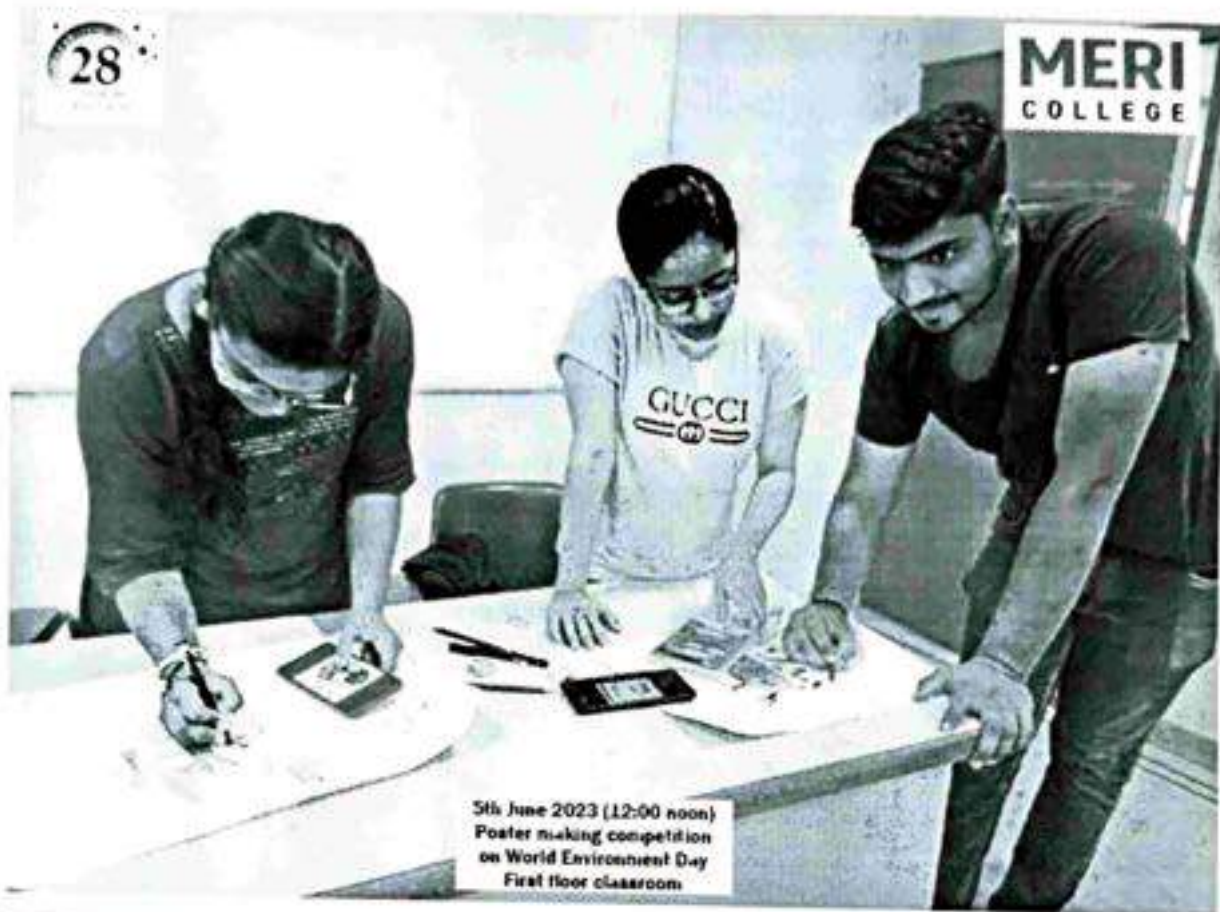
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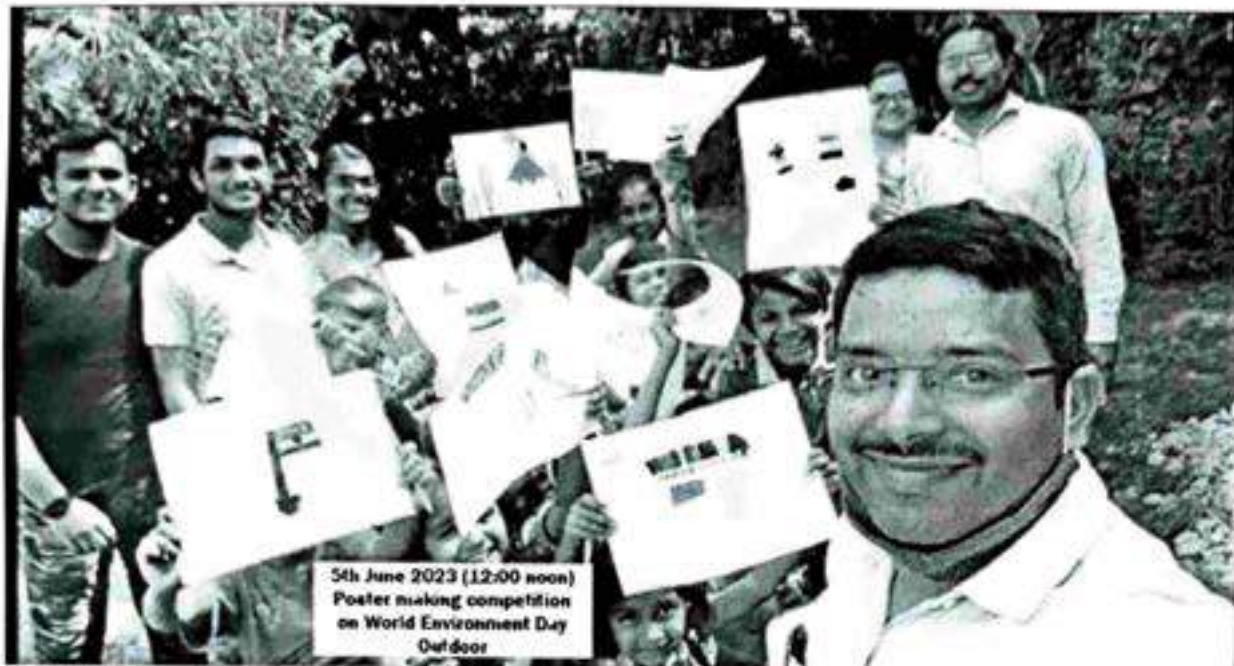
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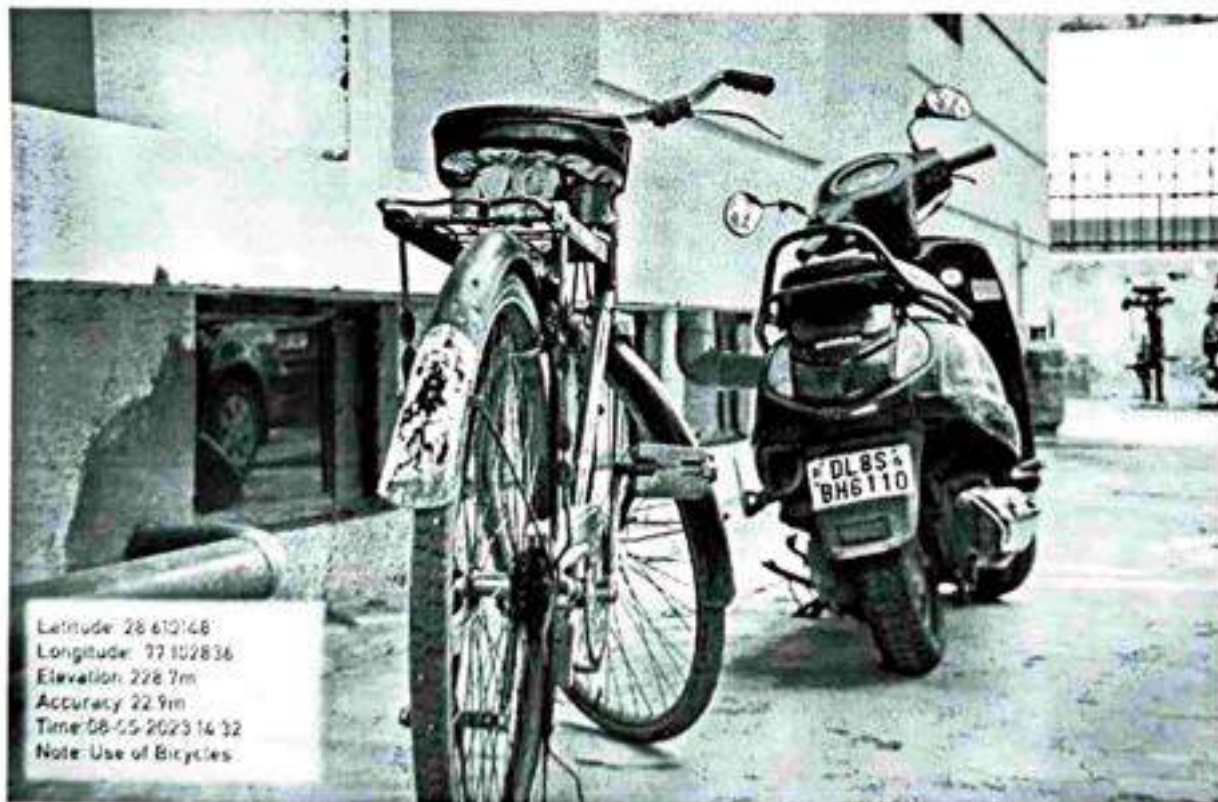
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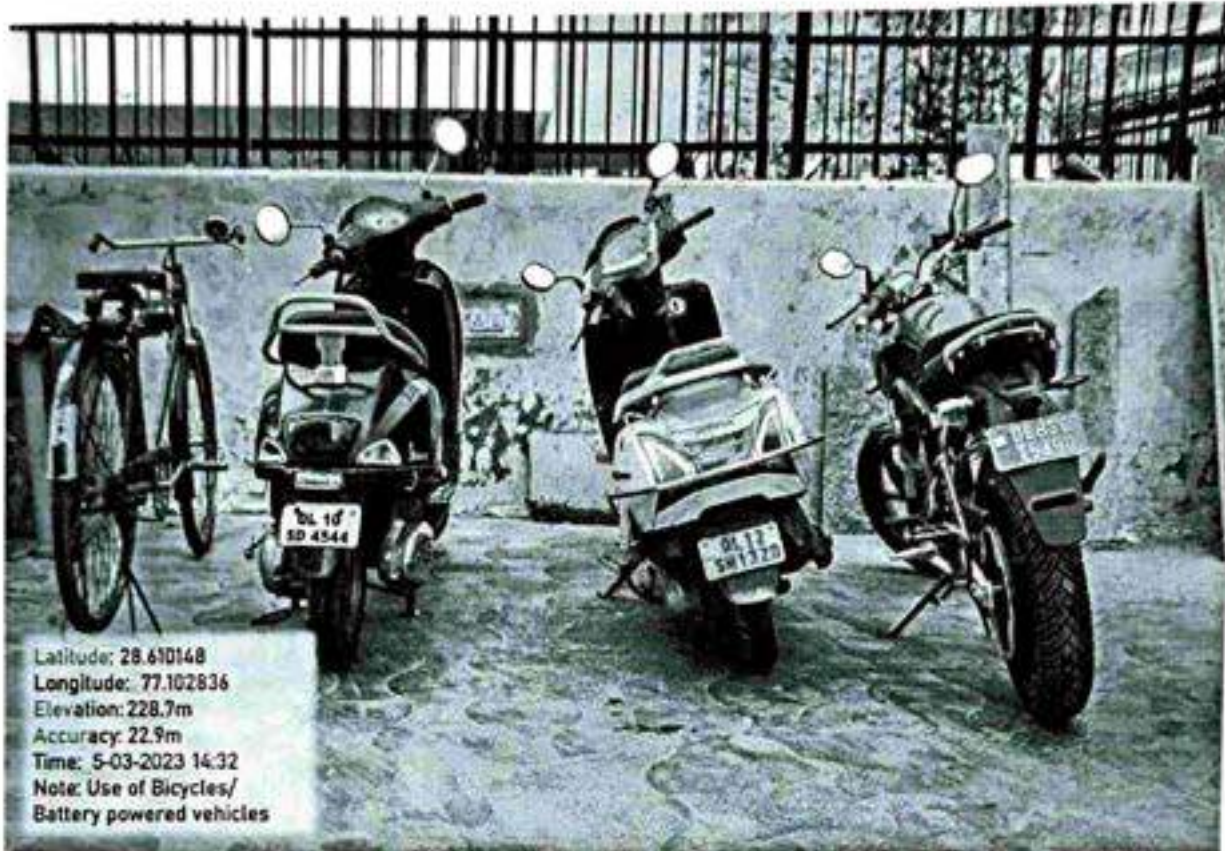
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3 Use of bicycles/ Battery-powered vehicles





4 Pedestrian-friendly pathways

5 Landscaping





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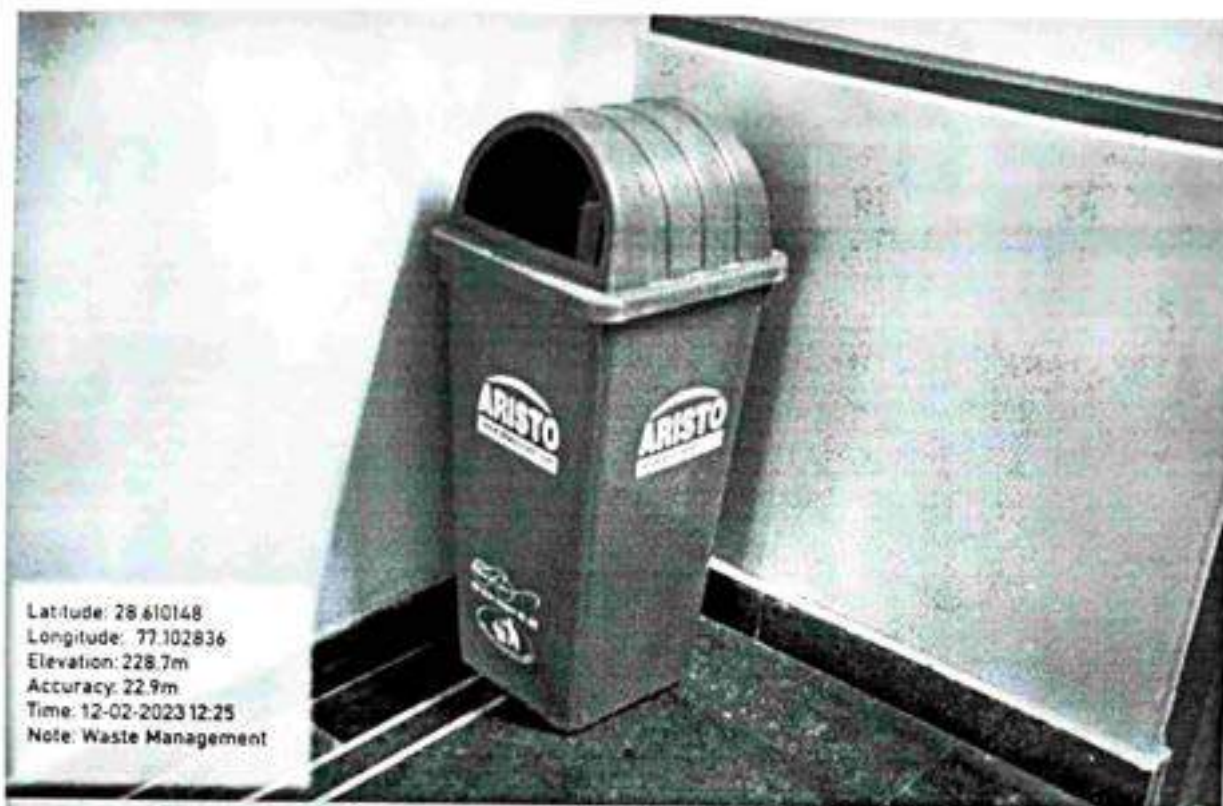
MANAGEMENT EDUCATION & RESEARCH INSTITUTE

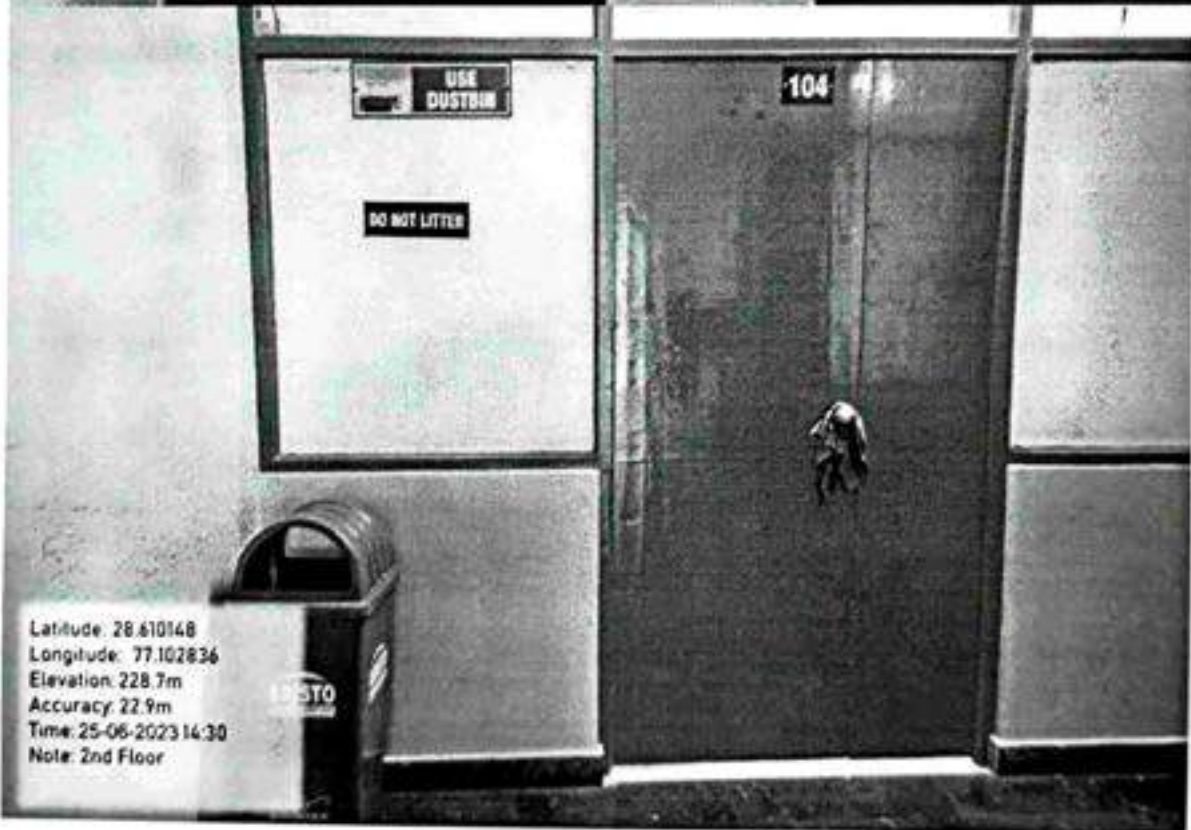
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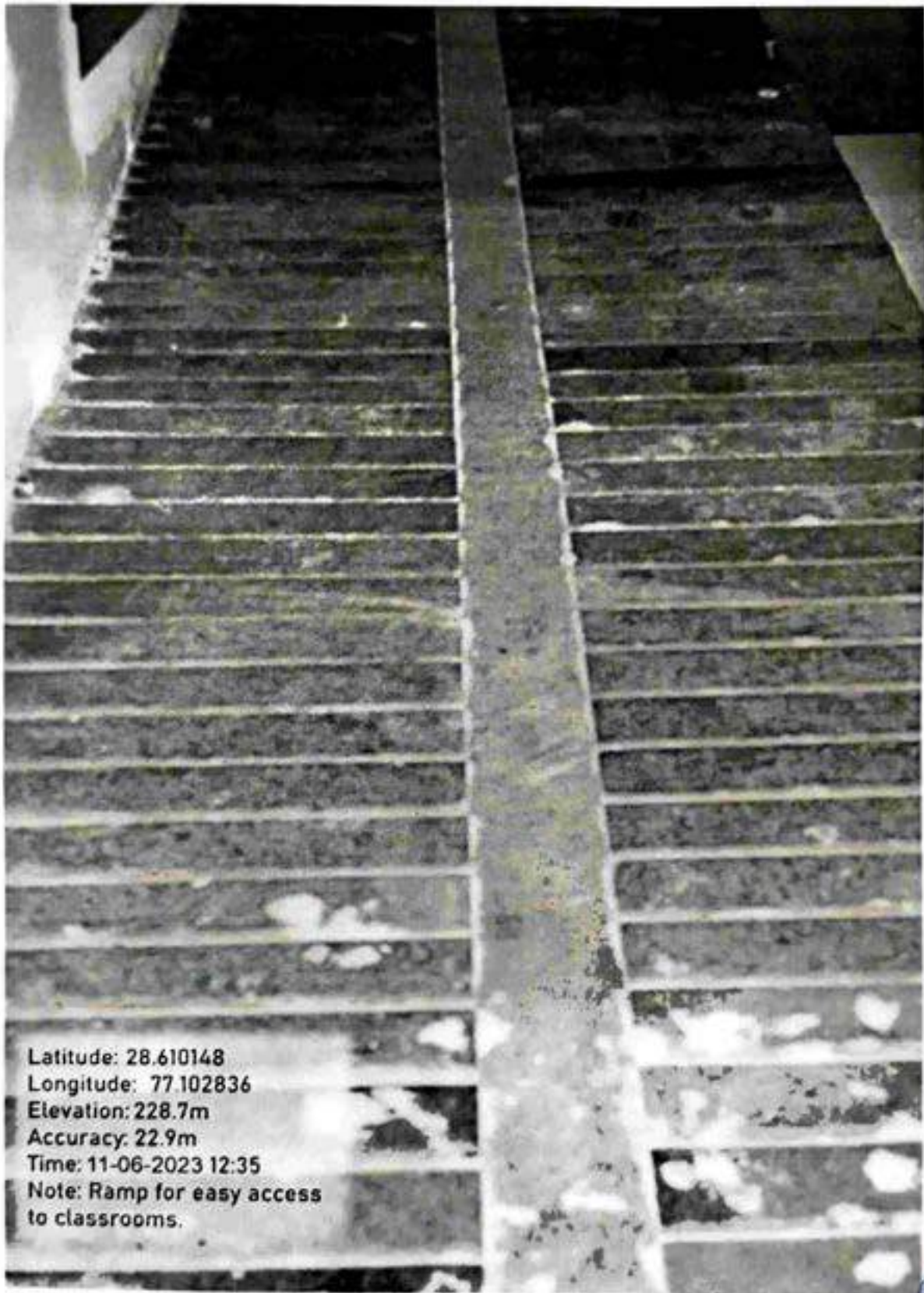
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5 Disabled-friendly, barrier free environment

1 RAMP





Latitude: 28.610148
Longitude: 77.102836
Elevation: 228.7m
Accuracy: 22.9m
Time: 11-06-2023 12:35
Note: Ramp for easy access
to classrooms.

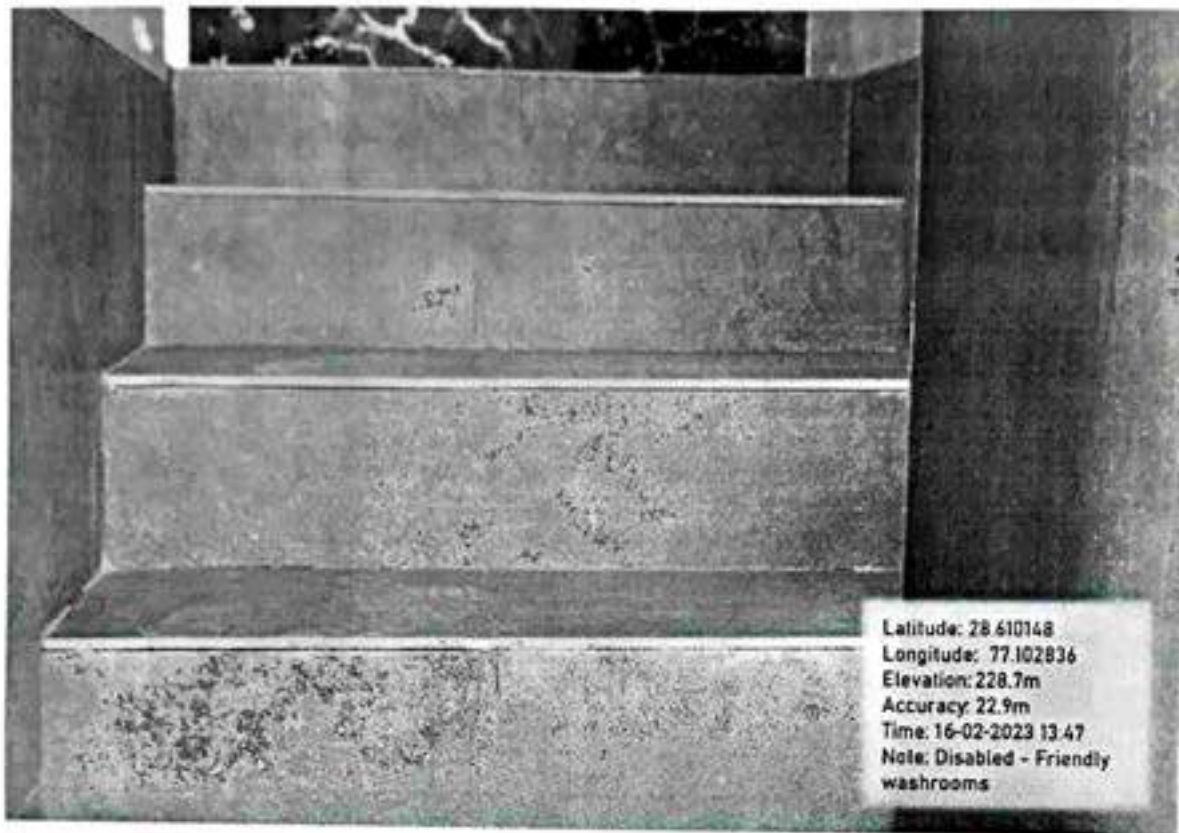
2.LIFT

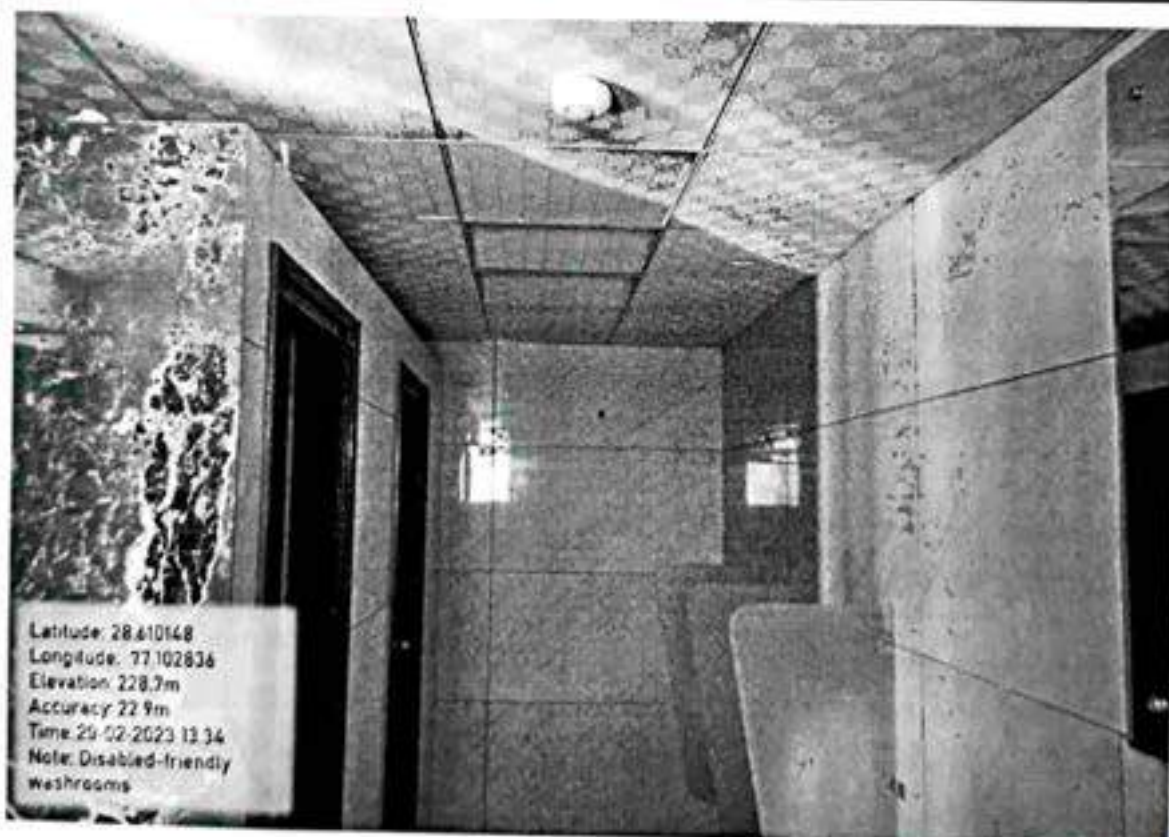
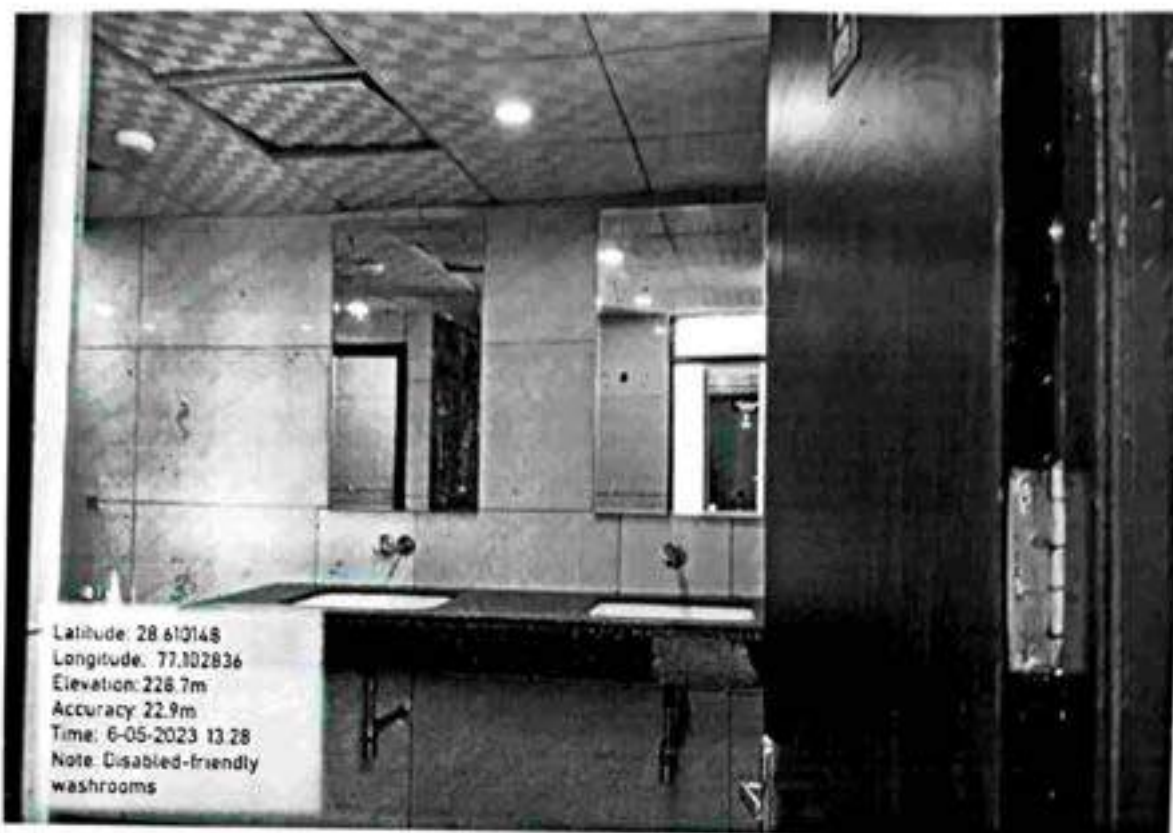




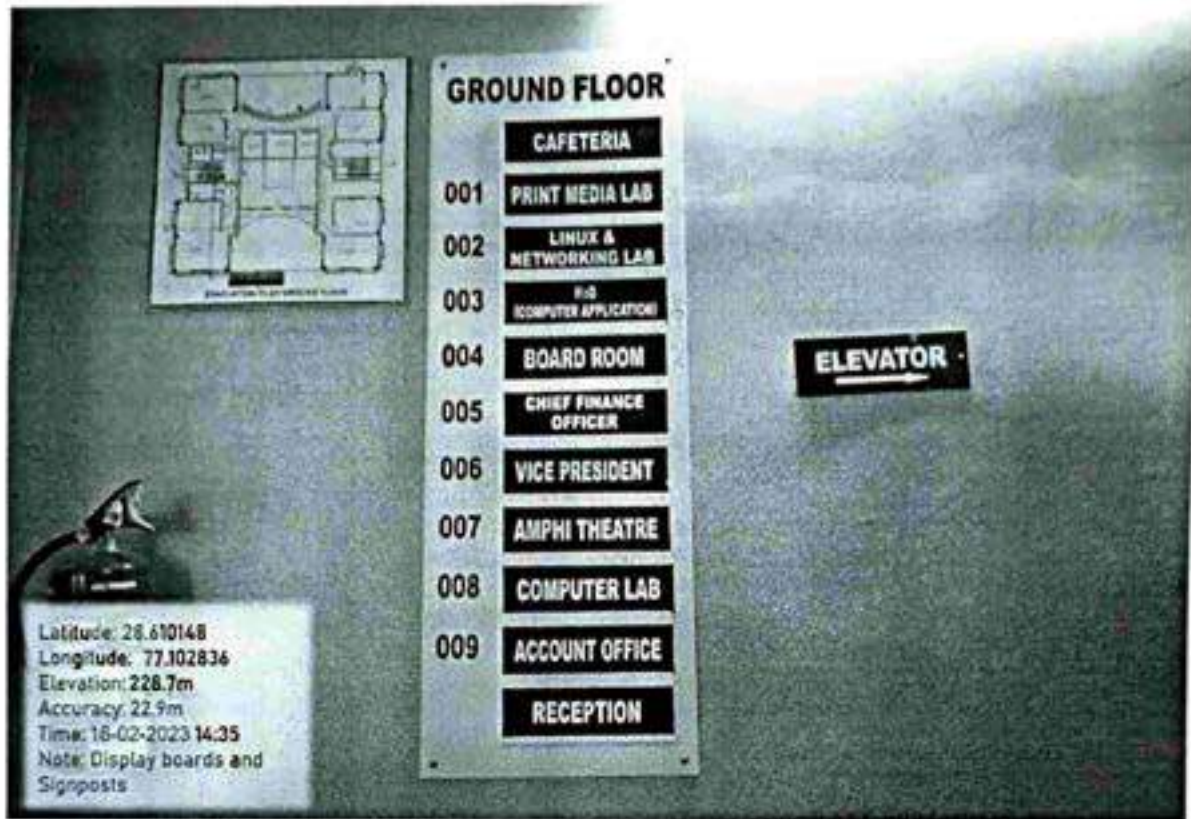
3 RESTROOM WITH ARRANGEMENTS FOR DISABILITIES





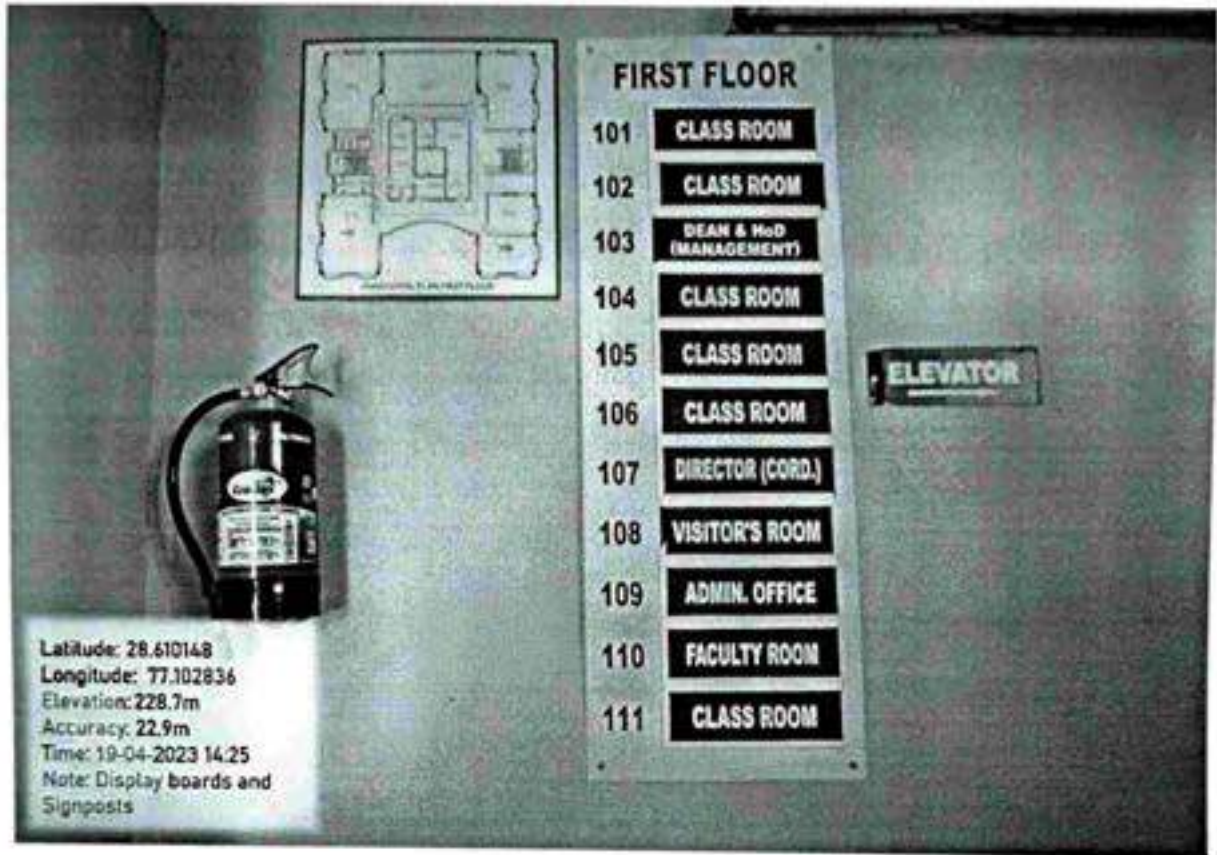


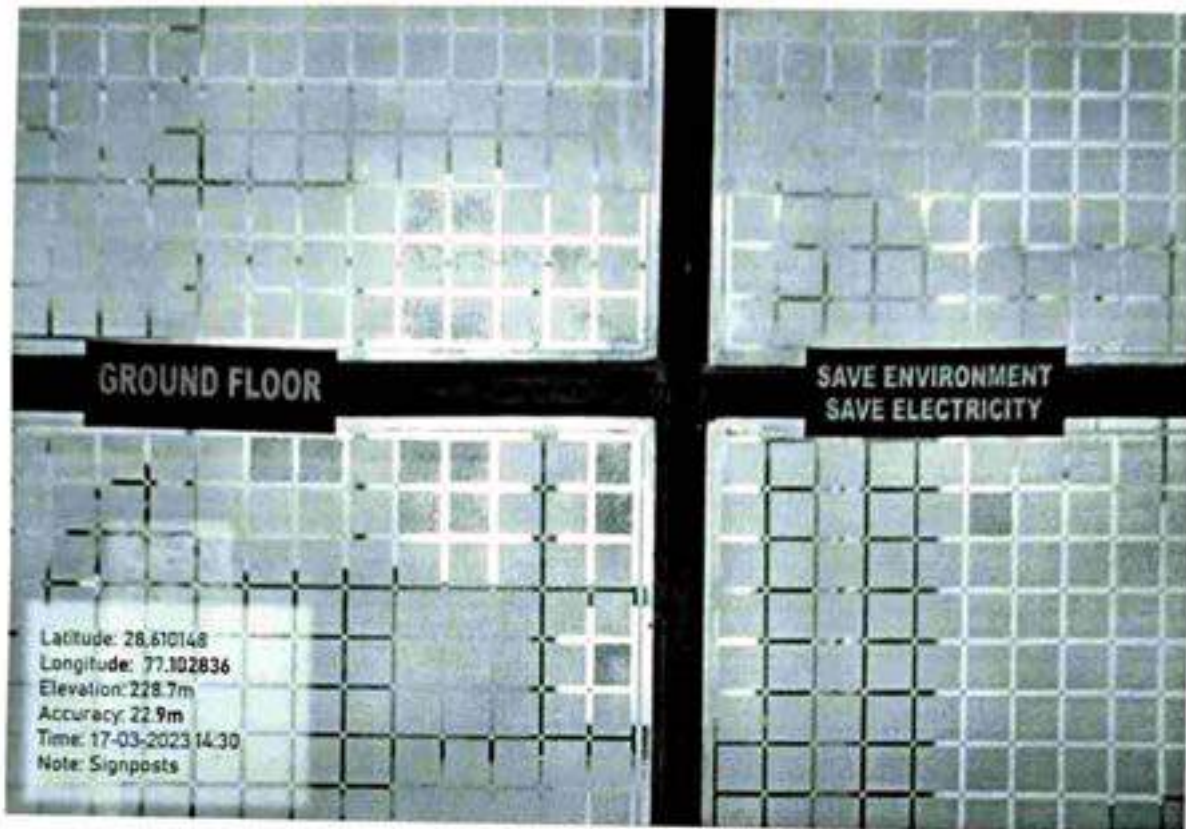
SIGN BOARDS





4 SIGN BOARDS





5 RECEPTION COUNTER & PERSONAL ASSISTANCE:



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Policy document Link: <https://naac.meri.edu.in/wp-content/uploads/2023/10/Policy-document-of-MERI.pdf>

Policy document of MERI

S.NO	Particulars	Page No.
1	Vision & Mission	2
2	About the Institute	2
3	Policy Objectives Of MERI	3
4	Academic Policy	4-7
5	Examination policy	8
6	Faculty Empowerment Strategies	8-9
7	Disability Policy	10
8	Code of conduct for students, teachers, administrators, and other staff and conducts periodic programme	10-15
9	Research Policy	15
10	Grievance Redressal Mechanism	15-17
11	Committee for Internal Complaint Committee	18
12	Green Campus, Energy Policy and Environment Policy	18-19



1. Vision & Mission

MISSION

- ✓ To create conducive environment where innovative ideas and research flourish
- ✓ To optimize use of latest pedagogy for knowledge transfer
- ✓ To transfer understanding of theoretical concepts into real life scenarios
- ✓ To impart training to student to become professionally committed, ethical professionals and entrepreneurs.

VISION

To excel in professional education and research to industry and society

2. About the Institute

Management Education Research Institute (Janakpuri Campus) is NAAC accredited, ISO 9001:2015 certified. MERI is A+ grade, premier institute with legacy of academic excellence for more than 28 years. MERI is affiliated to Guru Gobind Singh Indraprastha University, approved by AICTE, MHRD Government of India. The institute has created niche in the field of Management, Information Technology and Journalism. MBA, BBA, B. Com (H), BCA and BA(JMC) programmes are being offered in the institute. The institute has 28 international collaborations, with reputed Universities / Institutions covering international conferences,



students exchange, research and related academic activities. Management Education & Research Institute (MERI), Janakpuri, West Delhi has been established since. More so, we at MERI ensure an all-round personality development of our students, be it for their cognitive skills or an overall value-set development.

3. Policy objectives

Objectives of the Policy

1. Assuring that the buildings, toilets, libraries, etc are barrier free and accessible for all types of differently abled persons.
2. Adopting suitable medium and method of teaching for the differently abled students.
3. Ensuring inclusion and effectiveness in the participation of differently abled students in curricular, co-curricular and extra-curricular activities.
4. To create Inclusive Culture to avoid discrimination, exploitation and exclusion of Disable Students and Staff from all spheres of work and education.
5. To create suitable regulatory mechanism for effective delivery of services to Disable Students and Staff of affiliated colleges, recognized institutions and research centers.
6. To ensure implementation of all legislations with respect to persons with disabilities.
7. To provide accessible and inclusive education at affiliated colleges, recognized institutions and research centers
8. To ensure full participation of persons with disabilities and to provide them the equal opportunities for development.
9. To provide necessary budget allocation to achieve above objectives.

The terms used in the policy have meaning mentioned in chapter I of the rights of the persons with disability Act 2016.



4. Academic Policy

Providing access means making all the services, activities and the benefits thereof, fully available to qualified people with disabilities. The College should provide various provisions for creating a disabled-friendly campus. The management and faculty members should ensure appropriate/reasonable accommodations for each person with a disability, and be willing to resolve access problems. The campus should be barrier-free and accessible for persons with differently able.

The following principles of accessibility will be strictly observed:

1. All UG and PG programs and activities must be accessible.
2. To provide accessible textbooks and study material to all students with disabilities.
3. To ensure awareness programs for all the teachers and non-teaching staff regarding the issues of accessibility.
4. To ensure that web services are compliant with National and international accessibility standards and regulations such as Web Content Accessibility Guidelines WCAG with appropriate versions and Government of India Guidelines for Web accessibility.
5. The College will ensure the representation of all the types of disabilities listed in Rights of Persons with Disabilities 2016 and as per government regulations from time to time.

Comprehensive & Continuous Internal Evaluation System

As per the latest academic calendar declared by GGSIPU, the university is shifting to a continuous evaluation system. MERI will follow the following scheme for CCE

Formative Assessment – weightage 40%

Unit test- It will consist of Quizzes/ Crosswords/ Puzzles related to the unit . Unit tests will be conducted after completion of a unit. Total 4 unit tests will be there in a semester



Assignments– Graded assignments will be given for each unit. It will be a mix of case studies review of an article/ research paper, analysis of situations, simulations etc.

Powerpoint presentations– Each student is required to present a PPT on a relevant topic of the subject.

A strict academic schedule is adopted at MERI. The academic Calendar is prepared at the outset of every academic year and it is based on the one shared from the university. All academic related activities such as Seminars, conferences, workshops, guest lectures etc. are planned on semester wise basis. Apart from these academic activities, institute also conducts extracurricular activities such as club activities. At MERI various clubs such as e-cell, CSR club, Theatre club, music and dance club, fashion club, literary club etc. are there wherein students join as per their interests and inclinations. Every Saturday, club activities are organized that help the student break away from class room teaching routine and help them to develop psychomotor skills. Placement activities are conducted on monthly basis usually on Monday's or any other day of the week as per the availability of the facilitators. Accordingly, the classes scheduled for the day, are either postponed or preponed as per the contingency situation. The academic Calendar has the entire details of the proposed academic semester, to ensure the smooth conduct of all academic activities such as classes, events and other curriculum related activities, the entire academic calendar is put on the shared platform, wherein all the stakeholders have access to it. So, if an individual wishes to plan some activity, he/she can check about the availability of the date, time and space for the same from the shared document. The academic calendar for the year 2022-23 is as given here, this calendar is further divided by each department and each faculty or club in-charge than incorporates his or her club activities planned for the semester into it. If due to some unavoidable situation, a particular planned activity is not conducted on the said date than the same is rescheduled in consultation with HODs and dean. Club activities, are considered a part of activity calendar and the same is kept as a separate document and is integrated later with the academic

Academic & Activity Calendar July 2022- June 2023

S.no	Name of the activity	Date	Club	Coordinators
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calendar.



1	Create For Change, Cleanest	2nd July 2022	CSR Club	Dr. Deepshikha Kalra, Ms. Shweta Ahuja, Mr Amit v Hans, Mr. Rakesh Kumar, Ms Sheela Narang
2	Group Discussion	5th July, 2022	WOW Literary Club	Dr. Shikha Gupta, Ms. Deepti Kapoor & Dr. Pooja Singh Negi
3	Cleanliness Drive in Jagwantri garden, Janakpuri	9th July 2022	CSR Club	Dr. Deepshikha Kalra, Ms. Shweta Ahuja, Mr Amit v Hans, Mr Rakesh Kumar, Ms Sheela Narang
4	Animal Welfare awareness Drive	25th July 2022	CSR CLUB	Dr. Deepshikha Kalra, Ms. Shweta Ahuja, Mr Amit v Hans, Mr Rakesh Kumar, Ms Sheela Narang
5	Plantation Drive' To celebrate 'Aazadi ka Amrit mahotsav' on completing 75 years of Independence in college campus	13th August 2022	CSR CLUB	Dr. Deepshikha Kalra, Ms. Shweta Ahuja, Mr Amit v Hans, Mr Rakesh Kumar, Ms Sheela Narang
6	Jashn-e-Azadi	14th August 2022	Cultural Club	Ms. Nivedita, Ms. Monika and Ms. Shubhangini
7	Teacher's Day	5th September 2022	Cultural Club	Ms. Nivedita, Ms. Monika and Ms. Shubhangini
8	Odd Semester (as per University Calender)	As per University Calendar		
9	Ganesh Utsav	25th September 2022	Cultural Club	Ms. Nivedita, Ms. Monika and Ms. Shubhangini
10	Book Launch 2022	27th September, 2022	WOW Literary Club	Dr. Shikha Gupta, Ms. Deepti Kapoor & Dr. Pooja Singh Negi
12	Live Projects	29th September 2023		
13	Summer Training Report Assessment	10th October 2022		
14	Talent Hunt 2022	28-31st october, 2022	Cultural Club	Ms. Nivedita, Ms. Monika, Ms. Ankita and Ms. Shubhangini, Ms. Preeti



15	Diwali Celebrations	21-22nd October, 2022	Cultural Club	Ms. Nivedita, Ms.Monika, Ms. Ankita and Ms. Shubhangini, Ms. Preeti
16	Workshop	October 2022	MERI Startup Hub	Prof Dr Anjali Nigam
17	Splice 2022	12th November 2022	Cultural Club	Ms. Nivedita, Ms.Monika, Ms. Ankita and Ms. Shubhangini, Ms. Preeti
18	Forbidden 2022	19th November, 2022	WOW Literary Club	Dr. Shikha Gupta, Ms. Deepti Kapoor & Dr. Pooja Singh Negi
19	MERI Startup Hub	November 2022	MERI Startup Hub	Prof Dr Anjali Nigam
20	Fashionista 2022	Dec 2022	La Finura Fashion Society	Ms. Swati Chawla, Ms. Nivedita Sharma & Ms Stuti Narula Markan
19	MERI Startup Hub Acceleration Program	1st December 2022	MERI Startup Hub	Prof Dr Anjali Nigam
20	E-Rupee Seminar: A step towards digital transformation	17th December 2022	Finance Club	Mr. Ishwar Singh and CMA Ajay Jain
21	Christmas Celebrations	24th December 2022	Cultural Club	Ms. Nivedita, Ms.Monika, Ms. Ankita and Ms. Shubhangini, Ms. Preeti
22	New Year Celebrations	31st December 2022	Cultural Club	Ms. Nivedita, Ms.Monika, Ms. Ankita and Ms. Shubhangini, Ms. Preeti
23	MERI Startup Hub Acceleration Program	Janury 2023	MERI Startup Hub	Prof Dr Anjali Nigam
24	Panache 2023	1st January 2023	La Finura Fashion Society	Ms. Swati Chawla, Ms. Nivedita Sharma & Ms Stuti Narula Markan



25	10 week Pre Incubation Program MERI Startup Hub	1st February 2023-02-2023	MERI Startup Hub	Prof Dr Anjali Nigam
26	Even Sem (as per University Calender)	20th February to 23rd June 2023		
27	10 week Pre Incubation Program MERI Startup Hub	1st March 2023	MERI Startup Hub	Prof Dr Anjali Nigam
28	Anugoonj Prelims	23rd Feb to 25th Feb 2023		
29	10 week Pre Incubation Program MERI Startup Hub	1st March 2023	MERI Startup Hub	Prof Dr Anjali Nigam
30	Anugoonj	2nd March to 4th March 2023	Cultural Club	Ms. Nivedita, Ms.Monika, Ms. Ankita and Ms. Shubhangini, Ms. Preeti
31	FDP	2nd March to 7th March 2023	FDP Team	Dr. Deepshikha, Ms sheela Narang, Dr. Meenakshi
32	Placement Preparation MBA	13th March to 20th March 2023	Training and Placement Cell	Mr. K. K. Sharma and
33	Sports Meet	10th March to 11th March 2023	Sports Club	Dr. Sumit Chauhan and Mr. Ishwar Singh
34	Case Study Competition	17th March to 18th March	Litrary Club	Mr. Pawan Kishore Jha and Mr. Ishwar Singh
35	Pratibimb * La Kermesse 2023	31 March to 1st April 2023	Cultural Club	Ms. Nivedita, Ms.Monika, Ms. Ankita and Ms. Shubhangini, Ms. Preeti
36	10 week Pre Incubation Program MERI Startup Hub	1st April 2023	MERI Startup Hub	Prof Dr Anjali Nigam
37	Midterm Examination	15th May 2023		
38	Preparatory Leave	26th May 2023		
39	End Term Examination	3rd July 2023	Examination Committee	

5. Examination Policy



MERI will make reasonable changes in the educational plan and assessment framework to meet the particular needs of students with disabilities. Sensible convenience will be made to meet the necessities of the considerable number of Students with disabilities. The guidelines and regulations has been issued by the examination department for use scribe in exams.

Considering the various functions and activities of the unit, required supporting staff shall be provided by university

The unit shall work in the coordination with expert committee for persons with disabilities, for implementation of university policy for persons with disabilities.

The major functions of the resource centre or Enabling Unit will be as follows:

- Providing counselling for the students with disabilities on the types of courses they can study at the higher education.
- Ensuring the admission of as many students with disabilities as possible through the open quota.
- Collection of orders dealing with fee concessions, examination procedures, reservation policies, etc., referring to persons with disabilities as per the government policies from time to time.
- Assessing the educational needs of persons with disabilities enrolled in the higher education.
- Conducting awareness programs for teachers about the approaches to teaching, evaluation procedures, etc., which they should adapt in the case of students with disability.
- Providing support to the students with disability and assist them in getting appropriate employment after their studies.
- Conducting regular Remedial Coaching Classes for persons with disabilities.

6. Faculty Empowerment Strategies

The success of any educational institution depends on the quality of its staff- both teaching and non-teaching that together they play a significant role and are the backbone of the institution. The institution strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and



other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education together with all amendments made therein from time to time, for its teaching and non-teaching staff. The performance of each employee is assessed annually after completion of one year of service. The objective is not only to evaluate the performance as per benchmarks, but also to identify potential areas for improvement that can eventually lead to further progress and growth of the employee. The performance for non-teaching staff members are assessed under various parameters such as Conduct and Character, Departmental Abilities, Ability to do hard work, Discipline, Reliability, Relations with superiors, subordinates, colleagues, and students, efficient organization of documents and technical skills.

The performance appraisal is undertaken with the following objectives:-

- To assist employees to reflect about their potential and to carry out their duties more effectively.
- To provide judgment to support promotions, demotions, transfers, confirmation or termination.
- To provide feedback to staff about their behaviour, attitudes, skills or subject-expertise.
- To recognize the achievements of employees and help them to identify ways of improving their knowledge, skills, attitudes and ultimately performance.
- To assist employees in their professional development and career planning.

Institution has a well-defined system for performance appraisal involving following processes:-

1. Every member of the organization submits a well-structured appraisal form covering dimensions including:-

- General information (Designation, Qualification, DOJ, etc.), Quality of Work, Supervisory Support, Positions of Responsibility
- Initiatives undertaken for students' growth & Institutional welfare such as seminars, workshops, training programmes, placement assistance, etc.
- Research Publications and participation in developmental programmes such as conferences, seminars,



workshops, etc (applicable only for teaching staff).

- Future potential such as goals for self-growth and improvement areas.

2. The appraisal form is further reviewed by HoD on following parameters:-

- Faculty feedback taken from students and peers through a structured questionnaire.
- Quality of work and discharge of assigned duties
- Attitude and interpersonal skills

7. Disability Policy

Enabling Units for persons with disabilities:

MERI has established a resource center for comprehensive education for people with disabilities in the College campus. This center will be enabling Units for persons with disabilities. The enabling unit will be integrated by a coordinator who will be nominated by the Principal. A counsellor-cum-placement officer shall be appointed for the unit amongst the faculty members of the Campus. Considering the various functions and activities of the unit, required supporting staff shall be provided by College. The unit shall work in coordination with the expert committee for persons with disabilities, for the implementation of university policy for persons with disabilities.

The major functions of the resource center or Enabling Unit will be as follows:

1. Providing counselling for the students with disabilities on the types of courses they can study at the higher education.
2. Ensuring the admission of as many students with disabilities as possible through the open quota.
3. Collection of orders dealing with fee concessions, examination procedures, reservation policies, etc., referring to persons with disabilities as per the government policies from time to time
4. Assessing the educational needs of persons with disabilities enrolled in the higher education.
5. Conducting awareness programs for teachers about the approaches to teaching, evaluation



procedures, etc, which they should adapt in the case of students with disability.

6. Providing support to the students with disability and assist them in getting appropriate employment after their studies.
 7. Conducting regular Remedial Coaching Classes for persons with disabilities.
8. **Code of conduct for students, teachers, administrators, and other staff and conducts periodic programme**

Code of Ethics for Students

Discipline

VP sir, Dean madam, and all other teaching staff request the assistance of the students and their parents in establishing and preserving a climate that is supportive of intellectual and cultural growth as well as in sustaining the institution's traditions. Students are especially encouraged to work with their elected Class Representative to uphold the regulations surrounding punishment in their own self-interest.

A Code of Conduct in Classroom and College Premises: DO's and DON'T'S for Students

- I. Students must be prompt and consistent in attending classes, mid-terms, and end-term examinations. The code of conduct will be broken if students don't meet the required attendance rate, don't turn in their assignments, or skip tests or exams without a valid reason.
- II. Students must arrive at college properly attired and maintain decorum.
- III. Students are required to wear and clearly display their identity cards, and they must always have them with them while on campus during class hours.
- IV. During class hours, students are not permitted to stand about the college's verandas or hallways.
- V. Use of Mobile Phones during class hours is prohibited and is liable for punishment.
- VI. Students are completely forbidden to use tobacco products, pan masala, chew them, spit them out, drink alcohol, or use narcotic narcotics on college property. Discipline will be taken if this rule is broken. Please follow the no-smoking policy on college property.



- VII. The notices posted on the notice board, both online and offline, should be carefully followed by students. If notices on the board are disregarded, no justification will be taken into account.
- VIII. Students are required to be courteous both within and outside of the College toward all staff members, teaching and non-teaching, as well as toward their fellow students. Students are not allowed to harm the institution's reputation by their actions or behaviour.
- IX. Students are forbidden from misusing or interfering with college computers or library resources.
- X. Girls only have access to the Girl's Common Room.
- XI. A student is not allowed to commit or create a breach of the peace on the college campus or in the neighborhood.
- XII. Ragging is absolutely forbidden in all forms. Those who disregard this guideline will face disciplinary action. All students and parents are required to sign an affidavit under the MERI Institute pro forma regarding ragging.

B. Code of Conduct for Academic Integrity

Academic integrity refers to setting up values uphold and putting those values into MERI by being honest in the academic work you do on campus. The institution's code of conduct, which all students are required to follow, includes the fundamentals of academic integrity. The prestige of the institution and the worth of the degree given to the students are both called into doubt when this code is broken. It should be the duty of every student at the institution to maintain the highest standards of academic honesty.

We, students of MERI, are a proud community with a long tradition. We pledge to honor that tradition and ourselves by academic and professional conduct that conforms to the highest standards of integrity. We will follow the golden principles:

HONESTY:

- We pledge to deal truthfully and fairly with all others and abide by policies and abide by the University and MERI's policies on academic conduct.



RESPECT:

- We pledge to respect the diverse perspectives and accomplishments of others because personal and cultural variations among people enrich us and society.
- We pledge to respect and care for our facilities and surroundings.

INTEGRITY:

- We pledge to act with integrity and avoid situations that would encourage unethical behaviors.

C. CODE OF ETHICS TO CHECK MALPRACTICES AND PLAGIARISM IN RESEARCH**MANAGEMENT EDUCATION AND RESEARCH INSTITUTE**

MERI holds that our profession as scholars and faculty members entails an unqualified commitment to the pursuit of truth, an abiding dedication to the promotion of the public good, and a sustained interest in mentoring students and fellow researchers. Alongside our efforts to maintain the ideals of scholarly integrity and academic freedom, we adopt certain principles to ensure ethics and to keep a check on malpractices in research:

I. The Principle of Integrity and Honesty - As a research institute, we seek to preserve, extend, and communicate truth. To ensure this we follow the following policies: Competence in the conduct of research, Accuracy of research data and reports, Acknowledgment of sources of data/information or other contribution to the research, Openness and responsibility in the conduct and presentation of research, Safeguarding the integrity of the profession

II. The Principle of Justice and Fairness - As a research institute, we promote justice among the formation of scholars, professionals, students, and the community. We recognize that research is a collaborative effort in which we contribute to the knowledge in our discipline by sharing our resources and



expertise, and utilizing and building on others'. It is therefore vital that we treat our peers, colleagues, students, benefactors, and research participants justly and fairly.

To ensure this we follow the following policies: **Extension of due regard and collegiality towards fellow researchers, Credit of others' contribution, resources, and materials utilized in research, Recognition of intellectual property rights (i.e., copyright, patents) ***

III. The Principle of Safety and Beneficence - Because we are scholars with extensive expertise in our fields, and who strive to contribute to human and national development, we must ensure the concept of safety and beneficence. To ensure this we follow the following policies: **Responsible dissemination of scientific knowledge to the public, Safe and responsible conduct of research, Promotion of the interests of the community**

IV. The Principle of Respect for Human Rights and Dignity- In our research undertakings, we are in a position to direct or influence the behavior and attitudes of those who participate in and utilize our research. To ensure this we follow the following policies: **Extension of equal treatment and respect towards research participants and consumers, Humane and respectful treatment of human participants in research, Guarding participants' confidentiality and autonomy rights.**

V. The Plagiarism Check of every in-bound and out-bound research work- To ensure authenticity of any research work it is important to check it for presence of plagiarism. To ensure this we follow the following policies: Every research paper/article/work of academic incline, is passed through rigorous check for presence of plagiarism in it. If the % of Plagiarism in a given articles is found to be more than 20%, it is rejected on the grounds of Plagiarism failure and the same is neither accepted for publication in our journals nor is sent for publication elsewhere. To ensure justice and equity we also go through a detailed analysis of the similarity index report of the articles. If the same is found to be less than one percent for a specific source than the author is advised to revise their paper and re-send it for re consideration. Once the Plagiarism check is cleared than the article is sent for blind review to two referees so as to find its applicability and acceptability in the selected domain.



We all at MERI are bound to follow the principles set in above to the best of our knowledge and ability.

CODE of Business Ethics: Faculty & Management

MERI CREDO

MERI moral compass is engrained in credo. It incorporates sublime values and ethics. We strive to meet the highest standards of professional competence for organizational success.

We are committed to excellence. We constantly endeavor to pursue excellence by increasing proficiency in all areas of responsibility.

We are law abiding and follow all the regulations and compliances with utmost regards.

We are reliable and credible in all our actions. We are competent and consistent in all decision making. We foster fairness and firmness in thoughts and actions

We follow ethical leadership. We strive to create an environment in which principled reasoning and ethical behaviour are highly prized.

We are caring, compassionate, benevolent and kind. We respect human, dignity, autonomy, privacy, rights and interests of all stakeholders. We serve needs and well beingness of the society. We are courteous and respect all people equally.

We flourish by mutual partnership and participation. Our recipes of business success surrounds towards stakeholder's empowerment. We strive to serve our stakeholders promptly and accurately with smile.

Our credo motivates us to put our students first. We aspire to transform management students into true professionals, ethical leaders. We provide equal fair opportunity for employment development and advancement. Innovative programmes through different clubs are committed to enhance integrity.



professionalism, and thought leadership. Our students are conscious of the responsibilities and opportunities and play positive ethical role models by their conduct.

We acknowledge and accept personal accountability. We demonstrate personal integrity at all levels. Our aim is to develop principled and honorable citizens. We make reasonable efforts to fulfill the letter and spirit of promises and commitments.

Honesty, integrity, promise-keeping, trustworthiness, loyalty, fairness, empathy, and accountability is some of the golden principles which we follow.

9. Research Policy

MERI Research Policy

MERI believes that an academic institution should actively engage in transfer of knowledge gained through research for the benefit of society. Research and innovating teaching methodology is the central mission of the college, research is one of the pioneer aspect of academic activities which help the college to achieve excellence in the field of education. MERI encourages its faculty and students to serve the society through their primary commitment in research that are in tandem with our core values as an institution of higher education. Research can flourish only in a climate of academic freedom which includes freedom of inquiry, freedom to challenge conventional thought and the right to disseminate the results. However, with academic freedom comes the responsibility to ensure that all research is conducted by the principles of honesty, integrity, trust, accountability and meets high scientific and ethical standards; is conducted with honest and thoughtful inquiry, rigorous analysis, and accountability for the use of professional standards; and seeks to increase knowledge in ways that do not harm but which



benefit society

Aims of the Research Policy

1. The college expects all members of the college including faculty and students who are conducting research to observe the highest standards of ethics and integrity in the conduct of their research.

In pursuance of such high standards they must:

- a. be honest in proposing, conducting and reporting research. They should strive to ensure the accuracy of research data and results and acknowledge the contributions of others
- b. comply with ethical and legal obligations as required by statutory and regulatory authorities, including seeking ethical review and approval for research as appropriate.
- c. they should ensure that any research undertaken complies the safety, dignity, wellbeing and rights of those associated with the research
- d. ensure that they have the necessary skills and training for their field of research
- e. recognise their accountability to the college and their peers for the conduct of their research
- f. having due regard to subject disciplinary norms, acknowledge that authorship of a research output should be attributed only to a researcher who has made a significant intellectual, scholarly or practical contribution to that output and is willing to take responsibility for the contribution

2. Failure to comply with this Code of Practice and Procedure may give rise to an allegation of Misconduct in Research. Misconduct in Research may be a ground for disciplinary action, and if serious, for dismissal or expulsion.



Scope of the Research Policy

This policy shall apply to all the researchers of the college and for the purpose of this policy 'researchers' are defined to include: 1. All faculty, temporary and permanent, who are active in teaching, research, and provision of any form of

support to the core functions of the college;

2. All students registered with the college;

3. All mentors, guides, external experts and sponsors associated with any of the research activities of the college

4. All academic departments of the college;

This policy shall apply to all the research and related activities of the college and for the purpose of this policy research and related activities will inter alia include

1. Research activities including basic, strategic and applied research undertaken either for fulfilling the requirements of academic degrees or for solving problems

2. Scholarly activities intended to expand knowledge boundaries by analysis, synthesis and interpretation of ideas and information by making use of rigorous methodologies

3. Knowledge compilation and communication initiatives for keeping abreast of academic developments in any knowledge domain such as writing of textbooks, chapters of textbooks, monographs; developing/updating curriculum, etc.

4. Creative activities involving the generation of new ideas, innovations, hypotheses, images, performances or artefacts, including design in any field of knowledge which leads to the development of new



knowledge, understanding or expertise;

5. Research projects of students undertaken as part of the curriculum or for enriching it

6. Publication, presentation and communication of the research outcomes and related activities

Objectives of the Research Policy

- To strengthen the institutional capacity for strategic, technical and operational planning, budgeting and control of all research activities of the college
- To create and administer a research fund for supporting and facilitating research initiatives and projects of faculty members and students
- To develop rules, procedures and guidelines for granting research support, instituting awards, and supporting all other related activities
- To develop rules, procedures and guidelines for granting study leave, sabbatical leave, duty leave, reduction in workload, etc. for faculty members undertaking research activities
- To provide a modality for proper coordination of all research activities of the college and aligning these to the vision and missions of the college and national development goals.
- To prepare and regularly update the research agenda of the college outlining the preferred focus areas and priorities of research activities to be supported
- To guide faculty members in the effective integration research projects with the regular curriculum implementation and curriculum enrichment activities
- To identify and inform researchers about the appropriate research opportunities announced by different academic, research, industry or government organisations



- To promote interdisciplinary research and establish modalities for preparing and undertaking joint research projects covering more than one knowledge domain as well as policies for involving external agencies/experts in such projects
- To define an enabling framework for researchers to obtain sponsorships for research projects and which makes the participating researchers responsible for the successful implementation of the project
- To identify and establish linkages including MOU s for long term relationships with national and international research organisations for widening the scope of research opportunities and funding options available to the teachers and students of the college.
- To identify and establish linkages including MOU s for long term relationships with industry bodies and individual companies for creating opportunities for teachers and students of the college to involve themselves in real life research projects and obtaining sponsorships
- To identify and develop collaboration with national and international renowned researchers
- To encourage and facilitate the publication of the research work/projects in reputed academic journals
- To encourage and facilitate the presentation/communication of the research work/projects as well as their findings and recommendations through academic events such as workshops/seminars/guest lectures or the media
- To compile data on all the research work/projects undertaken by the teachers and students in to a database for easy monitoring and analysis of the progress being made by them from year to year
- To provide a mechanism for ensure that academic staff attain the desired mix of teaching, research and consultancy outputs so as to achieve the level stated in the College mission;



- To draw up and adopt a research code, which informs all researchers about the ethical and legal norms and principles to be followed in the conduct of research
- To prepare and implement a research quality assurance mechanism for ensuring that all research activities of the college conform to standard quality specifications
- To develop, prescribe and administer rules and procedures to ensure the compliance of all researchers to the research quality assurance framework, the research code and all the applicable rules and regulations.

Research Policy Implementation Mechanism

The Research Cell of the college shall be responsible for implementing this research policy of the college by

working closely with the college management. The specific roles and functions of the research cell will be as

follows

1. Provide research facilities in terms of laboratory equipment, research journals and research incentives etc. required by the faculty.
2. Encourage and promote a research culture (eg. opportunities for attending conferences, research workshops etc.).
3. The cell will conduct meetings with the faculty members involved in research for weekly/ fortnightly for progress in research
4. Encourage the faculty to undertake research by collaborating with other research organisations/ industry.
5. Create suitable procedures for giving due recognition for guiding research.



6. Facilitate the establishment of specific research units/ centres by funding agencies / college.
7. Organise workshops/ training programmes/ sensitisation programmes are conducted by the institution to promote a research culture on campus.
8. Invite industry to use the research facilities of the college and sponsor research projects.
9. Approach National and international organisations such as UGC, ICSSR, AICTE, DST to fund major and minor research projects undertaken by the faculty / students
10. Make efforts to improve the availability of research infrastructure requirements to facilitate research.
11. Develop and implement an official Code of Ethics to check malpractices and plagiarism in research.
12. Facilitate Interdepartmental / interdisciplinary research projects.
13. Institute research awards.
14. Create incentives for the faculty who receive state, national and international recognition for research contributions as well as research awards and recognition from reputed professional bodies and agencies.
15. Encourage and promote the publication of research articles by the faculty in reputed/ refereed journals.
16. Create and maintain a database of research work and research projects undertaken by the faculty and students as well as collect data by metrics such as Citation Index, Impact Factor, h-index, etc.
17. Publicise the research expertise and consultancy capabilities available in the college.
18. Facilitate the provision consultancy services to industries / Government / Non- Government organizations / community/ public.
19. Prepare Rules & Guidelines for Grant of Research related leave and other remissions



20. Prepare Guidelines for design and evaluation of curriculum oriented research projects

Copyright Policy

The college has a general policy that the copyright remains with creator of the work unless it is a case of institutional work i.e. it is created over years and number of faculty or students are part of the research work and

college equipments and assets are used for the work, funded by the college or it is created at the direction of the

college for a specific purpose, the college will retain its ownership.

Guidelines for Grant of Research related leave

Research leaves are an investment by the College in the faculty. Research leaves are granted for the purpose of

facilitating scholarly research, study, or other creative activity.

For the purposes of this policy and procedure 'research leave', 'study leave' and 'sabbatical' are equivalent terms. Research leave is defined as leave to enable academic staff to pursue research free from teaching and administrative duties.

In considering applications for research leave the following principles will apply:

- Applications for research leave should outline a clear and achievable research plan with a timeline and clear specific outcomes in terms of internationally-excellent publications and/or externally funded research projects.
- Previous research leave outcomes will be taken into account.
- The extent to which applicants have contributed positively to the teaching and administrative demands



of the department will be taken into account.

- Research leave should not be approved where the individual has failed to carry out reasonable teaching duties when requested, or to comply with annual monitoring of research.
- Research leave should not be approved if the applicant intends use the leave to teach at another institution.
- Research leave will be granted after due consideration of workloads including teaching responsibilities with the aim of minimising disruption to teaching programmes. Balancing research leave, teaching and other activities will be achieved through discussion and agreement with the relevant Head of Department.
- A maximum of 2 FDP/workshop for enhancement of research aptitude may be granted per faculty per year.
- Within 30 days after return from a leave, faculty members must submit a report to their dean/ Head of Department

Guidelines for design and evaluation of curriculum oriented research projects

Research projects undertaken by students during the various programs should be in line with the latest requirement of the industry.

A project should conform to the following standards: • Utility: It must be useful and serve the practical and strategic information needs of the intended users for decision-making purposes, these may range from assessing programme performance to allocating resources, etc.



Tax Invoice

(DUPLICATE FOR TRANSPORTER)

SINGH WORLD
 L-51 LAJPAT NAGAR 2nd Floor
 NEW DELHI 110024
 Contact No. 011-40071010
 GSTIN/UIN: 07AADPC3616R1ZL
 State Name : Delhi, Code : 07

Invoice No. 672	e-Way Bill No.	Dated 1-Feb-2021
Delivery Note	Mode/Terms of Payment	
Supplier's Ref.	Other Reference(s)	
Buyer's Order No.	Dated	
Despatch Document No.	Delivery Note Date	
Despatched through	Destination	
Terms of Delivery By Hand		

Buyer
Merl
 New Delhi
 State Name : Delhi, Code : 07

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Led Panel	9405	8 pcs	18,000.00	pcs	1,44,000.00
2	C CLAMP	8525	8 pcs	650.00	pcs	5,200.00
						1,49,200.00
CGST						13,428.00
SGST						13,428.00
Total						₹ 1,76,056.00



Amount Chargeable (in words)
₹ One Lakh Seventy Six Thousand Fifty Six Only

E. & O.E

Company's VAT TIN : 07370277262
 Company's CST No. : 07370277262
 Company's PAN : AADPC3616R

Company's Bank Details

Bank Name : CITI BANK
 A/c No. : 0148290229
 Branch & IFS Code: DELHI & CITI0000002

Goods once sold will not be taken back
 Interest @ 18% p.a. will be charged if the payment is
 made with the stipulated time.
 Subject to 'Delhi' Jurisdiction only.
 We will not be responsible for any wrong GSTN
 mentioned.

for SINGH WORLD

Authorised Signatory

AUTHORISED DEALER

Gospel Systems



Ac's WITH I.Q.

TAX INVOICE

M/S GOSPEL SYSTEMS

PAN : AAKPB0998N

Tel : 011- 27305019, 27301358 email : gospalin@hotmail.com

B-3 Nirmal Commercial Complex,
ASHOK VIHAR - IV, NEW DELHI - 110 052

GSTIN : 07AAKPB0998N1ZA

PAN NO : AAKPB0998N

Party Details : M/S.-MERI COLLEGE
53/54 Janakpuri Industrial Area,
NEW DELHI,

Invoice No. : 45
Dated : 05/08/2021
Place of Supply :

Party PAN :
Party E-Mail ID :
Party Mobile No. :
GSTIN :

S. NO	Description of Goods	HSN /	Qty	Unit	Price	Total Price	CGST Rate	CGST Amount	SGST Rate	SGST Amount	Amount
01	Voltas Water Cooler PS 150150	60104 12	02	pcs	36864.44	73728.88	9%	6635.51	9%	6635.51	87,000.00

RUPEES EIGHT SEVENTHOUSAND ONLY)

GRAND TOTAL 87,000.00

Terms & Conditions

E & O.E

1. Goods one sold will not be taken back.

2. Subject to Delhi Jurisdiction only.

Bank details : GOSPEL SYSTEMS

AK : BANK OF INDIA,

IFSC NUMBER : BKID0006023

Bank A/C NUMBER : 602329010000011

Bank Branch Address: B-1, Branch Janakpuri,
Janakpuri, New Delhi-58

Receiver's Signature :

For GOSPEL SYSTEMS

Authorised Signatory



Tax Invoice

(ORIGINAL FOR RECIPIENT)

S V ENTERPRISES WZ-257 CA/1, MADIPUR PASCHIM VIHAR, NEW DELHI-110063 GSTIN/UIN: 07ACUFS0063P1ZE State Name : Delhi, Code : 07 E-Mail : sve.info@yahoo.com	Invoice No. SVE/21-22/1536	Dated 4-Dec-2021
Buyer Management Education & Research Institute 52-55, Institutional Area Janakpuri New Delhi-110058 State Name : Delhi, Code : 07	Delivery Note	Mode/Terms of Payment Advance
	Supplier's Ref.	Other Reference(s)
	Buyer's Order No.	Dated
	Dispatch Document No.	Delivery Note Date
	Despatched through	Destination
Terms of Delivery		

Sl No	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	Zebronics 16.4 Computer LED Screen	85285100	15.00 NOS	3,060.85	NOS	45,762.75
	CGST					4,118.65
	SGST					4,118.65
	ROUND OFF					(-)0.05
	Less:					
Total			15.00 NOS			₹ 54,000.00

Amount Chargeable (in words) E & O E
INR Fifty Four Thousand Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
85285100	45,762.75	9%	4,118.65	9%	4,118.65	8,237.30
Total	45,762.75		4,118.65		4,118.65	8,237.30

Tax Amount (in words) : **INR Eight Thousand Two Hundred Thirty Seven and Thirty paise Only**

Company's PAN : **ACUFS0063P**
 Declaration
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Company's Bank Details
 Bank Name : **Canara Bank**
 A/c No. : **5800201000036**
 Branch & IFS Code : **Madipur New Delhi & CNB0005800**
 for S V ENTERPRISES

Authorized Signatory

This is a Computer Generated Invoice

Sve

4/12/21





ELECTRO POWER INDIA

GSTIN No.: 07AJZPB4915F1Z3

TAX INVOICE

Original For Recipient

Electro Power India
5/9, Tilak Nagar, New Delhi-110018
Contact Person: Mr. B. Ranjeev
Contact Number: 09810026618

Invoice No.: 2021-22-1217
Invoice Date: 28-03-2022
PO No.: Verbal
PO Date: 26-03-2022

BILLING ADDRESS

Management Education & Research Institute (MERI)
Contact Person:
PIN
State Code: 07-Delhi
53, Janakpuri Institutional Area, Janakpuri, New Delhi, Delhi 110058

SHIPPING ADDRESS

Management Education & Research Institute (MERI)
Contact Person:
GSTIN:
State Code: 07-Delhi
53, 54, Janakpuri Institutional Area, Janakpuri, New Delhi, Delhi 110058

Description of Goods/Services	HSN Code	Qty	Unit	Unit Price	Tax Rate	Total
Smartask Interactive Board	9610	5.00		24,500.00	18.00%	122,500.00
Delivery & Installation Charges	998739	5.00		1,000.00	18.00%	5,000.00
Taxable Value:						127,500.00
CGST 9.00 %						11,475.00
SGST 9.00 %						11,475.00
Grand Total (INR):						150,450.00

PASSED FOR PAYMENT
For 150,450/-
Authorised Signatory

For Electro Power India
Authorised Signatory

Charges: No

of delivery

ation

State that this invoice shows the actual prices of the goods Described and the all particulars are true and correct.



*This is computer generated Invoice

16/1/18

IND-AGIV)))

FAR INVOICE

IND AGIV COMMERCE LTD.

3rd Floor, 318, Ayaz SHAR Building, Dist. Centre Complex, Jayalpur, New Delhi- 110058
 Ph: 01145522924 / 08868045882, E-Mail: saritech@agivest.com

GSTIN: 07AAACV2222Q326

Serial no. of Invoice: SAC/AY/0/18/17-18

DATE: 16/1/2018
 Buyer's Order No./e-mail Confirmation
 Date: 16/01/2018
 Mode of Transport: By Road

Details of Receiver (Billed to)
 Name: **MANAGEMENT EDUCATION & RESEARCH INSTITUTE**
 Address: 53-54, Institutional Area, Jayalpur, New Delhi- 110058

Details of Consignee (Billed to)
 Name: **MANAGEMENT EDUCATION & RESEARCH INSTITUTE**
 Address: 53-54, Institutional Area, Jayalpur, New Delhi- 110058

State: Delhi
 State Code: 7
 GSTIN/Invoice ID:

State: Delhi
 State Code: 7
 GSTIN/Invoice ID:

S.N	Description of Goods	HSN Code	Qty	Unit	Rate	Total	Taxable value	SGST		CGST		IGST		
								Rate	Amount	Rate	Amount	Rate	Amount	
1	Installation of RGB LED PAR LIGHT with central Junction Box DMX 512 Ch., LED with 7w x54 Green 3 in 1.	990734	34	PCS	340.5	22100.00	22100.00	3%	2314.80	3%	2314.80	0%	0.00	
2	Installation of LED Reacher for 100-watt Mini 5w white Light with DMX Control	990734	4	PCS	715	2860.00	2860.00	3%	261.48	3%	261.48	0%	0.00	
3	Installation of Lighting Control up to 20 channels 30 (bank memory upto 160 scenes & 64 scene) programme each upto 240 steps in all interface without/with built in app/phone for sound	990734	1	PCS	2787	2787.00	2787.00	3%	251.23	3%	251.23	0%	0.00	
4	Installation of 8 way DMX distributed with one input	990734	1	PCS	375	375.00	375.00	3%	34.13	3%	34.13	0%	0.00	
5	Installation of DMX Wiring	990734	28	PCS	450	12600.00	12600.00	3%	1260.00	3%	1260.00	0%	0.00	
							43	28962.00	28962.00		2561	2561		0.00
Total													42155.10	

Invoice Total (in Words): Forty Seven Thousand One Hundred Fifty Five Only

Leaving Charges
 Round Off
 Invoice Total: 42155.10

Company's PAN: AAACV2222Q

Declaration
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

For IND-AGIV COMMERCE LTD.

Authorized Signature

This is a Computer Generated Invoice



Bill To
M/s. [Faint Name]
[Faint Address]
[Faint City] [Faint State] [Faint Pin]

Billing Address

Management education and research institute
[Faint Address]
[Faint City] [Faint State] [Faint Pin]

PAN No: [Faint PAN]
GST Registration No: [Faint GST No]

Shipping Address

Management education and research institute
[Faint Address]
[Faint City] [Faint State] [Faint Pin]

Order Number: [Faint Order No]
Order Date: [Faint Order Date]

Invoice Number: [Faint Invoice No]

Invoice Details: [Faint Invoice Details]

Invoice Date: [Faint Invoice Date]

Sl. No.	Description	Unit	Qty	Rate	Amount	Tax Type	Tax Amount	Total
[Faint]	[Faint Description]	[Faint Unit]	[Faint Qty]	[Faint Rate]	[Faint Amount]	[Faint Tax Type]	[Faint Tax Amount]	[Faint Total]
Total					[Faint Total Amount]		[Faint Total Tax]	[Faint Grand Total]

Amount in Words
Nine Thousand Three Hundred And Forty only

For Bill Supplier/Trader

Authorized Signatory

[Handwritten Signature]

[Handwritten Signature]



Entered in 2/16/19

Sold By :
Shri Radhey Trader
Plot No. 128, Jhotwara Industrial Area
Jaipur, Rajasthan, 302016
IN

Billing Address :
Management education and research institute
53-54 institutional area Janakpuri
NEW DELHI, DELHI, 110058
IN

PAN No: AWFPS7154J
GST Registration No: 08AWFPS7154J1ZZ

Shipping Address :
Management education and research institute
Management education and research institute
53-54 institutional area Janakpuri
NEW DELHI, DELHI, 110058
IN

Order Number: 402-2253414-8584307
Order Date: 19.06.2019

Invoice Number : SJAB-153
Invoice Details : RJ-SJAB-585091655-1920
Invoice Date : 19.06.2019

SL No	Description	Unit Price	Qty	Net Amount	Tax Rate	Tax Type	Tax Amount	Total Amount
1	Korus Easy Cut 832 Paper Shredder- 12 Sheet, Multicolor B0714LVOSJ (SRT832) HSN 8472	₹7,915.25	1	₹7,915.25	18%	IGST	₹1,424.75	₹9,340.00
TOTAL:							₹1,424.75	₹9,340.00
Amount in Words: Nine Thousand Three Hundred And Forty only								
						For Shri Radhey Trader: Authorized Signatory		

Entered in 2/16/19
522
S.P. 1/6

Received
21/06/19



*GST, Amazon India Services Pvt. Ltd., ARIPL Amazon Retail India Pvt. Ltd. (only where Amazon Retail India Pvt. Ltd. fulfillment center is utilized)
Customer benefit of availing input GST credit are requested to credit a business account and purchase on Amazon India business from Business eligible offers

Please note that this invoice is not a demand for payment

IND-AGIV)))

TAX INVOICE

IND AGIV COMMERCE LTD.

3rd Floor, 310, Ayoti Shikhar Building, Dist. Conco Complex, Janakpur, New Delhi- 110058
Ph. 01145522824 / 08968604529, E-Mail: saarshd@agivltd.com

GSTIN: 07AAACV2220126

Serial no. of Invoice: SAC/AV/D/19/17-18

DATE: 26/06/2017

Buyer's Order No. (Email Confirmation)

Date: 26/06/2017

Mode of Transport: By Road

Details of Recipient (Billed to)

Name: MANAGEMENT EDUCATION & RESEARCH INSTITUTE

Address: 53-54, Institutional Area, Janakpur, New Delhi- 110058

State: Delhi

Tax Code # 7

CGST/UCES ID#

Details of Consignor (Shipped to)

Name: MANAGEMENT EDUCATION & RESEARCH INSTITUTE

Address: 53-54, Institutional Area, Janakpur, New Delhi- 110058

State: Delhi

Tax Code # 7

CGST/UCES ID#

S.N	Description of Goods	HSN Code	Qty	unit	Rate	Total	Taxable value	SGST		CGST		IGST		
								Rate	Amount	Rate	Amount	Rate	Amount	
1	Installation of RGB LED PAR LIGHT with control remote ON/OFF CH. LED with 3x654 sizes 3 to 1.	998734	14	PCS	1387.5	19425.00	19425.00	1%	194.25	1%	194.25	0%	0.00	
2	Installation of LED Recessed Spot 200 watt Round 5w white light with DMX Control	998734	4	PCS	725	2900.00	2900.00	1%	29.00	1%	29.00	0%	0.00	
3	Installation of Lighting Control up to 30 channels 30 bank memory upto 140 zones 8 channel programme each upto 240 stages remote interface wireless/infra with built in microphone for sound	998734	1	PCS	1787	1787.00	1787.00	1%	17.87	1%	17.87	0%	0.00	
4	Installation of 8 way DMX distributed with one input	998734	1	PCS	175	175.00	175.00	1%	1.75	1%	1.75	0%	0.00	
5	Installation of DMX Wiring	998734	31	PCS	450	13950.00	13950.00	1%	139.50	1%	139.50	0%	0.00	
							49							
							29902.00	29902.00	2%	598.04	2%	598.04	0%	0.00

Invoice Total (in Words): Forty Seven Thousand One Hundred Fifty Five Only

Total	47155.04
Leading Charges	
Accord Off	
Invoice Total	47155.04

Company's PAN: AAACV2220

Declaration: I/We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

For IND-AGIV COMMERCE LTD.

Authorized Signatory: [Signature]

This is a Computer Generated Invoice

VOID-CANCELLED



Invoice

Voyage Pro India
A-1-D Vishal Kunj
Rajouri Garden
New Delhi- 110027
GSTN :07ENKPS1099Q1ZW

Invoice No	Invoice Date
VP1-2022/23/83	03/11/2022

Mode/Terms of Payment
After delivery

CONSIGNEE

Management Education And Research Institute
Plot No. 52-55, Institutional Area
Janakpuri, New Delhi- 110058

GSTN:
State Name: New Delhi
Cde: 07

BUYER (if other than Consignee)

Management Education And Research Inst.
Plot No. 52-55, Institutional Area
Janakpuri, New Delhi- 110058

Customer PO Number

Dispatched Through

By Road

ITEM & DESCRIPTION	HSN No.	Unit Price	QTY	AMOUNT
Newline Interactive Display, Model No-RS75+ Serial No- DCKC1Z2LC30300	84714900	120000	01	120000
Wall mount kit	83024190	3600	01	3600
Total Basic Amount				123600
Output CGST: 9%				11124
Output SGST: 9%				11124
Total Amount				₹145848/-

Amount Chargeable (in words) INR One lakh forty five thousand eight hundred and forty eight only/-

Taxable Value	CGST		SGST	
	Rate	Amount	Rate	Amount
123600	9%	11124	9%	11124
				22248

Total Tax
Tax Amount (in words): Twenty two thousand two hundred and forty eight only.

Company Bank Details
Bank Name : Kotak Mahindra Bank
Account No : 5813007413
IFSC : KKBK0004588
Branch : Vishal Enclave

Customer Seal and Signature

For Voyage Pro India

S.N. 53

PASSED FOR PAYMENT
For *[Signature]*
19/5/24

PAID-CANCELLED



Authorized Signatory



voyageproindia@gmail.com

+91-9910454434

www.voyagepro.co.in

Reg. Office - A-1D, Vishal Kunj, Rajouri Garden, New Delhi-110027

USHA INTERNATIONAL LTD

VILLAGE KATAPUR, ROAD NO. 10, DISTRICT DELHI, INDIA. TEL: 011-26111111 FAX: 011-26111111
 SOLE AGENT FOR THE STATES OF DELHI, PUNJAB AND HARYANA. TEL: 011-26111111 FAX: 011-26111111
 1-800-100-1000 (TOLL FREE) 1-800-100-1000 (TOLL FREE)

PIA 18/01/18

Bill To: 133001 TRIVENI EDUCATIONAL & SOCIAL WELFARE SOCIETY 53-84 INSTITUTIONAL AREA JANAK PURI NEW DELHI Delhi-110058 Contact No. 999398842 GST No. State Code - 07, DELHI	PAN: AAAAT006A Sing To: 133001 TRIVENI EDUCATIONAL & SOCIAL WELFARE SOCIETY 53-84 INSTITUTIONAL AREA JANAK PURI NEW DELHI Delhi-110058 Contact No. 999398842 GST No. State Code - 07, DELHI	TAX INVOICE Invoice No: HRS001823381 Order/PO No: On MAR Way Bill No. MTR No. Transporter Name: Transhipment Details: SAP Control Number: 98934878	ORIGINAL FOR RECIPIENT Date: 07.03.2018 Date: Date: Vehicle No. Date: 07.03.2018
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SI No	NSN Code	ITEM CODE	ITEM DESCRIPTION	QTY / UOM	RATE (Rs/Unit)	TR/SPL DIS (Rs./Unit)	Net Value after Disc. (Rs.)	TAX Type	TAX Rate %
1	B4140120	111041311W	1200MM APOLLO LX W/O REG VEH CF	50 PC	895.00	0.00	44750.00	Integrated	18.00
					Gross value	Total Dis	44750.00		

PASSED FOR PAYMENT
 For Rs. 52,805.00
 Authorized Signatory



Ray

60
41
Sharma

15 Box

Page 1 of 1 Total Invoice Units: 50 Total Weight (KG): 202.5 Total Volume (CFT): 30.909 Place of supply- NEW DELHI, Delhi Net Amount (Rs): FIFTY-TWO THOUSAND EIGHT HUNDRED FIVE AND ZERO PAISE ONLY.	Tax on reverse charge : NO Gross Sales Value: 44,750.00 Trade Discount: 0.00 Taxable Value: 44,750.00 Integrated Tax 18.00%: 8,055.00 Total Invoice Amount: 52,805.00
---	--

Please pay by 'A/c Payee' Cheque/DD/RTGS/NEFT/MPSS drawn in favour of USHA INTERNATIONAL LTD.
 payable at par. Company will not be responsible for payments made in cash.
 Interest as per Company rules will be charged if payments are not received by due date.
 Subject to the jurisdiction of Haryana Courts E.&O.E.

Received the goods Customer/Dealer	Signing Details <i>Sharma</i> 08.03.18	GST No- 06AAACT006A1Z1 Weekly Off	For Usha International Ltd. Warehouse Manager Authorized Representative
---------------------------------------	--	--------------------------------------	---

AVANISH KUMAR SINGH


हमारे यहाँ पर हर प्रकार के फूल व पौधों के पौधे उचित ढंग पर मिलते हैं।
 जिनके कागज भी उचित ढंग पर मिलते हैं। न्यूनतम मरिटेस का कार्य भी किया जाता है।

RZ-317/313, Gali No.-5, Gitanjali Park,
 West Sagarpur, N.D.-45

Date: 22/11/22

344

MERI COLLEGE (SANAK)

Description	Qty.	Rate	Amount
पोलीथीन	102	10	1020
डेलीया	104	13	1352
नीचोत रक्षा	1	180	180
नेला थीन	1	100 80	80
Pump		160	160
बुरीया		22	110
DAP		80	400
SN-97 Verify 22/11/22 3302			
			
Total			3302

Note : We Received the Above Mentioned Plants
 goods & OK condition as per our satisfaction
 Consumers's Signature

For AVANISH KUMAR SINGH

५११८

Cash Memo

9958352095

8318253637

खान बिल्डिंग मैटेरियल सप्लायर्स

कच्चा पत्थर-चिरामे, बेता, सोनी, बदरपुर इंट सिमेंट, मिट्टी, खाद और
अन्य सामान के लिए किराये पर गाड़ी सेवा सम्बन्ध करें। पार्क की जुगाई।

23B KS. 59/10, न्यू गुरु हरकिशन नगर निलोठी एक्स. नागलोई
(मजदीक डबल नाला, नियर न्यू चर्च) नई दिल्ली-41



नं० 799 श्री कॉलेज प्रा.सं.पु. दिनांक 2/7/72

नाम व पता श्री कॉलेज प्रा.सं.पु.
गाड़ी नम्बर VP 35 विवरण काँक्रीट राशि 3000

अण
2199

PAID FOR PAYMENT
PAID-CANCELLED

श्री
5/7/72 तीन हजार मात्र

कुल राशि 3000
मूल-पूरा लेनी-देनी श्री

AVANISH KUMAR SINGH

हमारे यहाँ पर हर प्रकार के पौधे व फूलों के बीजे उचित रेट पर मिलते हैं।
 (यस सम्बन्धे का वकाम भी उचित रेट पर मिलको है।) गार्डन मेन्टेनेंस का कार्य भी किया जाता है।

RZ-317/313, Gall No.-5, Gitanjali Park,
 West Sagarpur, N.D.-45

Date: 5/8/22

No. 940
 Buyer: [Signature]

53-54 [Signature] [Signature]

S.No.	Description	Qty.	Rate	Amount
1)	मोसस्टीक 3/6	20	45	900
2)				
			Total	900

PASSED FOR PAYMENT
 900/-
 [Signature]



मे से 1 म्या

मत्र PAID-CANCELLED

Note : We Received the Above Mentioned Plants goods & OK condition as per our satisfaction

For AVANISH KUMAR SINGH

Consumers's Signature

R.N. GUPTA [Signature]

AVANISH KUMAR SINGH

हस्ताक्षर वहाँ पर हर प्रकार के फूल व पौधों के पीछे उचित डेट पर मिलने हैं।
 (किसी भी प्रकार का वजन भी उचित डेट पर मिलने हैं।) मार्टिन मेन्टेनेंस का वर्क भी किया जाता है।

RZ-317/313, Gall No.-5, Gitanjali Park,
 West Sagarpur, N.D.-45

S. No. 043

Date: 28/09/22

Buyer: NERI

No.	Description	Qty.	Rate	Amount
1	Dog flower	2	35	70
2	Salvia	2	35	70
3	Poppy	3	35	105
4	Cineraria	2	35	70
5	Babuna	2	35	70
6	Calceola	2	35	70
7	Dianthus	2	35	70
8	Pansy	2	35	70
9	Cerise	1	35	35
Total				630



Alish 28/9/22

Note: We Received the Above Mentioned Plants goods & OK condition as per our satisfaction

Consumers's Signature

[Handwritten Signature]

For AVANISH KUMAR SINGH

[Handwritten Signature]

BILL

Service Receiver:-

Service Provider:-

MANAGEMENT EDUCATION &
RESEARCH INSTITUTE
NEW DELHI-58

USHA MORRIS

PAN NO. : BVHPM6550J

PARTICULARS	RATE	AMOUNT
GARDENING & PLOTTING (FOR 7 months)	45000/- PM	
TOTAL AMOUNT		3,15,000 /-

USHA MORRIS

For USHA MORRIS
Usha Morris
Proprietor

315000.00
TDS 27.(-) 6300.00
308700.00

Account PAYMENT
PASSED BY *[Signature]*
For *[Signature]*
Proprietor

Verified
[Signature]
15/12/23
PAID-CANCELLED



INVOICE

GREEN CARE NURSERY & GARDENING SHOP
78 C, Mahavir Enclave,
New Delhi - 79

Invoice No.: 22/118
Dated : 24.04.2022

**MANAGEMENT EDUCATION & RESEARCH
INSTITUTE**
52-55, INSTITUTIONAL AREA,
D-BLOCK, JANAK PURI
NEW DELHI

Sl. No	Description of Plants	Quantity	Rate per Item	Amount
1	Areca Palm	2	253.00	506.00
2	Snake Plant	3	321.00	963.00
3	Money Plant	3	232.00	696.00
4	Money Plant (Variegated)	2	309.00	618.00
5	Gerbera Daisy (Orange)	2	524.00	1,048.00
6	Gerbera Daisy (Red)	3	524.00	1,572.00
7	Gerbera Daisy (White)	3	524.00	1,572.00
8	Gerbera Daisy (Pink)	4	524.00	2,096.00
11	Peace Lily	1	257.00	257.00
12	Scilla Viacea	1	251.00	251.00
13	Araha Golden	1	262.00	262.00
Total				9,841.00

Amount (in words) : Rs. Ninteen Thousand Eight Hundred Forty One Only.

For GREEN CARE NURSERY & GARDENING SHOP

Authorized Signatory

PASSED FOR PAYMENT
For.....
Authorized Signatory



Office/Dean/GreenInitiative/12

Circular

Dated-26/09/2023

MERI has taken another step towards green & sustainable Development by signing an Agreement with Jaagruti waste paper recycling services for waste paper recycling. The agreement was signed in the presence of Mr Uday Pratap of EHS alliance & Sh S.k. Aggarwal Chief Finance officer of MERI.

THE agreement is non monetary in nature and totally based on Barter system where the Jaagruti foundation will pick the waste paper free of cost from the college premise and shall provide paper Rims, note pads & registers made of recycled paper in exchange.

Dean MERI

Cc
All Notice boards
Mr Vipin Yadav For website upload
Faculty members
HOD & Pcs
Head HR for information Please
CFO sir for Information Please
Director Sir For Information Please



JAAGRUTI



WE RECYCLE

JAAGRUTI™ WASTE PAPER RECYCLING SERVICES

Works Address: T-1 Shopping Centre, Mansarovar Garden, New Delhi-110015
 E-mail: jaagruti@we-recycle.org Tel: +91 98101 91025 +91 9818 144 244
 Website: www.we-recycle.org
 Corporate Identification Number (CIN): U14302DL2007PTC203427

Waste Paper Pickup Data Sheet No _____

Dated 26/9/2023

Name of Client Organisation: MERI College
 Collection Address: Janakpuri, Institutional Area, New Delhi
 Coordinator's name: Dr Simranjeet Kaur Bagga
 Telephone Number: 9873949683
 E-mail address: simranjeet.bagga@meri.edu.in

Type of Paper and its weight in kgs					Grand Total
<u>Mixed Paper (To be Sorted)</u>					
<u>1</u>	<u>136.56</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>536.61</u> <u>213.69</u> <u>750.30</u> Kgs <u>730.30</u>
<u>2</u>	<u>130.11</u>	<u>2</u>	<u>2</u>	<u>2</u>	
<u>3</u>	<u>100.43</u>	<u>3</u>	<u>3</u>	<u>3</u>	
<u>4</u>	<u>419.35</u>	<u>4</u>	<u>4</u>	<u>4</u>	
<u>5</u>	<u>135.84</u>	<u>5</u>	<u>5</u>	<u>5</u>	
<u>6</u>	<u>419.66</u>	<u>6</u>	<u>6</u>	<u>6</u>	
<u>7</u>	<u>115.09</u>	<u>7</u>	<u>7</u>	<u>7</u>	
<u>8</u>	<u>130.11</u>	<u>8</u>	<u>8</u>	<u>8</u>	
<u>9</u>		<u>9</u>	<u>9</u>	<u>9</u>	
<u>10</u>		<u>10</u>	<u>10</u>	<u>10</u>	
<u>11</u>		<u>11</u>	<u>11</u>	<u>11</u>	
<u>12</u>		<u>12</u>	<u>12</u>	<u>12</u>	
<u>13</u>		<u>13</u>	<u>13</u>	<u>13</u>	
<u>14</u>		<u>14</u>	<u>14</u>	<u>14</u>	
<u>15</u>		<u>15</u>	<u>15</u>	<u>15</u>	
<u>16</u>		<u>16</u>	<u>16</u>	<u>16</u>	
<u>17</u>		<u>17</u>	<u>17</u>	<u>17</u>	
<u>18</u>		<u>18</u>	<u>18</u>	<u>18</u>	
<u>19</u>		<u>19</u>	<u>19</u>	<u>19</u>	
<u>20</u>		<u>20</u>	<u>20</u>	<u>20</u>	
<u>536.61</u>	<u>213.69</u>				



Signed and stamped on behalf of Client Organisation:

Name _____

Dated 26/9/2023

[Signature]

Signed and stamped on behalf of 'JAAGRUTI™ Waste Paper Recycling Services':

For JAAGRUTI Paper Recycling Services

Name _____

Dated 26/9/23

Vivah Mehta

Authorized Signatory



Ref. No: MERI/OFFICE/DEAN/DPCCM/16/400

22nd September, 2023

To,

Sh. R. K. Sharma
EE, WMR III
Delhi Pollution Control Committee
Department of Environment, Govt. of NCT of Delhi
4th & 5th Floor, ISBT Building, Kashmere Gate, Delhi - 110006

22/9/23
SECRETARY
DELHI POLLUTION CONTROL COMMITTEE
DEPARTMENT OF ENVIRONMENT
GOVT. OF NCT OF DELHI
4TH & 5TH FLOOR
KASHMERE GATE, DELHI-110006

Sub: MOU with registered recycler for disposal of E-Waste items

Respected Sir,


Management Education and Research Institute is affiliated to GGSIPU and have signed MOU with registered recycler (M/s Shiv Shakti metals) for disposal of E-Waste items.

Please find enclosed copy of annual return under E-Waste (Management) for the period of April 2022 - March 2023.

Kindly acknowledge the same.

Thanking you,

Yours faithfully,


Prof. (Dr.) Deepshikha Kalra
Dean



FORM 1

FORM FOR FILING ANNUAL RETURNS

Name of the producer or manufacturer or refurbisher or dismantler or recycler by 30th day of June which that return relates)

Quantity in Metric Tonnes (MT) and numbers

Name and address of the producer or manufacturer or refurbisher or dismantler or recycler

Management Education and Research Institute
52-55 Institutional Area, Janakpuri
New Delhi - 110058

Name of the authorized person and complete address with phone and fax numbers and e-mail address

Prof. (Dr.) Deepshikha Kalra
Dean,
Management Education and Research Institute
Ph 9968162567
E-Mail: memba@mer.edu.in

Total quantity of e-waste collected or channelized to recyclers or dismantlers for processing during the year for each category of electrical and electronic equipment listed in the Scheme I (Attach list) by PRODUCERS

NIL

Details of the above

BULK CONSUMERS Quantity of e-Waste

Type	Quantity	No.
NA	NIL	

Refurbishers Quantity of e-Waste

NA NIL

DISMANTLERS

NA NIL

Quantity of e-waste processed (code wise)

Details of materials of components recovered and sold

Quantity of e-waste sent to recycler,

Residual quantity of e-waste sent to Treatment, Storage and Disposal Facility

NA NIL

RECYCLERS

Quantity of e-waste processed (code wise)

Details of materials of recovered and sold,

Details of residue sent to Treatment, storage and Disposal Facility



Name and full address of the destination with respect to 3(A)-(3)(i) above

Type and quantity of materials segregated or recovered from e-waste of different codes as applicable to 3(A)-(3)(ii)

Type	Quantity
NA	NIL

Enclose the list of recyclers to whom e-waste have been sent for recycling

Deepshikha Kalra
Signature of the authorized person

Place: New Delhi

Date: 29/10/2023

Note:

- Strike off whichever is not applicable
- Provide any other information as stipulated in the conditions to the authorizer
- In case filing on behalf of multiple regional offices, Bulk Consumers and Producers need to add rows to 1 & 3(A) with respect to each office



CERTIFICATE OF RECYCLING

This certificate is issued to

Management Education & Research Institute (MERI)
52-55, Sewa Marg, Janakpuri Institutional Area,
Janakpuri, New Delhi, Delhi 110058

in recognition of their association and commitment towards environmental sustainability
in getting 750.30 kgs of waste paper recycled*
in September 2023.

*1000 kgs of recycled paper saves:

- 17 trees
- 26,241 litres of water
- 264 kgs of air pollution
- 1,712 litres of oil
- 4772 kWh hours of energy
- 12.61 cubic feet of gas

Authorized Signatories

Vandana Vashishth

for **JAAGRUTI** Waste Paper Recycling Services
New Delhi, India

Waste Address: J-1, Shopping Centre-1, Mansarovar Garden, Delhi - 110014

Contact: WhatsApp: +91 99201 91635, +91 99359 81669; e-mail: janak@wprcsll.com