

**MECON LIMITED**  
**RANCHI**

**Specific Sustainable Development Plan**

**For the Year 2012-13**

## **Sustainable Development Policy Statement**

MECON will strive to contribute for the sustainable growth of country's economy while simultaneously working on and maintaining social and environmental sustainability.

MECON is committed towards the objectives of sustainable development, through its activities and services.

## **Sustainable Development Policy Objectives**

### **MECON will:**

- Promote understanding of sustainable development to our employees, vendors, associates and raise awareness towards sustainable development.
- Ensure that sustainability considerations related to Energy Management, Material & Natural Resources Management, Waste Management, Supply Chain and Life Cycle Based Procurement are integral in our decision-making processes.
- Share our successes and good sustainable practice, and provide a positive role model for others by having a specific organization structure in place for guidance, implementation, monitoring and review of the activities and targets for Sustainable Development.

# Specific Sustainable Development Plan 2012-13

MECON's Specific Sustainable Development Plan has been developed in line with the guidelines issued by Department of Public Enterprises. The plan includes projects/activities to be taken up for implementation, procedures and methodologies adopted for monitoring results and modalities of concurrent and final evaluation. The plan also considers the creation of suitable organization structure for guidance, implementation, monitoring and review of the projects/activities and targets for Sustainable Development along with mandatory reporting of Sustainable Development efforts.

## **1.0 Projects /Activities to be undertaken:**

The projects/ Activities have been grouped into Short Term/ Medium Term/Long Term Plans. 5 projects/activities are proposed to be started this year out of which 3 have been selected from Schedule A and 2 from Schedule B of the Annexure-1 of the DPE Guidelines.

The projects / activities to be taken up are listed below:

### **A. Short Term Plans ( duration less than 2 years):**

1. Study of Life Cycle environmental impacts of products/services offered. ( Schedule B activity under Life Cycle Analysis)

### **B. Medium Term Plans (duration 2 to 5 years):**

1. Energy Efficiency & Conservation in Office premises in phased manner ( Schedule A project under Energy Management)
2. Afforestation in residential colony ( Schedule A project under Afforestation)
3. Replacement of Street Lights with LED Lights at the residential colony in phased manner ( Schedule A project under Energy Management )

### **C. Long Term Plans ( duration more than 5 years):**

1. Training of employees on Sustainable Development (Schedule B activity under Training)

The above projects/activities have been described in detail in the following paragraphs:

## **1.1 Energy Efficiency & Conservation in Office premises in phased manner**

Following activities/projects will be initiated from 1<sup>st</sup> April, 2012. Before starting them, a baseline study will be initiated in March, 2012 to establish the present practices and consumption. The base line data will then be used for target settings on 5 point scale.

**Revamping of A/c Cooling System for IT facilities:** The present system will be replaced by more energy efficient system to reduce energy consumption.

**De-Lamping:** At several places such as Toilets, Corridors, Storage areas extra tube lights have been provided, in all such places unnecessary fittings will be permanently disconnected along with the ballasts.

**Permanent Disconnection of Ceiling and Exhaust Fans:** At some of the places ceiling fans and exhaust fans have been installed which are not needed, the power supply for all such fans shall be permanently disconnected to avoid accidentally switching on of such fans or all such fans may be utilized as replacements whenever needed.

**Cleaning of Luminaries and Fans:** The cleaning of luminaries and fans will be taken up regularly to ensure maximum output.

**Issue of a Circular to employees:** A circular will be issued directing all employees to follow energy & resource conservation guidelines. The guidelines shall include points related to use of computers, lights, fans and A/Cs, water, paper etc and increased use of day lighting. Suitable posters educating the employees about the energy and resources conservation measures will be prepared and displayed at key locations.

**Replacement of existing T12 FTL with T5 FTL:**

**Redesigning of Corridor Lighting:**

**Provision of Task Lighting:** In order to reduce the overall lighting load, individual work stations will be provided with task lighting to increase the Lux level at the working area.

**Replacement of resistance type fan regulators with electronic regulators**

**Measures to reduce heat load:** In order to reduce the solar heat gain from the roof, walls and windows suitable measures such as planting of wall creepers, roof insulation/Sun films/Wall paneling etc shall be provided to reduce the operational hours of ACs and increase the comfort level.

**Provision of occupancy sensors and Timers:** Occupancy sensors/Timers for all enclosed cabins/rooms shall be provided for control of lighting/A/C loads.

**Replacement of existing inefficient AC units with BEE Star rated ACs**

## **1.2 Afforestation in residential colony**

It is proposed to plant 1000 trees of various varieties including Gulmohar, Neem and other local flowering trees. A fencing will be provided to protect the trees. A dedicated team, equipped with watering system mounted on a rickshaw will be assigned for regular care of the trees.

### **1.3 Replacement of Street Lights with LED Lights at the residential colony in phased manner**

All Street lights with Sodium Vapour Lamp shall be replaced with equivalent lower wattage LED Street Lights. This measure will help save electricity and result in better street lighting.

### **1.4 Study of Life Cycle environmental impacts of products/services offered.**

MECON is providing engineering and project management services to large Steel Plants, Power Plants and other infrastructure projects and is also engaged in supply contracts. The study of various design and engineering practices and their Life Cycle environment impacts is generally done at macro level while selecting processes and systems. Efforts will be made to formally record such efforts and extend the study to sub-systems also.

### **1.5 Training of employees on Sustainable Development**

Employee engagement is one of the most critical aspects of SD initiatives. Proactive involvement of employees will be ensured through orientation and training on SD issues and sensitizing them on their roles and responsibilities in the SD initiatives. It is proposed to achieve 100% coverage in orientation and training of employees over the next 10 years.

## **2.0 Implementation & Operation**

SD Implementation Teams shall be formed from amongst the MECON employees, each team responsible for a specific theme/project.

### **2.1 Resources, Roles & Responsibilities**

SD initiatives will need resources in terms of man power and funds. The roles and responsibilities will be properly framed for the implementing team.

A work item is being allocated to record manhours being spent on sustainable development activities.

Distribution of Rs 36 lakhs allocated for 5 projects/ activities (proposed; Activity/Project -1 Rs. 28 Lakhs, ;Project -2: Rs. 3.5 Lakhs ; Project-3 Rs. 4.5 Lakhs)

Activities 4 and 5 need only manhour allocation and use of in-house resources.

### **2.2 Documentation**

The implementation team shall depute one key member for regular documentation of SD initiatives progress and monitoring. The periodic reviews will be used for capturing the progress, bottlenecks, issues which shall be systematically documented and highlighted for management decisions and policy level interventions.

A brief description of the SD Policy, projects and activities shall be made available on our web site. The following shall be documented:

- a. SD Policy
- b. Objectives of the short, medium and long term plans.
- c. Projects /Activities to be undertaken
- d. Resources allocation for the projects /activities
- e. Defined responsibilities and Roles
- f. Expected major measurable results/deliverables.

### **3.0 Monitoring & Review**

Following Performance Indicators are identified to compare the actual performance of the project/activity with respect to the planned performance.

1. Number of employees trained for SD Activities
2. Percentage reduction in specific energy consumption over previous year
3. No of Life Cycle studies done / schemes prepared or recommended based on life cycle studies.

### **3.1 Internal Audit & Verification**

Standard practices of internal audits and verifications of costing & expenses shall be followed for SD Initiatives. The implementation team will be responsible to take care of budgetary planning, following norms for expenditure as per the prevailing rules and regulations of MECON.

### **3.2 Management Review**

It is proposed to adopt 360 degree review system for SD Initiatives wherein peer reviews, cross functional reviews, bottom up and top down reviews will be followed. The implementation team will coordinate the reviews and highlight areas of achievements and issues for the senior management review and interventions.

### **3.3 Communication to Stakeholders**

Regular communication to all stakeholders will be done on the SD Initiatives through circulars, emails, web postings, newsletter etc.

All projects/activities undertaken by us shall be listed in the National SD Hub (created by the DPE in conjunction with National Foundation for Corporate Social Responsibility)

#### **4.0 Project Evaluation**

The concurrent as well as final evaluation of the projects shall be conducted by internal BEE certified persons or assigned to an external agency certified by the authorized bodies like BEE etc. Targets shall be set under a five-point scale for the purpose of evaluation.

#### **5.0 S D Reporting**

A stand alone SD report shall be prepared and posted in the web site. The SD Reporting shall be done on year to year basis.



**LIST OF PROJECTS / ACTIVITIES TO BE UNDERTAKEN :**

1. Energy Efficiency & Conservation in Office premises in phased manner ( Schedule A project under Energy Management)
2. Afforestation in residential colony ( Schedule A project under Afforestation)
4. Replacement of Street Lights with LED Lights at the residential colony in phased manner ( Schedule A project under Energy Management )
5. Study of Life Cycle environmental impacts of products/services offered. ( Schedule B activity under Life Cycle Analysis)
6. Training of employees on Sustainable Development (Schedule B activity under Training)
7. Upgradation / Rehabilitation of Solar Heating system (old) in Ispat Hospital
8. Incorporate appropriate Sustainability qualifying criteria for procurement activities.
- 9. Accreditation to ISO 14000.**
10. Energy Audit team of MECON for taking professional consultancy assignments.
11. Publish document / present papers / contribute for making Regional/National norms for sustainable growth plans.
12. Organizing an International Seminar on Sustainable Growth theme.
13. Participate and set out to win National/International Awards on theme.
14. Rainwater harvesting and underground water recharge for in office premises and residential colony.
15. Segregation, collection and disposal of domestic waste and its conversion to organic manure.
16. Renovation of Sewage Treatment Plant in residential colony for zero discharge and use of effluent for gardening.
17. Reduction of heat load on roof of the office building, Ispat Hospital and other main buildings in residential colony by incorporating novel installations resulting in reduction in Air-conditioning.