

Assurance Quality Certification LLC	F19EN18 Issue 01 Rev 05
ISO 50001:2018	
Stage 1 Energy Audit Report	

Name of the Organization	PANCHLA MAHAVIDYALAYA	
Address	Post : Raghudevapur, Uluberia, Howrah – 711322	
Site Address (If any)		
No. of Employees	Teaching = 11, Non-teaching = 07, Total = 18	
No. Of Shift	1	
E mail id	panchla.mahavidyalaya1@gmail.com	
Contact Person	Dr. Arpita Mandal Nandi	
Telephone/Fax	9874259356	
Scope	“Teaching, Learning and Evaluation processes relating to awarding of B.A (Honours and General under CBCS System) and B.A (Honours and Honours with Research) and 3 Year B.A Multidisciplinary Course under CCF and B.Com Multidisciplinary Course under CCF and considering Environment friendly and Energy efficiency manner in College Green Campus”	
Technical Area	Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility	
Audit Team	Lead Auditor: Amalesh Kr. Mandal Auditor: Technical Expert	Audit duration Man day(s): Technical Expert
Starting date of Audit	21.06.2023	
End Date of Audit	21.06.2023	
Brief about the organization	Panchla constituency with its surrounding areas of Howrah District where common people live. Most of them live on local artisan-works like Zarie in a very unorganized sector. The talented skills are not equipped to modernize their artisan works Scientifically and Technologically owing to Being Very backward educationally. After completion of school education the people of the area in general are not given chances for their higher education since the nearby colleges are over-burdened owing to large number of students. The situation is worst in the case of the Muslim-girls who are not allowed by their parents to be sent to distant colleges for sense of their insecurity and other social hazards. That result is that those school-passed girls, not of Muslim Community only but of other communities too, are forced to marry a mis-match and at very teen or minor age, thereby an	

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underdeveloped and backward society comes up which creates hindrances to the development of the country as a whole. Sensing this precarious conditions of the society the then M.L.A., Panchla Constituency. Ms. Doli Roy, put her demand on the floor of the Legislative Assembly and requested the erstwhile Govt. to set-up a co-educational, General Degree College (Govt.-aided under WB Pay Packet Scheme). Her desire was fulfilled and the Govt. was pleased to sanction the establishment of a General Degree College in Panchla Area. With the help of the people from all sections of life and specially of the Managing Committee of panchla Azeem Moazzam High (H.S.) School the impossible task became possible. The Managing Committee of Panchla Azeem Moazzam High (H.S.) School unanimously resolved on 17/04/2010 to hand over the 3 acre plot of land under their possession to establish college thereon. Thus a Social & Charitable trust namely 'Panchla Panchla Azeem Moazzam Educational and Welfare Trust' represented by its President and Secretary Prof. Dr. Abdur Rahim Khan and Sk. Mujibar Rahaman respectively, came into exercise – its 17 trustees being chosen from all walks of life including the members of Managing Committee of School. Thereafter, the Trust ultimately submitted a formal application to the West Bengal State Council of Higher Education, Govt. of West Bengal, for establishment of the much desired General Degree College – The President and Secretary of the College Organizing Committee being Sri Sushil Adhikary and Ms. Doli Roy respectively. On completion of the several formalities the Higher Education Dept., Govt. of West Bengal issued the necessary order, Vide G.O. No. 741 (2)- Edn (CS) dt. 17/09/2010 to establish 'panchla Mahavidyalaya'.

Audit Objective

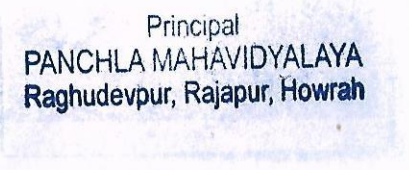
To evaluate the client's documented system, location & site-specific conditions and gather other details through discussions with the client's personnel to determine the organization's readiness for the Stage 2 Audit for Certification

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CHANGE DETAIL

Audit Duration for Stage 1	
Are quoted man-days adequate?	Yes
Any change in employee detail?	None
Any Change in Scope?	None
Any additional Information:	None

ATTENDANCE SHEET:

NAME OF PERSON	DESIGNATION
<i>Amalesh K. Mandal</i>	Lead Auditor
<p><i>Arpita Mandal (Mandi)</i></p>  <p>Principal PANCHLA MAHAVIDYALAYA Raghudevpur, Rajapur, Howrah</p>	Principal
<i>Nilanjan Chakraborty</i>	IQAC Coordinator

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SUMMARY OF AUDIT

AREA OF IMPROVEMET	
(Areas of Improvement Which May be Identified as Non Conformities During Stage 2 Audit)	
1	Communication/Display of policy
2	Communication/Display of Objectives

Non-Conformities Raised

0 Minor/Major Nonconformance identified in the Stage 1 audit, details of Non Conformance in F50.

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor

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Team Leader Declaration (Tick or cross Each Column as per applicability)	
√	Auditing is based on a sampling process of the available information
√	Audit is combined, joint or integrated;
√	The effectiveness of corrective actions taken regarding previously identified
√	nonconformities have verified
√	Outcomes are effective and complying.
√	The internal audit and management review process are effective and complying with the requirements.
√	The scope of certification is appropriate.
√	The capability of the management system to meet applicable requirements and expected
√	The audit objectives have been fulfilled and achieved.

RECOMMENDATION

√	Recommended Proceeding with Stage 2 (within 60 days from this audit date)
×	Recommend not proceeding to stage 2 until audit evidence has been submitted to AQC showing that the concerns raised by the auditor (s) have been rectified. A date for stage 2 will then be agreed.
×	Recommend not proceeding without a further stage 1 Audit due to the severity of the concerns raised by the audit team

Sign Off : Date 21.06.2023	
AQC Report Submission Name of Auditor: Amalesh Kr. Mandal Signature: <i>Amalesh Kr. Mandal</i> Authorization: Empanelled Auditor from IAF accredited Certification Body, Energy Auditor from National Productivity Council, IRCA Accredited Lead Auditor on ISO 50001:2018	Client Acceptance for Report Name: Dr. Arpita Mandal (Nandi) Sign <i>Arpita Mandal (Nandi)</i> Principal PANCHLA MAHAVIDYALAYA Raghudevpur, Rajapur, Howrah Designation: Principal

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AUDIT CHECKLIST

REQUIREMENTS	COMMENTS	Status C/NC/O
Is the Information is documented as required as per the ISO 50001:2018?	Manual and other documented information available. (Doc. Ref. No. ENMS/L1, dtd. 02.04.2022) and other documented information available.	C
Has the discussion held with personnel of the Client company for readiness for stage-2?	Yes. Within next month the Stage-2 need to be completed, discussed and finalized as per discussion with Principal and IQAC coordinator.	C
Has the Client site specific conditions are evaluated?	Established, implemented and the Scope has set as per Site specific. (Under clause 4.3 of ENMS/L1 Manual). They are maintaining their Green monitoring report year to year wise to evaluate the environment performance.	C
Has the company identified energy performance indicator, Energy baseline, Energy objectives, energy targets and energy management action plans?	Respective Energy project found taken by Authority. Like "Efficient use of Energy Resources" *Energy source and power consumption captured in Green monitoring report. Data available.	C
Has the client having understanding with the ISO 50001:2018 Standard requirement and other requirement site specific?	Yes. Awareness training has conducted by external consultant. 1. Training on Standard given by External body "Management System Consultancy"	C
Is the scope is having boundaries and specific to client organization?	Scope defined in Manual and found as per course delivery.	C
Is client having Multisite then level of control is established.	Not applicable	C
Is organization analyze energy used and consumption based on measurement and other data: (Identify current energy sources/evaluate past and present energy use and consumption?)	Measurement done on Bill monitoring, list of energy sources are available, significant energy sources identified and included in Green monitoring report for review.	C
Based on the analysis of energy used and consumption, Is organization identify the areas of significant energy use.(identify	List of energy sources are available, significant energy sources identified. Energy program found	C

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the facilities, equipment, systems, processes and personnel working for, or on behalf of, the organization that significantly affect energy use and consumption?	established. Total Electric Bill Amount for the year 2023: Rs. 77,356/-	
Has organisation identified EnPIs (energy performance indicators) appropriate for monitoring and measuring your energy performance?	Energy baseline declared as last year consumption. EnPI set in the form of Energy Projects.	C
Has organisation identified, implemented and have access to the applicable legal requirements and other requirements to which organisation subscribes related to energy use, consumption and efficiency?	Panchla Mahavidyalaya affiliated under University of Calcutta.	C
Is the resource are adequate for stage 2 audit?	Yes, documented information found established as per standard requirement and organization requirements. So proposed for stage-2 audit. The implementation and monitoring system will be checked in stage-2 audit.	C
Is Internal Audit planned and performed and effective?	Yes, Internal Audit Report w.r.t Year to year Green monitoring checked found conducted and maintained properly against all possible parameters.	C
Is MRM planned and performed and Effective?	Yes, their committee meeting outcome maintained. Last conducted month of January, 2023	C

END OF REPORT

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Address	Post : Raghudevapur, Uluberia, Howrah – 711322	
Site Address (If any)		
No. of Employees	Teaching = 11, Non-teaching = 07, Total = 18	
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Technical Area	Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility.	
Audit Team	Lead Auditor: Amalesh Kumar Mandal Auditor: Technical Expert	No of Mandays: 1
Starting date of Audit	12.07.2023	
End date of Audit	12.07.2023	
Brief about the organization	<p>Panchla constituency with its surrounding areas of Howrah District where common people live. Most of them live on local artisan-works like Zarie in a very unorganized sector. The talented skills are not equipped to modernize their artisan works Scientifically and Technologically owing to Being Very backward educationally. After completion of school education the people of the area in general are not given chances for their higher education since the nearby colleges are over-burdened owing to large number of students. The situation is worst in the case of the Muslim-girls who are not allowed by their parents to be sent to distant colleges for sense of their insecurity and other social hazards. That result is that those school-passed girls, not of Muslim Community only but of other communities too, are forced to marry a mis-match and at very teen or minor age, thereby an underdeveloped and backward society comes up which creates hindrances to the development of the country as a whole. Sensing this precarious conditions of the society the then M.L.A., Panchla Constituency. Ms. Doli Roy, put her demand on the floor of the Legislative</p>	

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	<p>Assembly and requested the erstwhile Govt. to set-up a co-educational, General Degree College (Govt.-aided under WB Pay Packet Scheme). Her desire was fulfilled and the Govt. was pleased to sanction the establishment of a General Degree College in Panchla Area. With the help of the people from all sections of life and specially of the Managing Committee of panchla Azeem Moazzam High (H.S.) School the impossible task became possible. The Managing Committee of Panchla Azeem Moazzam High (H.S.) School unanimously resolved on 17/04/2010 to hand over the 3 acre plot of land under their possession to establish college thereon. Thus a Social & Charitable trust namely 'Panchla Panchla Azeem Moazzam Educational and Welfare Trust' represented by its President and Secretary Prof. Dr. Abdur Rahim Khan and Sk. Mujibar Rahaman respectively, came into exercise – its 17 trustees being chosen from all walks of life including the members of Managing Committee of School. Thereafter, the Trust ultimately submitted a formal application to the West Bengal State Council of Higher Education, Govt. of West Bengal, for establishment of the much desired General Degree College – The President and Secretary of the College Organizing Committee being Sri Sushil Adhikary and Ms. Doli Roy respectively. On completion of the several formalities the Higher Education Dept., Govt. of West Bengal issued the necessary order, Vide G.O. No. 741 (2)- Edn (CS) dt. 17/09/2010 to establish 'panchla Mahavidyalaya'.</p>
Purpose of Audit	To verify the implementation of the Energy Management System as per the ISO 50001:2018 Standards Requirement, verification of records for the conformity of the implementation.

CHANGE DETAIL:

Audit Duration for Stage 2	
Are quoted man-days adequate?	Yes
Any change in employee detail?	None
Any Change in Scope?	None
Any additional	None

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SUMMARY OF AUDIT

AREA OF IMPROVEMENTS	
1	No such significant area identified as critical w.r.t energy consumption

Non-Conformities Raised

0 Minor/Major Non-conformance identified in the Stage 2 audit, details of Non Conformance in F50

Please respond by using your own corrective action form and include the root cause analysis with systemic corrective action. Failure to include root cause analysis with systemic corrective action will result in your responses being rejected by Lead Auditor

Team Leader Declaration (Tick or cross Each Column as per applicability)

√	Auditing is based on a sampling process of the available information
√	Audit is combined, joint or integrated;
√	The effectiveness of corrective actions taken regarding previously identified
√	nonconformities has verified
√	outcomes are effective and complying.
√	The internal audit and management review process are effective and complying with the requirements.
√	The scope of certification is appropriate.
√	The capability of the management system to meet applicable requirements and expected
√	The audit objectives has been fulfilled and achieved.

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Recommendation:

√	<p>The quality system complies with the requirements of the reference standard: Congratulations, on the basis of the above summary, Lead Auditor is pleased to put forward a recommendation for Issuance of Certificate. The organization can use the AQC Mark</p>
×	<p>The quality system complies with the requirements of the reference standard with exception of minor NC: Congratulations, Team Leader is pleased to put forward a recommendation for Issuance of the certificate of Organization upon off-site verification of closure of all minor NC within 60 days from the date of Stage 2 audit. Responses to the non-conformances should be submitted to AQC and must include supporting evidence of closure to allow for off-site verification. In responding to the non-conformances, the organization should consider the root cause of the non-conformance and the potential for related issues in other parts of system. If all non-conformances are not closed within 60 days, a full reassessment may be required.</p>
×	<p>Evidence of major non conformities: Organization is not recommended for Issuance of Certificate and at this time. Follow-up audit will be scheduled to allow for on-site verification and closure of all issues within 60 days from the date of Stage 2. Once all non-conformances are closed, the recommendation for Issuance of certification may be recommended. If all non-conformances are not closed within 60 days, a full reassessment may be required.</p>
×	<p>Not Recommended: Organization is not recommended for Issuance of certificate at this time. Full Stage 2 audit is required as the organisation has not implemented the system and process at pace.</p>
	<i>Proposed Audit Date for 1st Surveillance Audit 11.07.2024 (mm/dd/yy)</i>

Sign Off : (Date) 12.07.2023

AQC Report Submission

Name of Team Leader: Amallesh Kr. Mandal

Signature:

Amallesh Kr. Mandal

Client Acceptance for Report

Name: Dr. Arpita Mandal (Nandi)

Sign

Arpita Mandal (Nandi)

Authorization: Empanelled Auditor from IAF accredited Certification Body, Energy Auditor from National Productivity Council, IRCA Accredited Lead Auditor on ISO 50001:2018

Principal
PANCHLA MAHAVIDYALAYA
Raghudevpur, Rajapur, Howrah

Designation: Principal

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AUDIT CHECKLIST

VERIFICATION OF DOCUMENTED INFORMATION & RECORDS AS PER STD REQUIREMENT (C- Conformity, NC-Non-Conformity, O-Observation)		
Clause Number	C/NC/O	Document Verification detail with statement of Conformity
4 Context of the organization		
4.1 Understanding the organization and its context (External and Internal Issues)	C	Identified and included in Manual. (Under clause 4.1 of Doc. Ref. No. ENMS/L1, dtd. 02.04.2022) *To capture those issues Staff and student feedback process initiated and documented for review.
4.2 Understanding the needs and expectations of interested parties (Need & Expectation of Interested parties)	C	Identified and included in Manual. (Under clause 4.2 of Doc. Ref. No. ENMS/L1, dtd. 02.04.2022) *To capture those issues Staff and student feedback process initiated and documented for review.
4.3 Determining the scope of the energy management system	C	Scope established and included in Manual. (Under clause 4.3 of ENMS/L1 Manual) Scope defined in Manual and found as per course delivery. Verified against their affiliation.
4.4 Energy management system	C	Process Flow/Process description found established as guided by accreditation norms.
5 Leadership		
5.1 Leadership and commitment (Ensure Top Management Commitment)	C	Interviewed with Top Management (Here Principal), found committed to communication of respective Energy Policies, Projects and implementation of Energy specific Projects.
5.2 Energy policy (Documented, communicated, availability and Review)	C	Energy Policy established and displayed in notice board, signed by Principal. Advise them to display for others stakeholders as well as in Website.
5.3 Organization roles, responsibilities and authorities (Assigned and communicated by Top Management)	C	Defined in Manual and available in College office.
6 Planning		

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6.1 Actions to address risks and opportunities	C	Risk Register found maintain (Doc. Ref. No. EnMS/POT/E-RISK/01), initially found 3 nos Energy risk identified.																						
6.2 Objectives, energy targets and planning to achieve them (Consistent with Energy Policy, SEU, documented, measurable, communicated and updated)	C	Energy Objectives found established and planned to achieve action (MAP), Projects taken Like “Efficient use of Energy Resources” and monitoring methodology found set to achieve the goal.																						
6.3 Energy review (Current type of energy use, past and current consumption, documented and updated)	C	<p>Energy review has done based on Meter reading study and kept as documented information.</p> <p>Current list of Energy sources found available including Significant energy sources in their Green monitoring report for review.</p> <p>You may put your current list of energy source here</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Electrical device/items</th> <th style="text-align: center;">Number</th> </tr> </thead> <tbody> <tr> <td>Normal Tubelight</td> <td style="text-align: center;">06</td> </tr> <tr> <td>LED Tubelight</td> <td style="text-align: center;">141</td> </tr> <tr> <td>Normal Bulb</td> <td style="text-align: center;">01</td> </tr> <tr> <td>LED Bulb</td> <td style="text-align: center;">09</td> </tr> <tr> <td>Ceiling Fan</td> <td style="text-align: center;">118</td> </tr> <tr> <td>Wall fan</td> <td style="text-align: center;">03</td> </tr> <tr> <td>Zero Bulb</td> <td style="text-align: center;">11</td> </tr> <tr> <td>Stand Fan</td> <td style="text-align: center;">01</td> </tr> <tr> <td>Halogen Light</td> <td style="text-align: center;">01</td> </tr> <tr> <td>Round Bulb</td> <td style="text-align: center;">02</td> </tr> </tbody> </table>	Electrical device/items	Number	Normal Tubelight	06	LED Tubelight	141	Normal Bulb	01	LED Bulb	09	Ceiling Fan	118	Wall fan	03	Zero Bulb	11	Stand Fan	01	Halogen Light	01	Round Bulb	02
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6.4 Energy performance indicators (Documented and updated)	C	Documented in the form of Energy projects.																						
6.5 Energy baseline (Documented and review periodically and retention)	C	Energy baseline declared as last year Power consumption, accordingly projects taken to review and reduce the Power.																						
6.6 Planning for collection of energy data (Accuracy and repeatable, documented and retention)	C	Electrical Energy bill statements kept available for further review.																						

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7 Support

7.1 Resources (Determination of resource required)	C	Resource requirements discussed in committee meeting. Outcome of meeting available.
7.2 Competence (determine, documented and retain the competence)	C	Training planning and related training records found available. Awareness training conducted by External consultant. 1. Training on Standard given by External body “Management System Consultancy”
7.3 Awareness (Objective, Policy, Non-Conformance of EnMS)	C	Done through training and display. 1. Training on Standard given by External body “Management System Consultancy”
7.4 Communication (What, When, With Whom, How & Who)	C	Done through display, mail, meeting minutes.
7.5 Documented information (Creation, Updating, Control, Retention, External Origin, Storage & Preservation)	C	Control of documented information procedure established. Control of documented information procedure established. 1. ENV5 (Environmental Science) is taught as a compulsory paper in Semester 2 of all the programmes

8 Operation

8.1 Operational planning and control (Documented, Plan, Implement, Control the process related to SEU and communication)	C	Operational procedures established supported with work instructions and related records. Project review checked
8.2 Design (Documented, Specification, design consideration)	C	Design part not included
8.3 Procurement (Establish & Implement criteria for evaluating energy performance)	C	Effectively implemented, tendering system applicable in procurement. Comparative statement found available against any purchase.

9 Performance evaluation

9.1.1 General (Monitoring, measurement, analysis and evaluation of energy performance and the EnMS)	C	Criteria set against each Project mapping, to monitor the performance and effectiveness of the Energy performance. Current Status: 1. Project mapping Vs. monitoring
9.1.2 Evaluation of compliance with legal requirements and other requirements	C	Panchla Mahavidyalaya affiliated under University of Calcutta.

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9.2 Internal audit (Frequency and Effectiveness)	C	Yes, Internal Audit Report w.r.t Year to year Green monitoring checked found conducted and maintained properly against all possible parameters.
9.3 Management review (Frequency and input/output)	C	Yes, their committee meeting outcome maintained. Discussed with all Agenda points and meeting conducted as per plan.
10 Improvement		
10.1 Nonconformity and corrective action	C	Procedure established and monitored through project planning.
10.2 Continual improvement	C	Objective and monitoring data found available.

END OF REPORT