

AQC GLOBAL LLC	F15 Issue 01 Rev 05
ISO 14001:2015	
Stage 1 Audit Report	

Name of the Organization	SEWNARAYAN RAMESWAR FATEPURIA COLLEGE	
Address	SEWNARAYAN RAMESWAR FATEPURIA COLLEGE, PO-BELDANGA, DISTRICT-MURSHIDABAD, PIN-742133, WEST BENGAL	
Site Address (If any)		
No. of Employees	Teaching = 64, Non-teaching = 8, House-keeping =2, Security =1, Electrician=1, Total = 76	
E mail id	principal@srfatepuriacollege.in / collegesrf@yahoo.com	
Contact Person	Dr. Suhas Roy	
Telephone/Fax	8918781824	
Scope	Teaching, Learning and Evaluation processes relating to awarding of Bachelor Degrees in Arts, Science. Commerce considering Environment friendly and Energy efficiency manner in College Green Campus.	
Technical Area	Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility	
Exclusions	None	
Audit Team	Lead Auditor: Amalesh Kr. Mandal Auditor: Technical Expert:	Audit duration Man day(s):
Start date of Audit	19.06.2023	
End Date of Audit	19.06.2023	
Brief about the organization	<p>Sewnarayan Rameswar Fatepuria College has been rendering its services for more than five and half decades with best level of satisfaction of students, guardians, alumnis and other stakeholders. With time, it has taken the shape of a robust family constituting innumerable students, teachers and non-teaching employees. Each member of this family is special and progress of each member is very important for us. The Governing Body headed by the hon'ble District Magistrate, Murshidabad is lending immense support to our activities. The donor members of the College are always taking care of all development activities. The nominees of the Government and the University of Kalyani are actively co-operating our all sorts of endeavours. Teachers and non- teaching employees of the College are doing their duties incessantly. Students, the most valuable stakeholders, are encouraging us to do better. They are co-operative, timid, gentle, keen for learning and hard working. Success of the College which is currently noticed before all is inevitably obtained by the united and unidirectional efforts of all the stakeholders. It is to be maintained. As the Principal of the College my first and foremost duty is to ensure that this familial relationship stays intact and promote belongingness within the institution amongst them. Talents and competencies within them are to be extracted in</p>	

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	<p>such a manner that many more success stories are composed. Qualitative development is to be focused in every corner of the College. Success has no limit. We have to plan a brighter roadmap for the days to come keeping feet on the ground of reality.</p> <p>The College has introduced the Undergraduate Curriculum Framework recommended by the National Education Policy 2020 since the commencement of the current academic session 2023-24. It has also introduced a number of add-on/certificate courses since last couple of years. The College has been organizing academic seminars /webinars/workshops quite frequently at state, national and international levels. It also signed MOU with many higher educational institution within the state for faculty exchange, student exchange, cultural exchange, collaborative Academic & sports activities.</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

ATTENDANCE SHEET:

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NAME OF PERSON	DESIGNATION
<i>Analesh K. Mandal</i>	Lead auditor
Dr. Suhas Roy	PRINCIPAL, S. R. FATEPURIA COLLEGE
<i>Dr. Malay Kumar Ghosh</i>	<i>Coordinator, IRAC, S.R. F. College.</i>

✓
 Suhas
 Principal
S.R. Fatepuria College
 P.O.-Beldanga, Dt.-Murshidabad

SUMMARY OF AUDIT

AREA OF IMPROVEMNET	
(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 Non-conformance 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 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: Amallesh Kumar Mandal Signature: <i>Amallesh Kumar Mandal</i>	Name: DR. SUHAS ROY Signature: <i>Suhas</i> Designation: Principal S.R. Fatepuria College P.O.-Beldanga, Dt.-Murshidabad

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AUDIT CHECKLIST

REQUIREMENTS	COMMENTS	Status C/NC/O
Is the Information is documented as required as per the ISO 14001:2015?	Manual (EMS/001 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 this month the Stage-2 need to be completed.	C
Are Process and support processes identified and determined?	Yes	C
Has the Client site specific conditions are evaluated?	Established and implemented	C
Has the company identified key performance, Process, Objectives, Impact and Aspect analysis and operation of Management System?	Yes. Environment related objectives and programs are found set and Environmental aspect/impact analysis found established.	C
Has the client having understanding with the ISO 14001:2015 Standard requirement?	Yes. They have hired external consultant for that too. Awareness done.	C
Is the scope is having boundaries and specific to client organization?	Yes	C
Is client having Multisite then level of control is established.	Not applicable	C
Is process and Equipment used are adequate?	Yes	C
Has client identified Legal and Statutory Requirements applicable to Product and Organization?	Yes as per UGC guidelines.	C
Is the resource are adequate for	Yes	C

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stage 2 audit?		
Is Internal Audit planned and performed and effective?	Last done on 11.03.2023 covering ISO 14001:2015 standards.	C
Is MRM planned and performed and Effective?	Yes last done on 23.03.2023, minutes are available.	C

END OF REPORT

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Stage 2 Audit Report	

Name of the Organization	SEWNARAYAN RAMESWAR FATEPURIA COLLEGE	
Address	Sewnarayan Rameswar Fatepuria College, PO-Beldanga, District-Murshidabad , PIN-742133, West Bengal	
Site Address (If any)		
No. of Employees	Teaching = 64, Non-teaching = 8, House-keeping =2, Security =1, Electrician=1, Total = 76	
NO. of Shift	1	
E mail id	principal@srfatepuriacollege.in / collegesrf@yahoo.com	
Contact Person	Dr. Suhas Roy	
Telephone/Fax	8918781824	
Scope	Teaching, Learning and Evaluation processes relating to awarding of Bachelor Degrees in Arts, Science , Commerce along considering Environment friendly and Energy efficiency manner in College Green Campus.	
Technical Area	Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility	
Exclusion	None	
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>Sewnarayan Rameswar Fatepuria College has been rendering its services for more than five and half decades with best level of satisfaction of students, guardians, alumnis and other stakeholders. With time, it has taken the shape of a robust family constituting innumerable students, teachers and non-teaching employees. Each member of this family is special and progress of each member is very important for us. The Governing Body headed by the hon'ble District Magistrate, Murshidabad is lending immense support to our activities. The donor members of the College are always taking care of all development activities. The nominees of the Government and the University of Kalyani are actively co-operating our all sorts of endeavours. Teachers and non- teaching employees of the College are doing their duties incessantly. Students, the most valuable stakeholders, are encouraging us to do better. They are co-operative, timid, gentle, keen for learning and hard working. Success of the College which is currently noticed before all is inevitably obtained by the united and unidirectional efforts of all the stakeholders. It is to be maintained. As the Principal of the College my first and foremost duty is to ensure that this familial relationship stays intact and promote belongingness within the institution amongst them. Talents and competencies within them are to be extracted in such a manner that many more success stories are composed. Qualitative development is to be focused in every corner of the College. Success has no limit. We have to plan a brighter roadmap for the days to come keeping feet on the ground of reality.</p>	

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	The College has introduced the Undergraduate Curriculum Framework recommended by the National Education Policy 2020 since the commencement of the current academic session 2023-24. It has also introduced a number of add-on/certificate courses since last couple of years. The College has been organizing academic seminars /webinars/workshops quite frequently at state, national and international levels. It also signed MOU with many higher educational institution within the state for faculty exchange, student exchange, cultural exchange, collaborative Academic & sports activities.
Purpose of Audit	To verify the implementation of the Environmental Management System as per the 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

ATTENDANCE SHEET:

NAME OF PERSON	DESIGNATION
<i>Anandesh K.S. Mondal</i>	Lead Auditor
DR. SUHAS ROY	PRINCIPAL, S.R.FATEPURIA COLLEGE, BELDANGA, MURSHIDABAD.
<i>Dr. Malay Kumar Ghosh</i>	<i>Coordinator, I.R.A.C. S.R. Fatepuria college.</i>

Suhas
Principal
S.R. Fatepuria College
P.O.-Beldanga, Dt.-Murshidabad

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SUMMARY OF AUDIT

AREA OF IMPROVEMENTS	
1	No such improvement points identified in current period.

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 EMS 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 EMS 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.</p> <p>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.</p> <p>Once all non-conformances are closed, the recommendation for Issuance of certification may recommended.</p> <p>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 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. SUHAS ROY Sign: <i>Suhas</i> Designation: Principal

S.R. Fatepuria College
P.O.-Beldanga, Dt.-Murshidabad

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AUDIT CHECKLIST

VERIFICATION OF DOCUMENTED INFORMATION & RECORDS AS PER STD REQUIREMENT (C- Conformity, NC-Non Conformity, O-Observation)
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Clause Number	C/NC/O	Document Verification detail with statement of Conformity
4.1 Understanding the organization and its context (Determination of external and Internal Issues)	C	Identified and included in Manual (Doc. Ref. No. EMS/001, Dtd. 02.04.2022)
4.2 Understanding the needs and expectations of interested parties (Determination, Monitor & Review of the Interested Parties)	C	Identified and included in Manual (Doc. Ref. No. EMS/001, Dtd. 02.04.2022)
4.3 Determine and maintained Documented Information the scope of the Environmental management system (Boundaries and Type of Product and Services and any requirement not applicable)	C	Scope established and included in Manual (Doc. Ref. No. EMS/001, Dtd. 02.04.2022), Section No. - EMS/11 Page. No. 12
4.4 Environmental management system and its processes (Established, Implement and maintained, process and Interaction of Process)	C	Process Flow found established. College operation predefined as per government norms.
5.1 Leadership & Commitment (Statement of ensurity)	C	Interviewed with Top Management (Principal) regarding Environment management system. Several Project has initiated and monitored as per plan.
5.2 Environmental policy (Documented Information, Establish, Implement, Maintain, communicated and understood)	C	Environmental Policy established (Section No. - EMS/15, Page no 16)
5.3 Organizational roles, responsibilities and authorities	C	Defined in Manual as per Governmental norms.
6.0 Planning		
6.1.1 Actions to address risks and opportunities (Risk Assessment has done with prevention of undesirable effects)	C	Risk Register found maintain and accordingly project taken.
6.1.2 Determination and maintained documented information of Environmental Aspect, associated impacts Criteria Used and significant aspects and, of the activity and Environmental Impacts	C	Aspect/Impact Register found maintain. (DOC. NO:MAC/ASPECT/01)
6.1.3 Determination of the Compliances Obligation and maintained documented information how to comply.	C	Compliance register found available and complied as per UGC and others norms.
6.1.4 Planning action for Environmental aspect, Compliance Obligation and Risk and	C	Planning records found available (In the form of projects)

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Opportunities.		
6.2 Environmental objectives and planning to achieve them (Documented, Measurable, Monitored and communicated)	C	Environmental Objectives found established and planned to achieve action (MAP)- Doc. No. ENV/OBJ
7.1 Resources (Resource needed for Continual Improvement)	C	Found available
7.2 Competence (Employee records & Competence skill matrix)	C	Related training records found available
7.3 Awareness (Environmental Policy, Objectives & Effectiveness of EMS)	C	Done through training
7.4 Communication (what, who, when, whom, how with retained documented information)	C	Done
7.5 Documented information (External Origin, Creation, Updation, Distribution, Preservation, version control, Retention and disposition)	C	Document control done
8.1 Operational planning and control (Plan, Implement and control of process, documented information for process carried out as planned and Conformity of product or services)	C	Operational procedures established supported with work instructions and related records.
8.2 Emergency Prepared and Responses (Mitigation of Adverse Environmental Impact, Respond to Emergency situation, Periodically review and Training of the Emergency)	C	EPRP document and mock drill training given. There are no such exposure of emergency as per their work nature and campus conditions.
9.1.1 Monitoring, Measurement analysis and evaluation	C	Environment monitoring: Their Own monitoring data report in the form of "Green Audit" found maintained in every assessment year wise. Monitoring done against respective parameters.
9.1.2 Evaluation Of Compliances Documented (Frequency and Action on Evaluation)	C	Compliance register found available
9.2 Internal Audit (Frequency and Documented Information for Implementation of Audit Program and the audit result)	C	Yearly frequency and Internal Audit plan/records found available. Last done (11.03.2023)
9.3 Management Review (Frequency, Input, Output, Documented Information for MRM Results)	C	MRM agenda and minutes found available. Last done 23.03.2023.
10.1 Improvement – General	C	Done and included in MRM
10.2 Nonconformity and corrective action (Documented Information for nature of NC and result of action taken)	C	Procedure established.

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10.3 Continual improvement	C	Objective and monitoring data found available.
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END OF REPORT

Certificate of Registration

This is to Certify that
Environmental Management System of

SEWNARAYAN RAMESWAR FATEPURIA COLLEGE

SEWNARAYAN RAMESWAR FATEPURIA COLLEGE, PO-BELDANGA,
DISTRICT-MURSHIDABAD-742133, WEST BENGAL, INDIA.

has been assessed and found to conform to the requirements of
ISO 14001:2015
for the following scope :

TEACHING, LEARNING AND EVALUATION PROCESSES RELATING TO
AWARDING OF BACHELOR DEGREES IN ARTS. SCIENCE, COMMERCE
ALONG WITH POST-GRADUATION DEGREE ARTS. SCIENCE
CONSIDERING ENVIRONMENT FRIENDLY AND ENERGY EFFICIENCY
MANNER IN COLLEGE GREEN CAMPUS.

IAF CODE: 37

Certificate No	: 23EEMI22	Issuance Date	: 09/01/2024
Initial Registration Date	: 09/01/2024		
Date of Expiry*	: 08/01/2027		
1st Surv. Due	: 09/12/2024	2nd Surv. Due	: 09/12/2025

Director



(Scan to Verify)

Assurance Quality Certification LLC

Head Office: Sharjah Media City, SHAMS, Sharjah, UAE. e-mail: info@aqcworld.com

Key Location: A-60, Sector - 2, Noida, Uttar Pradesh, 201301, India.

*Validity of the Certificate is subject to successful completion of surveillance audit on or before of due date, (in case surveillance audit is not allowed to be conducted, this certificate shall be suspended/withdrawn).

Certificate Verification: Please Re-check the validity of certificate at <http://www.aqcworld.com/activeclients.aspx> or www.aqcworld.com at Active Clients.

Certificate is the property of Assurance Quality Certification LLC and shall be returned immediately when demanded