**Ministry of Environment, Solid Waste Management and Climate Change**

Environmental awards 2023

for BEST Environmental initiatives in Educational Institutions

**PARTICIPATION FORM**

**A. Category**

Please tick (✔) **one** category as appropriate:

|  |  |
| --- | --- |
| [ ]  | Pre-Primary schools (public and private);  |
| [ ]  | Primary schools (state/private aided/ private non-aided);  |
| [ ]  | Secondary schools (state/private aided/ private non-aided);  |
| [ ]  | Tertiary institutions (public and private); and  |
| [ ]  | Training institutions (public and private). |

**B. Organisation/Institution details**

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| Name of Organisation/Institution |

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| Address |

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| Telephone | Email |

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**C. Contact Person details**

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| Full name (Block letters) |

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| Designation |

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| Contact address, if different from above |

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| Telephone | Email |

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***NOTE: The contact details must be correctly and clearly written for future correspondences.***

**D. Best Environmental Initiatives**

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| 1. Select (✔) the best environmental initiatives implemented in your organisation |

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| [ ]  | Energy conservation / Energy efficiency (e.g., savings on electricity bills through photovoltaic panels, replacement of electrical appliances and machines by energy efficient ones, energy audit, etc.) |
| [ ]  | Water conservation  |
| [ ]  | Savings on water bills through rain water harvesting |
| [ ]  | Reuse of treated water |
| [ ]  | Waste management  |
| [ ]  | Separate bins for sorting of waste |
| [ ]  | Composting |
| [ ]  | Separate collection of waste by recyclers |
| [ ]  | Recycling of electronic material |
| [ ]  | Policy on disposal of wastewater and chemicals |
| [ ]  | Sustainable procurement |
|  | [ ]  | Procurement of green products for office use and for workshops/events |
| [ ]  | Management of chemicals  |
| [ ]  | Procurement policy for eco-friendly raw materials and dyes |
| [ ]  | Measures to control pollution  |
| [ ]  | Air  |
| [ ]  | Noise |
| [ ]  | Water |
| [ ]  | Green Building and Infrastructure |
|  | [ ]  | Optimising natural ventilation |
| [ ]  | Natural lighting |
| [ ]  | Certification on Energy Conservation |
| [ ]  | Greening the premises in a sustained manner  |
|  | [ ]  | Placing of indoor plants |
| [ ]  | Green roofs |
| [ ]  | Green walls |
| [ ]  | Green corners |
| [ ]  | Gardens/green spaces  |
| [ ]  | Circular economy  |
|  | [ ]  | Practice of repairing and re-use policy |
| [ ]  | Donation of unused items |
| [ ]  | Repurpose of equipment |
| [ ]  | Vacant building/ unused space |
| [ ]  | Higgs Index Score ( sustainable apparel coalition) |
| [ ]  | Eco-friendly commuting practices / sustainable mobility (e.g., hybrid/electric cars / public transport, carpooling, work from home, etc) |
| [ ]  | Sustained green culture /sustainable practices within the organisation (e.g., green charter for the organisation, etc) |
| [ ]  | Greening of meetings, workshops and events (e.g., digitalisation, paperless, etc) |
| [ ]  | Zero plastic office (e.g., use of reusable cutlery, plates, cups, glass water bottles, etc) |
| [ ]  | Amenities for health and wellness promotion (e.g., availability of fitness facilities, promoting physical activity, promoting clinical preventive services, etc) Policy for packaging ( E.g. not using single use plastics in packaging of products)  |

Note : to supplement the above with policy documents, bills, receipts , pictures or any other documentary evidence to support the initiatives

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| If your initiative(s) falls outside the above list, please indicate here |

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| 2. Provide a summary of your initiative(s) (**not exceeding 500 words**). |

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| 3. Provide a write up of your initiative(s) answering the following questions:  |

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| 1. Describe your initiative including aims and objectives.
2. When did the initiative begin?
3. Describe how the object was implemented.
4. What is the environmental impact of the initiative?
5. Obstacles encountered and how was it resolved?
6. Was there anything innovative about the project/initiative?
7. How viable and sustainable is this initiative?

**Note: Please provide photos, graphics or any relevant documents as evidence to support**  **your entry.** |

**Disclaimer**

**I hereby declare that:**

* **The information contained in this participation form is true and correct.**
* **I have read and understood the guidelines.**
* **I agree to the terms and conditions of this Award.**
* **I agree that The Organiser may use the names of the Winners, quotes, photos, videos from the Award Ceremony where the Participants are visible in any media channels.**

***Name of Head of institution : ………………………………………………….***

***Signature : …………………………….……………………***

***Date : ………………………………………………….***

*The duly filled participation form and relevant documents should be submitted to this Ministry* *via email on* ***wed2023education@gmail.com****, not later* ***than 08th May 2023******at latest by 10 00 hrs****.*