

AQC GLOBAL LLC	F19EN18
ISO 50001:2018	Issue 01
Stage 1 Energy Audit Report	Rev 05

Name of the Organization	Maynaguri College	
Address	NH31, Bagzan, Maynaguri, Jalpaiguri, West Bengal 735224	
Site Address (If any)		
No. of Employees	Teaching = 59, Non-teaching = 25, House-keeping =2, Security =3, Electrician=1, Total = 90	
No. Of Shift	1	
E mail id	collegemaynaguri@gmail.com ,	
Contact Person	DR. DEBKUMAR MUKHERJEE	
Telephone/Fax	+91-3561-234298	
Scope	Teaching, Learning and Evaluation processes relating to awarding of B.A. and B.SC Hons. Course along with B.A. and B.SC General Course, Diploma/Certificate courses like Hospitality Management, Tourism, Retail Management, etc. UG and PG courses of different subjects considering Environment friendly and Energy efficient manner in College Green Campus.	
Technical Area	Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility	
Audit Team	Lead Auditor: Amallesh Kr. Mandal Auditor: Technical Expert	Audit duration Man day(s): Technical Expert
Starting date of Audit	19.06.2023	
End Date of Audit	19.06.2023	
Brief about the organization	<p>Nestling in the midst of open green fields in the western fringe of Jalpaiguri District, Maynaguri College has taken an important role in the educational scenario of the northern part of West Bengal. This seat of education lies 4 K.M. North of Maynaguri town en route to Siliguri via Sevoke. The College was established on 18th November 1999. It is an Undergraduate Degree college affiliated to the University of North Bengal. In 2007-2008, Maynaguri College was accredited by NAAC with “B” grade and in 2016, the same was reaccredited by NAAC with a “B+” Grade.</p> <p>The College rests on an idyllic and rural environment with a demographic dominance of SC/ST population. There is about 70 percent of the total population that belongs to the Scheduled Caste/Tribe community. Lack of infrastructural facilities and prevalence of backwardness are the hindrances to the growth of education system in the region. In such circumstances, the establishment of this College was very important to spread the light of education among the host of the population of the region. One salient feature of the College is that most of the students are first generation learners. Since for a long time the region was deprived of higher education and it is because of this, the young generation of</p>	

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	<p>the area flock to this College with full enthusiasm. Thus, in spite of its infancy and relatively young academic run, the College has been able to acquire remarkable progress in the field of disseminating higher education in the region.</p> <p>In 2002, among the first batch of this College, the percentage of students who passed the Graduate level examination in all disciplines was 75 percent, while in 2003 it reached 77 percent. In 2004, this rate jumped to a remarkable 88 percent in respect of the total number of students enrolled. In 2012, this figure of total enrolment of students was about four thousand with a pass percentage of 94 percent and 72 percent in the Honours and General levels of Graduation, respectively. These figures reflect as to how this relatively new institution grew day by day over the years since its inception, both in terms of its quality and quantity as well.</p>
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

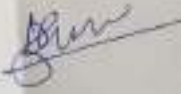
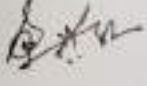
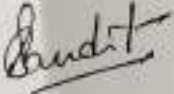

CHANGE DETAIL

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

ATTENDENCE SHEET:

NAME OF PERSON	DESIGNATION
<i>Anand K. Mandal</i>	Lead Auditor
<i>[Signature]</i>	Coordinator, IQAC, Maynaguri College.

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	Member, IQAC, Maynaguri College.
	Member, IQAC, Maynaguri College.
	Bursar, Maynaguri College.
	Member, Eco Club, Maynaguri College

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.

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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.
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 19.06.2023	
AQC Report Submission	Client Acceptance for Report
Name of Auditor: Amalesh Kr. Mandal Signature: <i>Amalesh Kumar Mandal</i>	Name: Dr. Debkumar Mukherjee  Principal Maynaguri College Jalpaiguri Sign Designation: Principal, Maynaguri College

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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)	C
Has the discussion held with personnel of the Client company for readiness for stage-2?	Yes	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)	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”	C
Has the client having understanding with the ISO 50001:2018 Standard requirement?	Yes. Awareness training has conducted by external consultant.	C
Is the scope is having boundaries and specific to client organization?	Yes scope found suitable as per client specific.	C
Is client having Multisite then level of control is established.	Not applicable	C
Is organization analyse 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.	C
Based on the analysis of energy used and consumption, Is organization identify the areas of significant energy use.(identify the facilities,	List of energy sources are available, significant energy sources identified. Energy program found established.	C

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equipment, systems, processes and personnel working for, or on behalf of, the organization that significantly affect energy use and consumption?		
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?	No such mandatory protocol applied on them. They has identified their own improvements parameters.	C
Is the resource are adequate for stage 2 audit?	Yes	C
Is Internal Audit planned and performed and effective?	Last Internal scheduled on 01.03.2023	C
Is MRM planned and performed and Effective?	Last MRM held on 09.03.2023	C

END OF REPORT

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Name of the Organization	Maynaguri College	
Address	NH31, Bagzan, Maynaguri, Jalpaiguri, West Bengal 735224	
Site Address (If any)		
No. of Employees	Teaching = 59, Non-teaching = 25, House-keeping =2, Security =3, Electrician=1, Total = 90	
No. of Shift	1	
E mail id	collegemaynaguri@gmail.com ,	
Contact Person	DR. DEBKUMAR MUKHERJEE	
Telephone/Fax	+91-3561-234298	
Scope	Teaching, Learning and Evaluation processes relating to awarding of B.A. and B.SC Hons. Course along with B.A. and B.SC General Course, Diploma/Certificate courses like Hospitality Management, Tourism, Retail Management, etc. UG and PG courses of different subjects considering Environment friendly and Energy efficient manner in College Green Campus.	
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	10.07.2023	
End date of Audit	10.07.2023	
Brief about the organization	<p>Nestling in the midst of open green fields in the western fringe of Jalpaiguri District, Maynaguri College has taken an important role in the educational scenario of the northern part of West Bengal. This seat of education lies 4 K.M. North of Maynaguri town en route to Siliguri via Sevoke. The College was established on 18th November 1999. It is an Undergraduate Degree college affiliated to the University of North Bengal. In 2007-2008, Maynaguri College was accredited by NAAC with "B" grade and in 2016, the same was reaccredited by NAAC with a "B+" Grade.</p> <p>The College rests on an idyllic and rural environment with a demographic dominance of SC/ST population. There is about 70 percent of the total population that belongs to the Scheduled Caste/Tribe community. Lack of infrastructural facilities and prevalence of backwardness are the hindrances to the growth of education system in the region. In such circumstances, the establishment of this College was very important to spread the light of education among the host of the population of the region. One salient feature of the College is that most of the students are first generation learners. Since for a long time the region was deprived of higher education and it is because of this, the young generation of the area flock to this College with full enthusiasm. Thus, in spite of its infancy and relatively young academic run, the College has been able to acquire remarkable progress in the field of disseminating higher education in the region.</p> <p>In 2002, among the first batch of this College, the percentage of students who passed the Graduate level examination in all disciplines was 75 percent, while in 2003 it reached 77 percent. In 2004, this rate jumped to a remarkable 88 percent in respect of</p>	

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	the total number of students enrolled. In 2012, this figure of total enrolment of students was about four thousand with a pass percentage of 94 percent and 72 percent in the Honours and General levels of Graduation, respectively. These figures reflect as to how this relatively new institution grew day by day over the years since its inception, both in terms of its quality and quantity as well.
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 Information:	None

ATTENDENCE SHEET:

NAME OF PERSON	DESIGNATION
<i>Anabala K. Mandal</i>	
<i>[Signature]</i>	Coordinator, IQAC, Maynaguri College.
<i>[Signature]</i>	Member, IQAC, Maynaguri College.
<i>[Signature]</i>	Member, IQAC, Maynaguri College.
<i>[Signature]</i>	Bursar, Maynaguri College.
<i>[Signature]</i>	Member, Eco Club, Maynaguri College


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√	The audit objectives has been fulfilled and achieved.
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Recommendation:

√	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
×	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.
×	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 recommended. If all non-conformances are not closed within 60 days, a full reassessment may be required.
×	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.
	<i>Proposed Audit Date for 1st Surveillance Audit 09.07.2024 (mm/dd/yy)</i>

Sign Off : (Date) 10.07.2023

AQC Report Submission	Client Acceptance for Report
Name of Team Leader: Amalesh Kr. Mandal Signature: <i>Amalesh Kumar Mandal</i>	Name: Dr. Debkumar Mukherjee  Principal Maynaguri College Jalpaiguri Sign Designation: Principal, Maynaguri College

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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)
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)
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)
4.4 Energy management system	C	Process Flow found established and as per UGC norms.
5 Leadership		
5.1 Leadership and commitment (Ensure Top Management Commitment)	C	Interviewed with Top Management, 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. 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 found as per Government protocol.
6 Planning		
6.1 Actions to address risks and opportunities	C	Risk Register found maintain (Doc. Ref. No. EnMS/POT/E-RISK/01), Initially, 4 nos energy risks has identified and proper action plan has initiated.

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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	Energy review has done based on Meter reading study and kept as documented information. Current list of Energy sources found available including Significant energy sources.
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.
7 Support		
7.1 Resources (Determination of resource required)	C	Found 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.
7.3 Awareness (Objective, Policy, Non Conformance of EnMS)	C	Done through training and display
7.4 Communication (What, When, With Whom, How & Who)	C	Done in the form of minutes and display.
7.5 Documented information (Creation, Updating, Control, Retention, External Origin, Storage & Preservation)	C	Control of documented information procedure established.
8 Operation		
8.1 Operational planning and control (Documneted, Plan, Implement, Control the process related to SEU and communication)	C	Operational procedures established supported with work instructions and related records.
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.
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

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9.1.2 Evaluation of compliance with legal requirements and other requirements	C	Compliance register found available
9.2 Internal audit (Frequency and Effectiveness)	C	Yearly frequency and Internal Audit plan/records found available, Last Internal scheduled on 01.03.2023.
9.3 Management review (Frequency and input/output)	C	MRM agenda and minutes found available. Last MRM held on 09.03.2023.
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