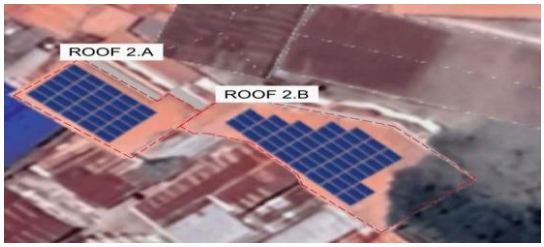
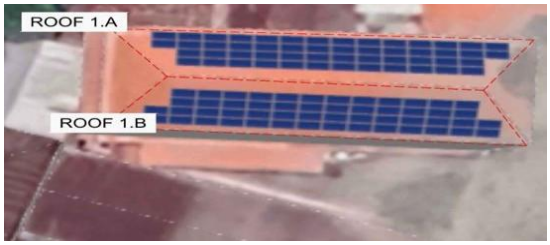
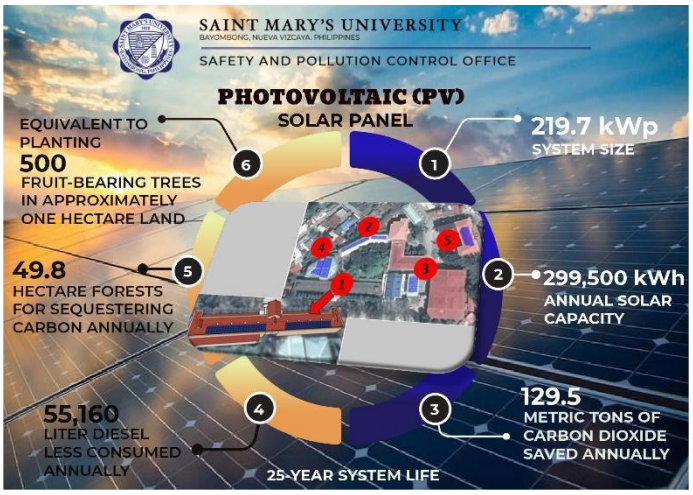
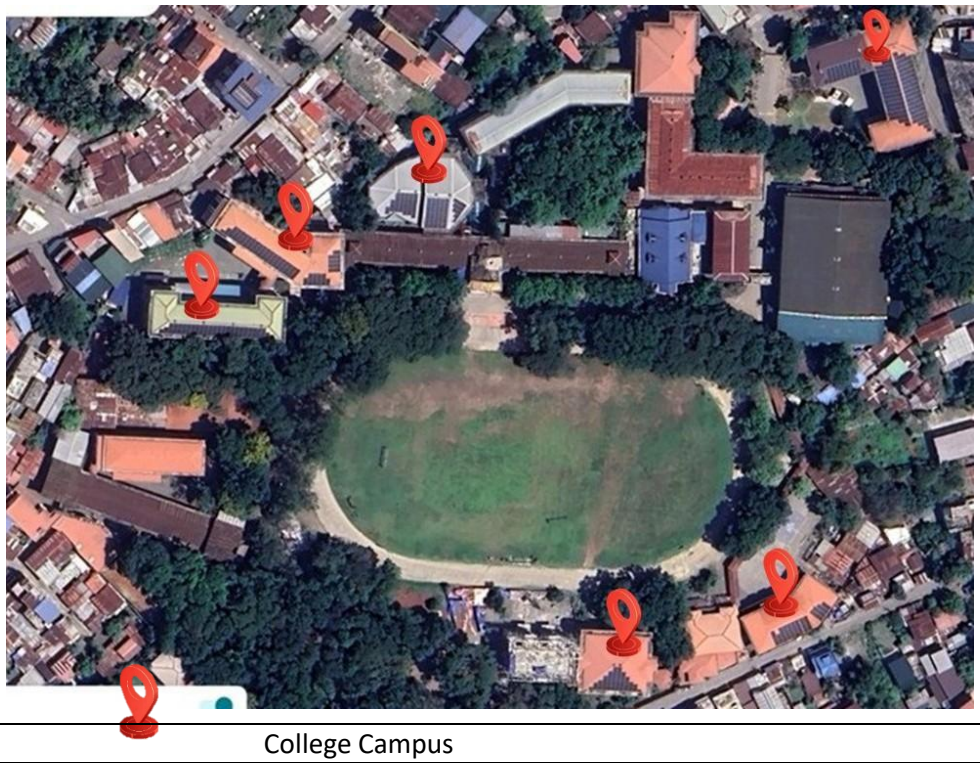
Strategic Outcomes	Strategic Programs/ Projects	Area	Units Responsible	Y1	Y2	Y3	Y4	Y5	KPI	Budget
	9) Replacing small water tanks with bigger tanks.	PFRM	Advisory Board, PPPDMO	5	5	5			2.2.3.9. At the end of year 5, 15 small water tanks have been replaced with bigger tanks.	
	10) Installing solar street lights.	PFRM	Advisory Board, PPPDMO	30 College	20 Grade School and Junior HS				2.2.3.10. At the end of year 5, 50 solar lamps have been installed to replace electric-powered campus lights.	
	11) Installing additional rooftop photovoltaic solar panels.	PFRM	Advisory Board, PPPDMO				219 kwp.		2.2.3.11. At the end of year 5, additional 219kWp solar panels have been installed in the college campus.	
	12) Renovating the Junior High School main entrance and façade.	PFRM	Advisory Board, PPPDMO			100%			2.2.3.12. At the end of year 5, the Junior High School façade and main gate entrance has been completed.	
	13) Furnishing the incubation facility at the Technology Transfer and Business Development Office.	PFRM	Advisory Board, PPPDMO TTBDO	100%					2.2.3.13. At the end of year 5, the incubation facility has been renovated and fully furnished.	
	14) Installing a giant image of	PFRM	Advisory Board, PPPDMO	100%					2.2.3.14. At the end of year 5, a giant image of the Patron Saint.	

Photovoltaic Solar Panel

	
Georges De Buscherre Building	Antonio Tanchoco Building
	
Hantson Building	Apo Pilo Building
	
Sacred Heart Chapel	John Van Den Daelen Building
	
Renato Sergeant Building	Engineering Building



Solar Panel



College Campus

Saint Mary's University–Philippines (SMU) is firmly dedicated to sustainability and reducing greenhouse gas (GHG) emissions through innovative renewable energy programs. A key component of this effort is the installation of solar power systems that contribute significantly to cleaner, more sustainable energy use across its campuses.

In February 2018, SMU installed a 219.7 kW photovoltaic (PV) solar panel system that partially powers the university's facilities. This system produces approximately 299,500 kWh of renewable energy each year, offsetting about 129.5 metric tons of carbon dioxide emissions—equivalent to 55,160 liters of fossil fuel consumption. The project represents SMU's strong commitment to environmental stewardship and aligns with the UI GreenMetric framework, which categorizes GHG emissions into three scopes:

- Scope 1 covers direct emissions from university operations such as fuel consumption;
- Scope 2 includes indirect emissions from purchased electricity, which are reduced through on-site solar power generation;

- Scope 3 addresses other indirect emissions, including those related to commuting, business travel, and waste management.

Under Scope 3, SMU enforces a Car Request Policy designed to minimize transportation-related emissions. For trips involving more than five passengers, the university provides shuttles or coasters instead of multiple smaller vehicles to reduce fuel use and carbon output. Most of SMU's travel activities occur by land due to the absence of an airport in the province, encouraging the use of more efficient, shared transportation methods such as public buses and vans. This policy not only promotes cost efficiency but also supports SMU's broader sustainability goals by lessening the environmental impact of travel.

To expand its renewable energy footprint, SMU also installed a 99 kWp solar power system across its College, Junior High School, and Grade School campuses. This system generates around 148,500 kWh of clean energy annually, reducing approximately 72 tons of carbon dioxide emissions—the equivalent of planting 3,300 trees or preserving 4.8 hectares of forest each year. It also offsets about 27,000 liters of diesel fuel consumption. By harnessing solar energy, SMU significantly cuts down its dependence on traditional electricity sources, helping combat climate change while ensuring energy efficiency.

Beyond reducing its carbon footprint, these projects serve as educational platforms that allow students and faculty to learn about renewable energy systems, sustainable practices, and environmental innovation. They stand as tangible examples of how educational institutions can lead in climate action and integrate sustainability into both operations and academics.

Complementing these initiatives is SMU's Clean, Healthy, Safe, and Friendly Environment (CHSF) Program, which fosters community participation in maintaining a sustainable and eco-friendly campus. Through CHSF, students and faculty are encouraged to uphold environmental values and contribute to a positive, green learning atmosphere.

By combining solar energy systems, sustainable transport practices, and community-driven environmental programs, Saint Mary's University–Philippines showcases how education and innovation can work hand in hand to advance sustainability, reduce emissions, and support global climate goals.

Solar panel Output Reports
SMU coaster
SMU Shuttle services
Motors and cars entering the school
No vehicle day (every 1st Wednesday)
Circular on No Vehicle Day
Sample accomplished car request forms

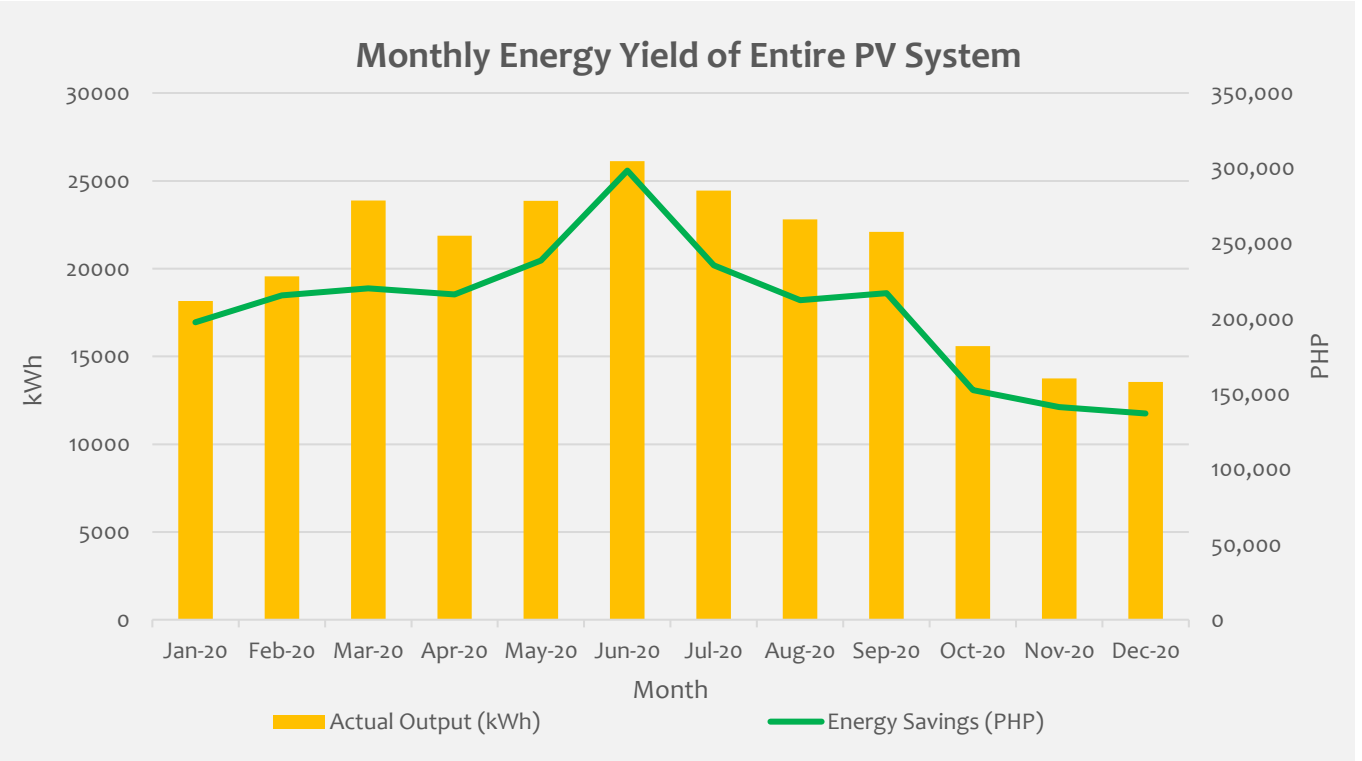
Solar PV Rooftop Performance Report SMU Bayombong

Savings Report for 2020 - 2024

Philippines, August 2024

Achieved Savings of PHP 2,482,810 in 2020!

Total Clean Energy Generated: 245,708 kWh



*Savings *calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*
Period: 01 January 2020 – 31 December 2020

WEnergy GLOBAL
Powering the Planet

Total Emission Savings in 2020

Total RE generated

245,708
kWh

Equivalent to:

102
Houses Powered Annually
(200kWh/month)

4,200
LED Lights Powered Annually
(20W,8h/day)

421,620
km Driven Annually

6,762,520
Smart Phones Charged Annually

1,120
Ceiling Fans Powered Annually
(75W, 8hrs/day)

Total CO_2 savings

111
tons

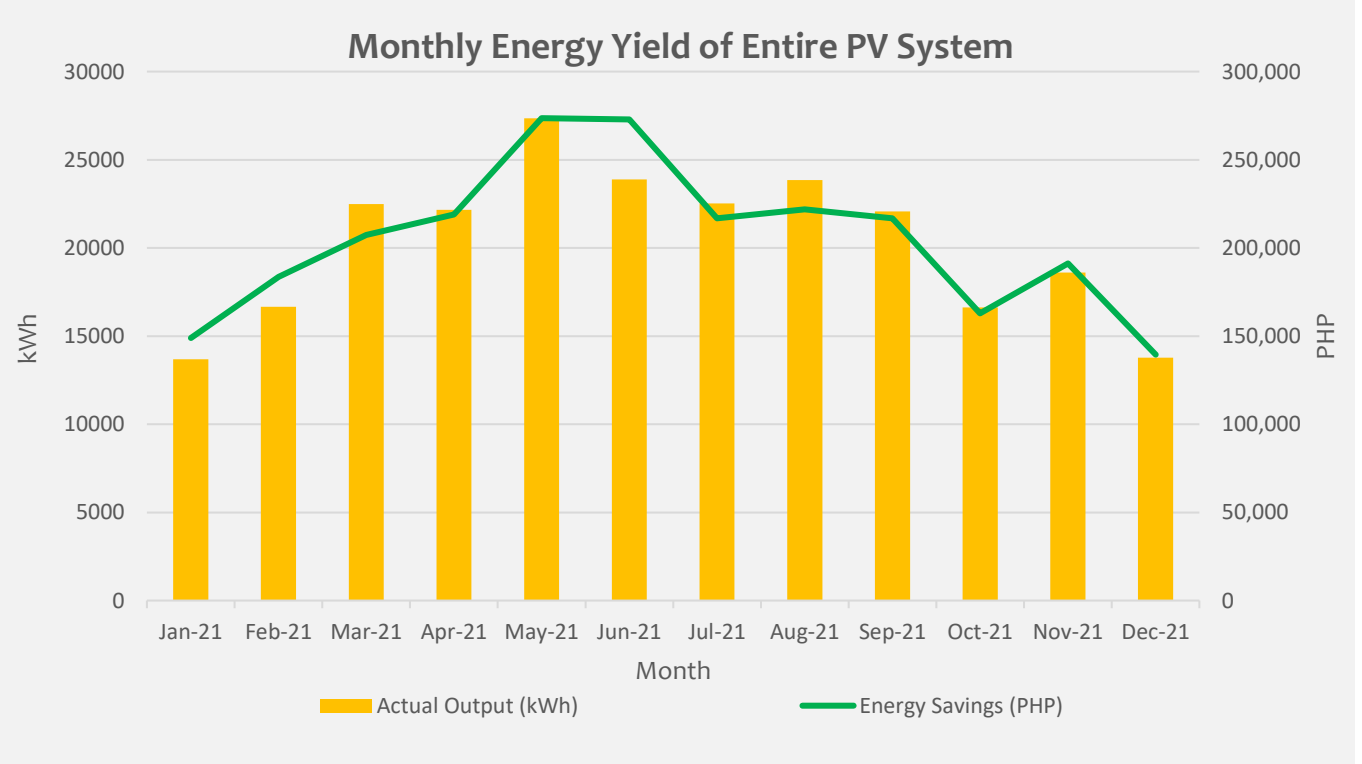
43
ha Forest Carbon Sequestered

** CO_2 savings calculated based on average CO_2 emissions of the Philippine national grid*

WEnergy GLOBAL
Powering the Planet

Achieved Savings of PHP 2,455,045 in 2021!

Total Clean Energy Generated: 243,714 kWh



*Savings *calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*
Period: 01 January 2021 – 31 December 2021

WEnergy GLOBAL
Powering the Planet

Total Emission Savings in 2021

Total RE generated

243,714
kWh

Equivalent to:

100
Houses Powered Annually
(200kWh/month)

4,170
LED Lights Powered Annually
(20W,8h/day)

418,200
km Driven Annually

6,707,640
Smart Phones Charged Annually

1,110
Ceiling Fans Powered Annually
(75W, 8hrs/day)

Total CO_2 savings

110
tons

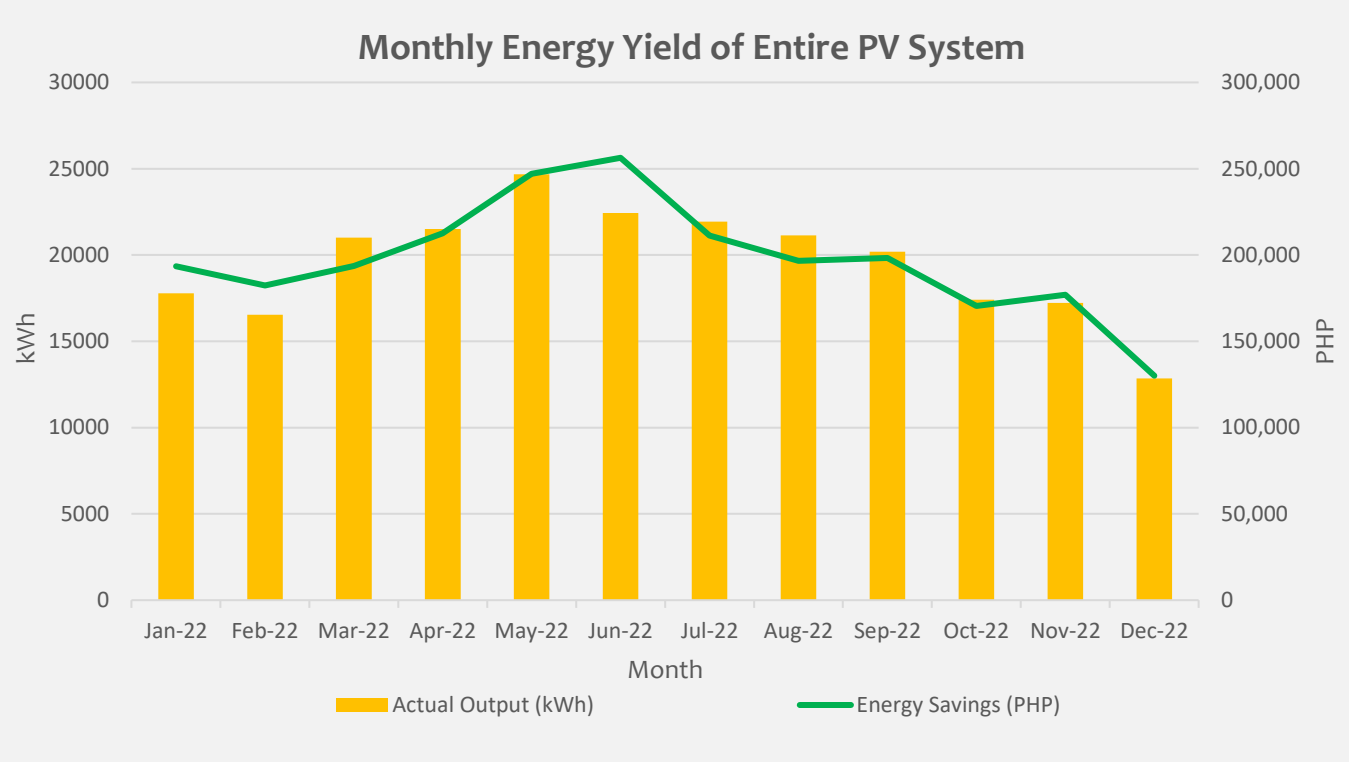
42
ha Forest Carbon Sequestered

* *CO_2 savings calculated based on average CO_2 emissions of the Philippine national grid*

WEnergy GLOBAL
Powering the Planet

Achieved Savings of PHP 2,369,495 in 2022!

Total Clean Energy Generated: 234,716 kWh



*Savings *calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*
Period: 01 January 2022 – 31 December 2022

WEnergy GLOBAL
Powering the Planet

Total Emission Savings in 2022

Total RE generated

234,716
kWh

Equivalent to:

98
Houses Powered Annually
(200kWh/month)

4,020
LED Lights Powered Annually
(20W,8h/day)

402,760
km Driven Annually

6,459,995
Smart Phones Charged Annually

1,072
Ceiling Fans Powered Annually
(75W, 8hrs/day)

Total CO_2 savings

106
tons

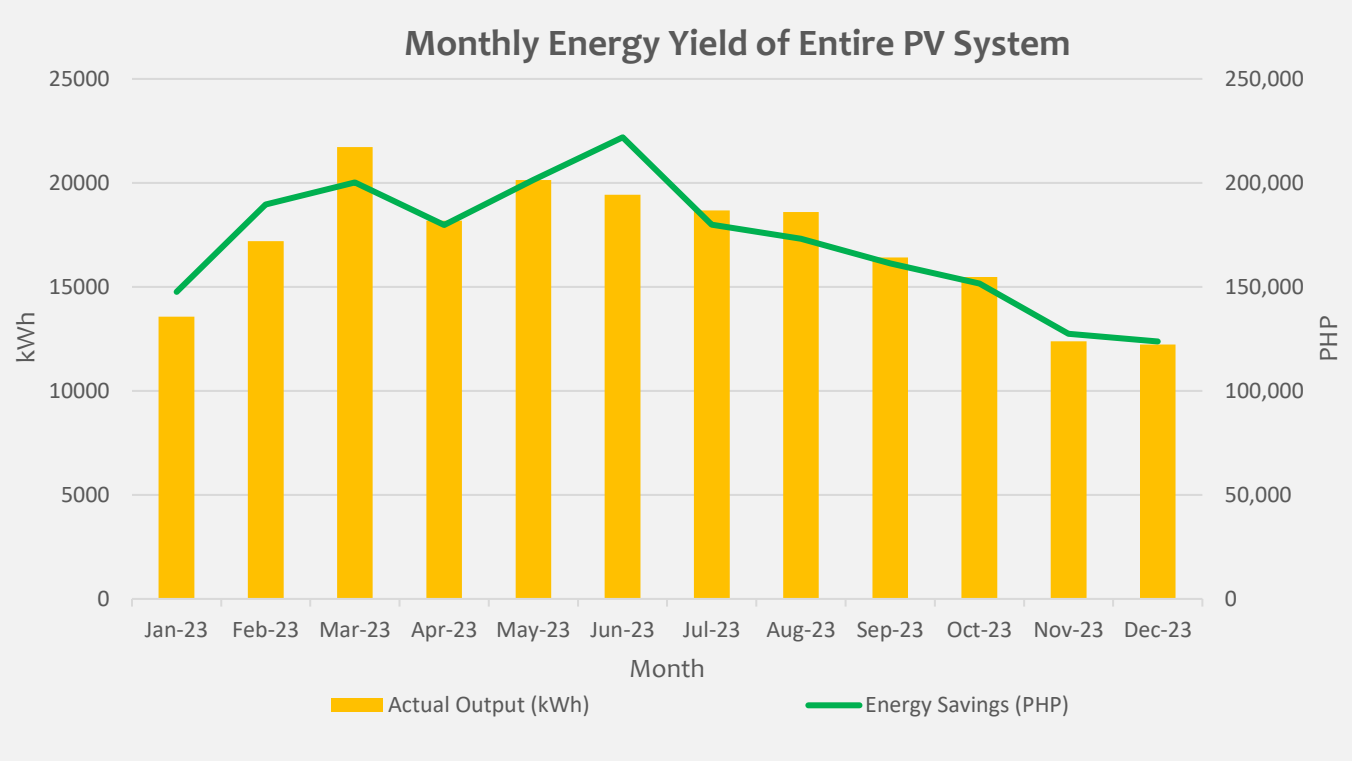
41
ha Forest Carbon Sequestered

** CO_2 savings calculated based on average CO_2 emissions of the Philippine national grid*

WEnergy GLOBAL
Powering the Planet

Achieved Savings of PHP 2,057,800 in 2023!

Total Clean Energy Generated: 204,044 kWh



*Savings *calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*
Period: 01 January 2023 – 31 December 2023

WEnergy GLOBAL
Powering the Planet

Total Emission Savings in 2022

Total RE generated

204,044
kWh

Equivalent to:

85
Houses Powered Annually
(200kWh/month)

3,494
LED Lights Powered Annually
(20W,8h/day)

350,135
km Driven Annually

5,615,822
Smart Phones Charged Annually

932
Ceiling Fans Powered Annually
(75W, 8hrs/day)

Total CO_2 savings

92
tons

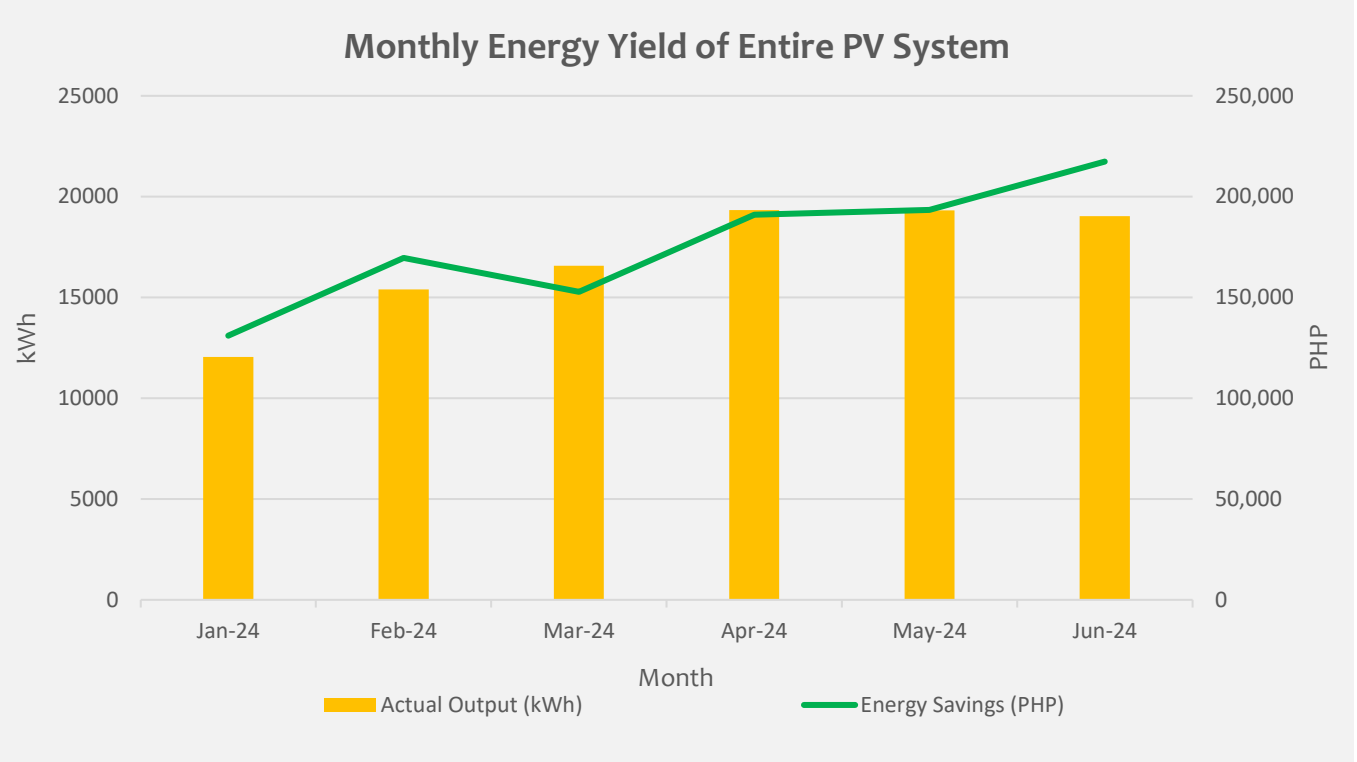
35
ha Forest Carbon Sequestered

* *CO_2 savings calculated based on average CO_2 emissions of the Philippine national grid*

WEnergy GLOBAL
Powering the Planet

Achieved Savings of PHP 1,054,990 in 2024!

Total Clean Energy Generated: 101,655 kWh



*Savings *calculated based on assumed average electricity tariff paid by client is at 10 PHP/kWh (per NUVELCO'S bill from Jul'16 – Jun'17)*
Period: 01 January 2024 – 30 June 2024

WEnergy GLOBAL
Powering the Planet

Total Emission Savings in 2024

Total RE generated

101,655
kWh

Equivalent to:

42
Houses Powered Annually
(200kWh/month)

1,740
LED Lights Powered Annually
(20W,8h/day)

174,438
km Driven Annually

2,797,810
Smart Phones Charged Annually

465
Ceiling Fans Powered Annually
(75W, 8hrs/day)

Total CO_2 savings

46
tons

18
ha Forest Carbon Sequestered

* *CO_2 savings calculated based on average CO_2 emissions of the Philippine national grid*

WEnergy GLOBAL
Powering the Planet

Summary – PV System Performance

Year	2020 (Jan - Dec)	2021 (Jan - Dec)	2022 (Jan - Dec)	2023 (Jan - Dec)	2024 (Jan - June)
Actual (kWh)	245,708	243,714	234,716	204,044	101,655
Estimated (kWh)	290,662	289,209	287,763	286,324	150,915

** The yearly yield values of 2020 (Jan – Dec) to 2024 (Jan – June) shows a difference from estimated to actual yield value due to performance difference of the inverters . We would like to recommend for the performance maintenance operation including checking of all the inverters for any alarm/fault, cleaning of PV panels, tree trimming that impose shading on the PV panels and also to upgrade the monitoring systems to SynaptiQ to have a regular remote monitoring of the PV plant.*

WEnergy GLOBAL
Powering the Planet

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Signature: Date: 11-17-22

SAINT MARY'S UNIVERSITY
BAYOMBONG, NUEVA VIZCAYA, PHILIPPINES

VICE PRESIDENT FOR ADMINISTRATION

Document Code	VPA-OP-004
Revision	02
Effectivity Date	2022/11/17
Page/s	Page 1 of 2

Revision No.	Approval Date	Effectivity Date	Amendment
00	July 1, 2022	July 1, 2022	Initial Issue
01	September 21, 2022	September 21, 2022	Change in format
02	November 17, 2022	November 17, 2022	Added activity on monitoring, evaluation of process and continual improvement

STANDARD OPERATING PROCEDURE

TITLE	**Vehicle Service Request**
SCOPE	This covers requests for vehicle for trips authorized by management.
OBJECTIVE	To ensure that vehicles are available when needed for authorized trips of administrators, employees, students or SMU guests.

Activity	*Description*
Requesting for Vehicle	The requesting person accomplishes the Vehicle Service Request Form available from the VPA Secretary and attaches supporting documents. For daily trips of the purchasing staff, the trip ticket form will suffice. • VPA-FO-004 (Vehicle Service Request Form)
Verifying request details	VPA secretary verifies the details and signatures and indicates the available vehicle and driver.
Deciding on request	The VPA reviews the request form and indicates decision (approved/disapproved) and may add additional instructions.
Recording	The VPA Secretary records the details in the Logbook of Vehicle Requests. • VPA-FO-008 (Logbook of Vehicle Requests)
Disseminating decision	VPA Secretary informs the requesting party and the assigned driver.

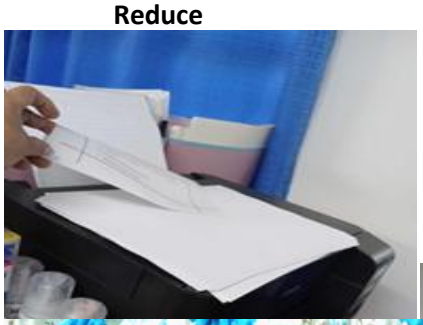
Monitoring & Evaluate the process	The VPA monitors and evaluates the process.
Continual Improvement of the Vehicle Service Request	The VPA continuously updates the vehicle service request process when needed.

Prepared by:	
JOHN G. TAYABAN Vice President for Administration **ROY B. LUMIDAO** Secretary	
Name & Signature of Staff/Office Head	**Date Signed** 11/17/2022

Reviewed by:	
PEARL VIA S. COBALLES	
Quality Management Representative/IDQAO	**Date Signed:** 11/17/2022

Approved by:	
JOHN OCTAVIOUS S. PALINA	
University President	**Date Signed:** 11/17/2022

3R (Reduce, Reuse and Recycle) Program for University Waste

Reduce	Reuse	Recycle
 	 	

CAMPUS GREEN Project

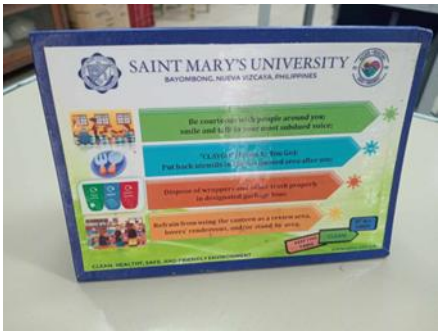
Reduce: Using reusable containers and mugs for food and drinks when buying at the canteen






CLEAN, HEALTHY, SAFE, FRIENDLY (CHSF) PROGRAM





Description:

Saint Mary's University use recyclable materials like vehicle wheel, plastic bottles, tornado mop pail, water pipes, plastic basin, pail, water dispenser, toilet bowl, and drinking glass, etc., for planting ornamental plants. At the Material Recovery Facility (MRF), the General Services Office' Staff, are storing these recyclable materials for this purpose. The entire units and offices of the University do reuse papers (2-sides) for printing interoffice communications and reuse boxes for hard files. The School Canteens reuse boxes (instead of plastic trays, plastic cabinets, or wooder cabinets) to display their store items for sale.

Through this, they are helping the University for cost savings, resource conservation, and it decreases or reduces the volume of wastes and prolonging the life span of waste for disposal. Composting is the best practice in the University. Organic wastes are composted or converted into fertilizers that are used for plants. Construction and demolition and waste recycling is also practiced. Used hollowblocks are used for landscaping. Used galvanized iron are used to fence some areas in the university like in the Material Recovery Facility (MRF) area and other projects.

Saint Mary's University "Campus Green Project" concerns the different policies like: 1. Disallowing the use of plastic spoons, forks, disposable plastic food packs, and straws; 2. Disallowing the entry of drinks using PET bottles; 3. Disallowing the selling of drinks on PET bottles (to be part of the contract among Canteen Concessionaires). The Project requires students to use tumblers or any non-PET drinking utensils. 2. Requires canteen concessionaire to provide a drinking station. 3. Requires concessionaires to use only paper cups, lunch packs, and silver utensils for food. 4. The university provides water drinking stations in strategic places.

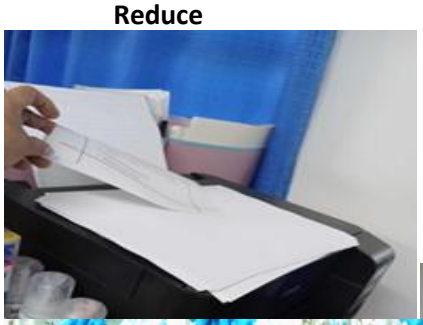
Another sustained University program is the CHSF which stands for CLEAN, HEALTHY, SAFETY, FRIENDLY, encompasses four dimensions: eco-friendly, socially inclusive, culturally sensitive, and economically stable

environment. The CHSF Program has become the password of the University in observing and maintaining the cleanliness of the University.

The Marian Green STEPS initiative aims to engage the university in comprehensive strategies to combat environmental degradation caused by human activities and natural disasters. A key component of this initiative is the Proper Waste Disposal program, which emphasizes the principles of Reduce, Reuse, and Recycle. The Reduce, Reuse, Recycle (3Rs) initiative at the school incorporates several practical strategies to foster environmental sustainability and minimize waste.

Researches are conducted such as green business practices, and evaluation of the Marian Green Steps, each aimed at advancing sustainability and social responsibility. Research on green business practices examines how organizations implement eco-friendly methods like waste reduction and energy efficiency, supporting their alignment with global sustainability standards. The Marian Green Steps initiative evaluates eco-friendly practices within the Marian community, focusing on waste management, energy conservation, and green infrastructure. These evaluations provide insights for continuous improvement, aligning each initiative with broader environmental and social goals.

3R (Reduce, Reuse and Recycle) Program for University Waste

Reduce	Reuse	Recycle
 	 	

CAMPUS GREEN Project

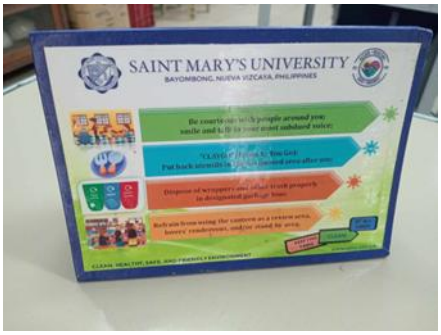
Reduce: Using reusable containers and mugs for food and drinks when buying at the canteen






CLEAN, HEALTHY, SAFE, FRIENDLY (CHSF) PROGRAM





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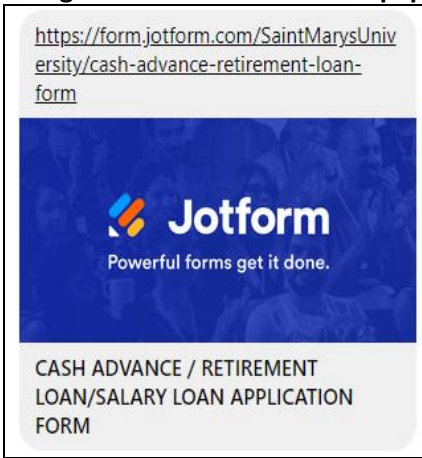
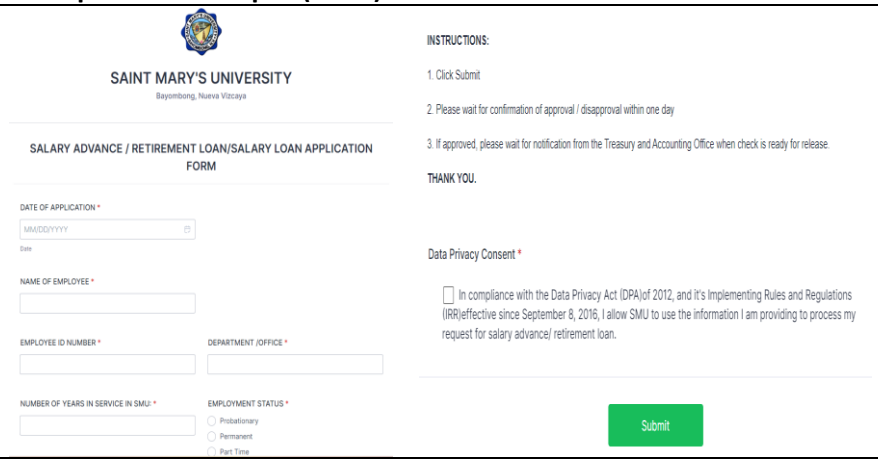
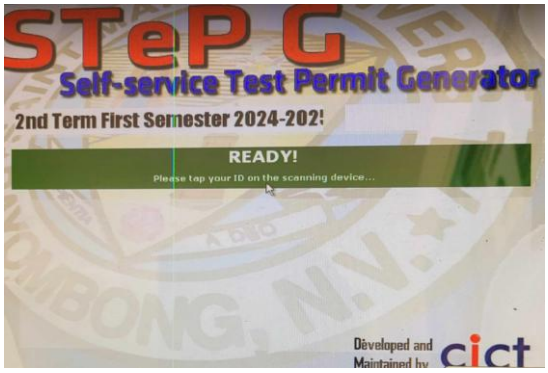
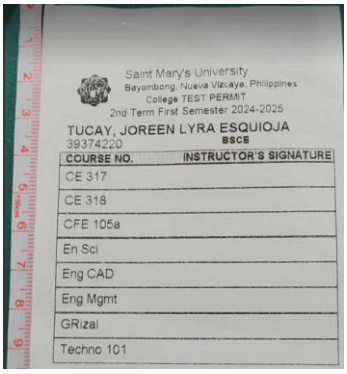
Program to reduce the use of paper and plastic on campus (WS.2)



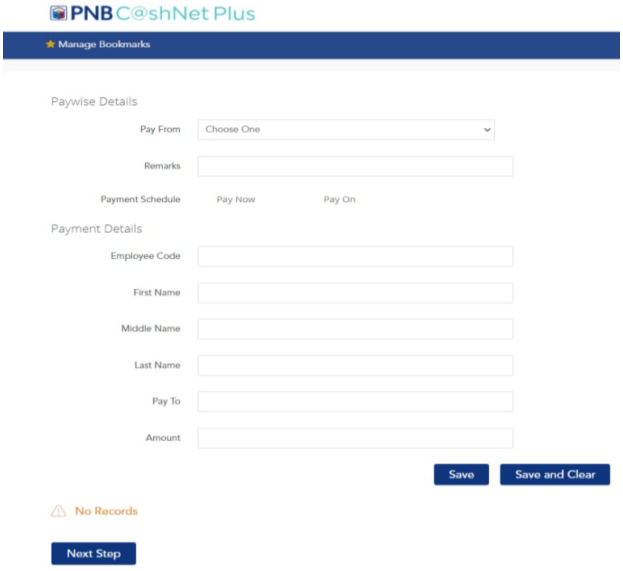


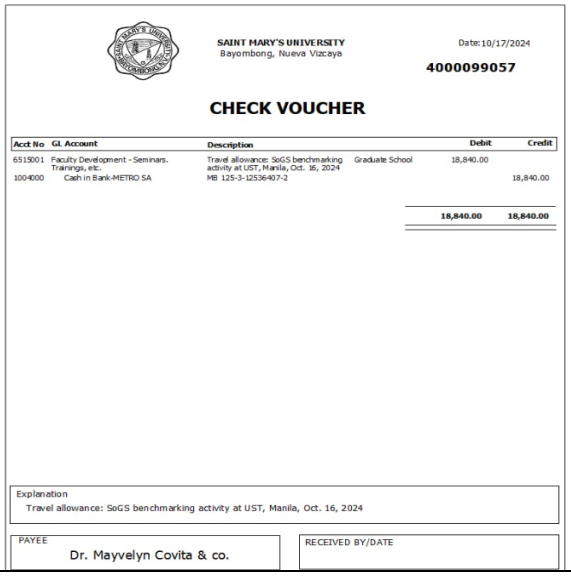
Online Application for salary loans and advances



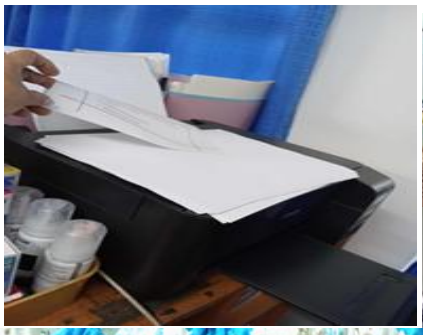
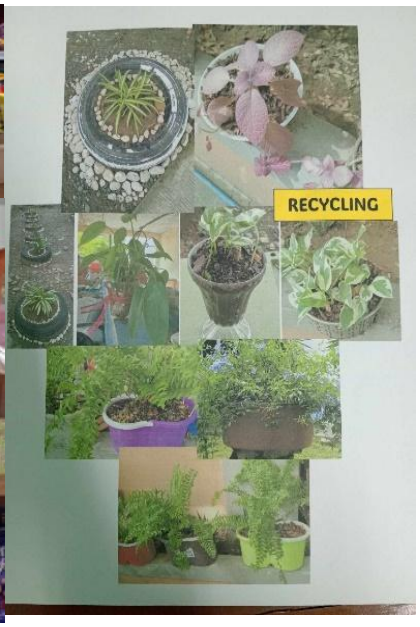


STePG (Self-service Test Permit Generator)





Online Disbursements

Reduce	Reuse	Recycle
 		

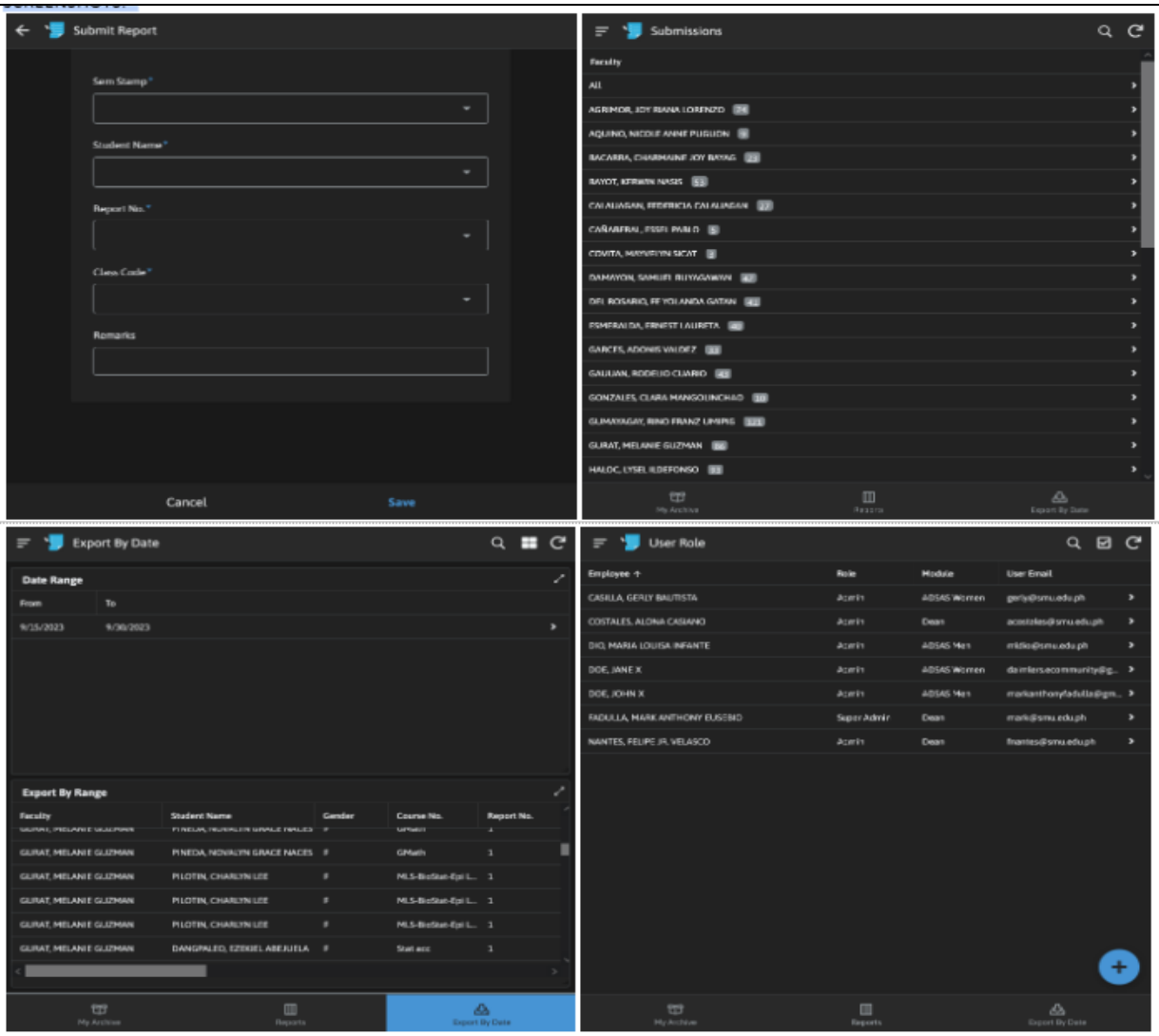
Green Campus Initiatives in the Offices, Canteen, and Ornamental Plants Cultivation

Reduce: Using reusable containers and mugs for food and drinks when buying at the canteen



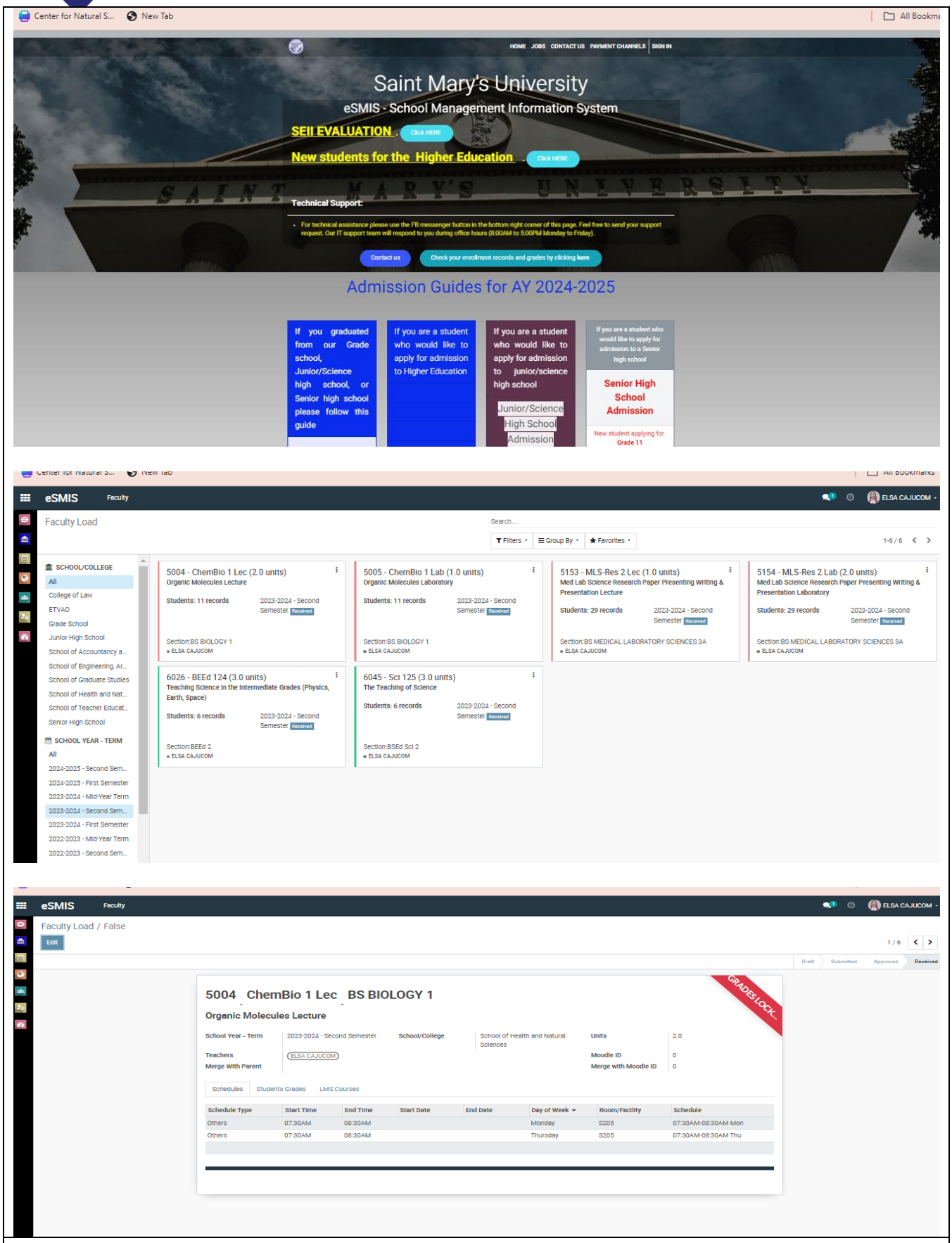



CLEAN, HEALTHY, SAFE, FRIENDLY (CHSF) PROGRAM



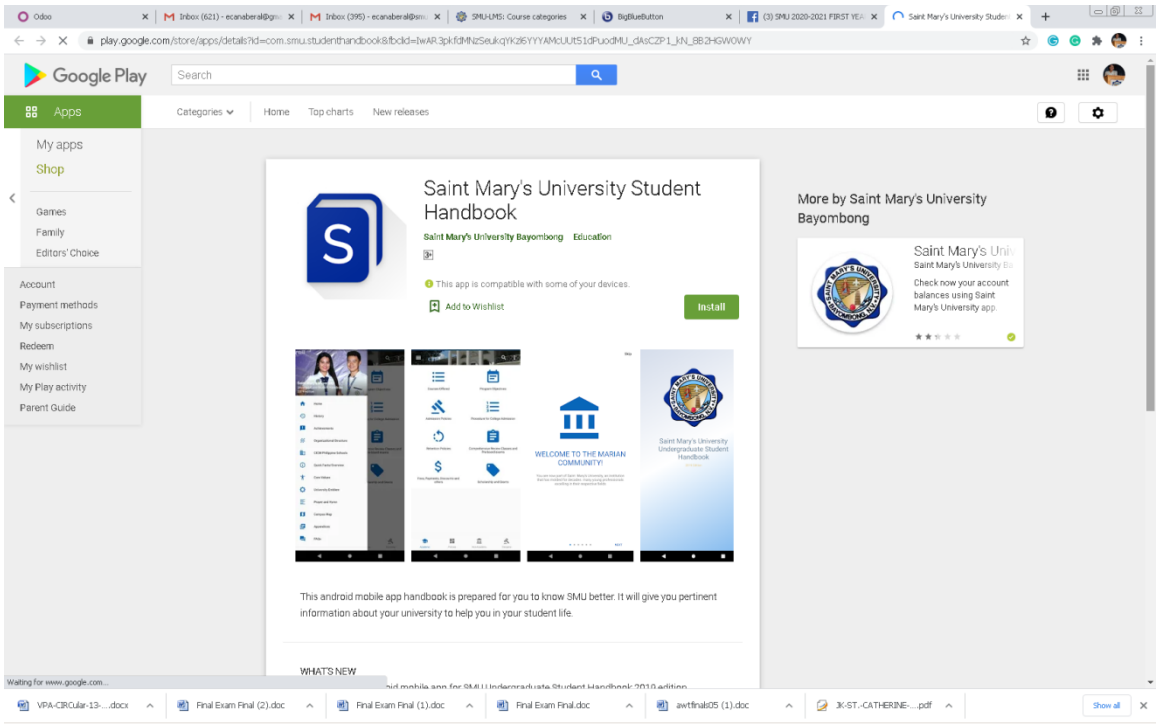
STARE (Student Attendance Record Map) App

Student Monitoring and Attendance Checking Society (SMACS App)

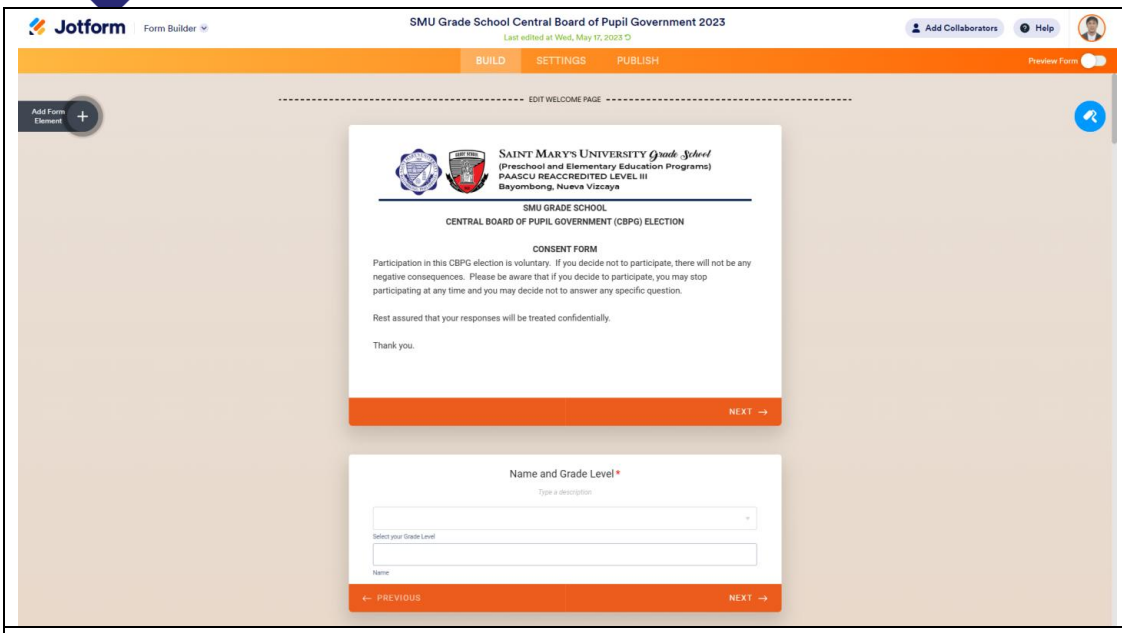


Online Enrolment and Grades Release Via EsMIS

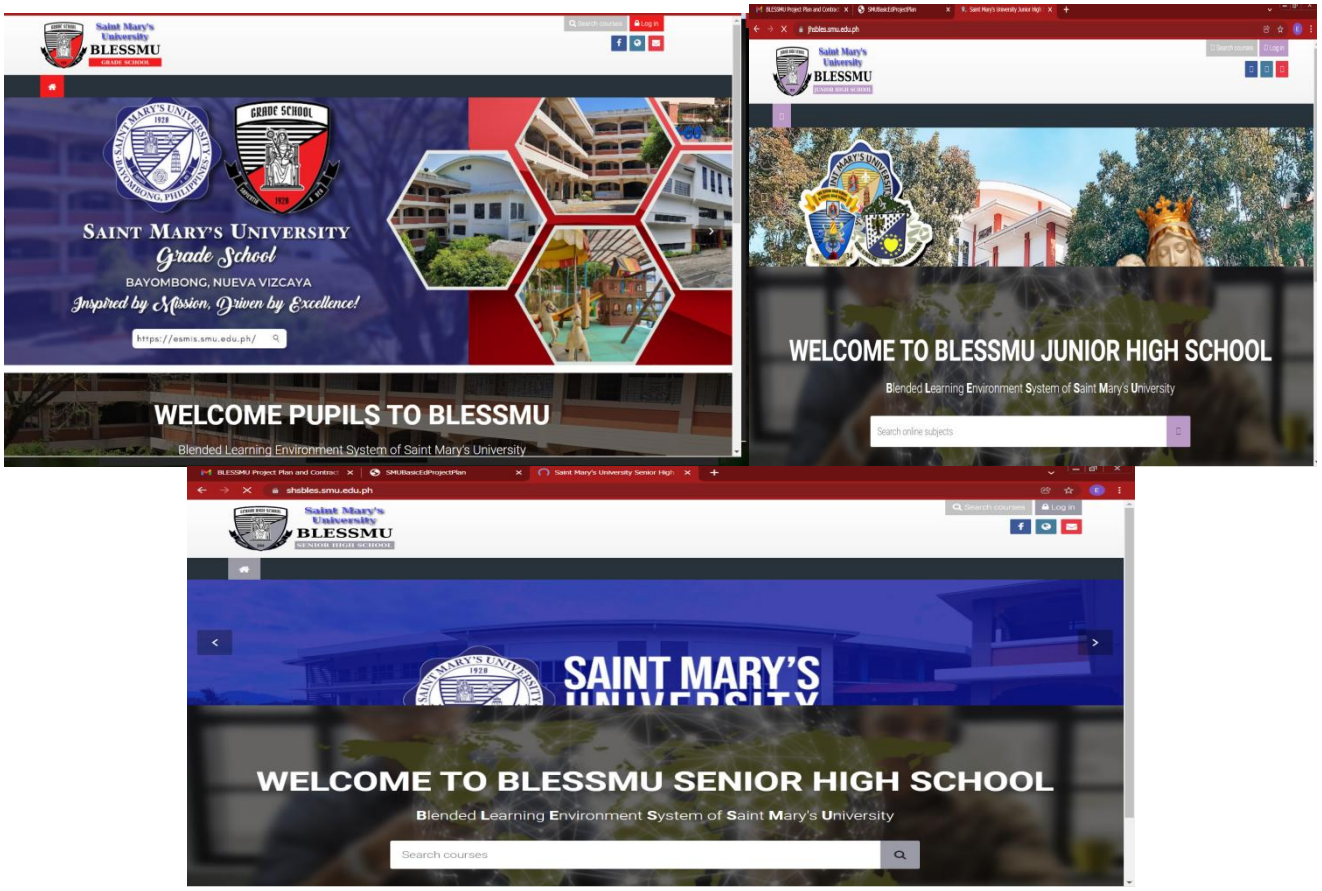
SMU e-library



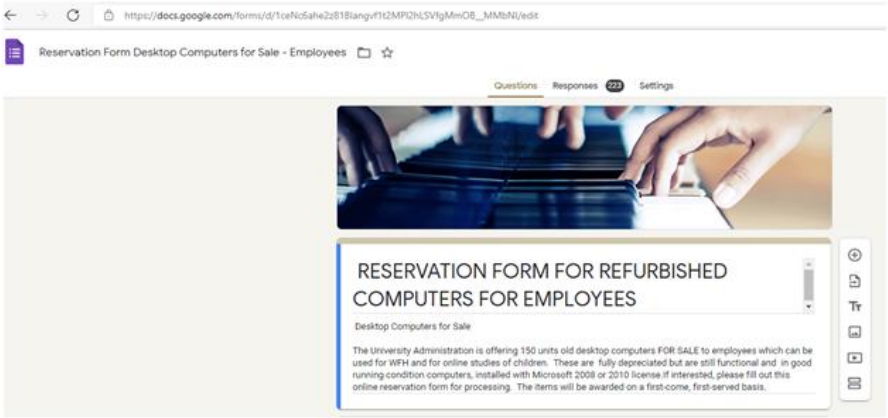
Online Student Handbook

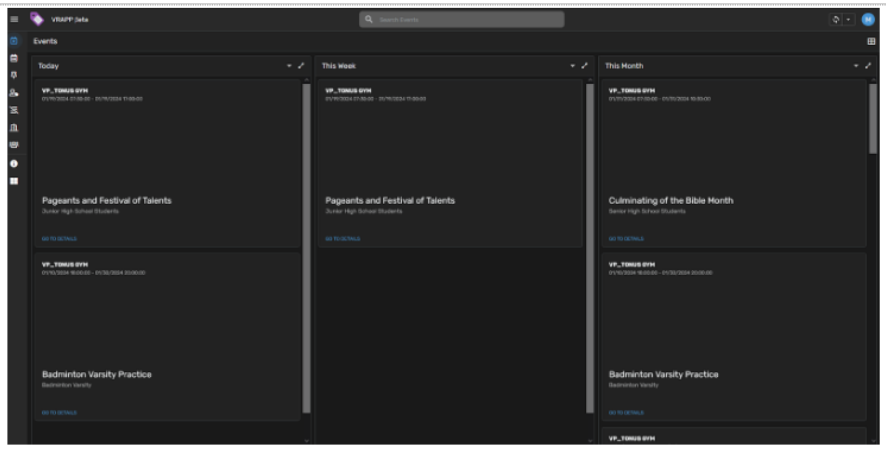


Google Space Trainings



SMU subscription to Google Workspace for Learning Management System





WHAT: Update Student Monitoring module
WHY: To allow users to update the sem stamp used by the different apps; to eliminate the task of verifying absence reports submitted by teachers
SHORT DESCRIPTION OF THE EVENT / APPRECIATION OF THE EVENT:

Online Reservation Forms of SMU Offices

Description:

In support of the University's Green Campus Program, which emphasizes a "No Use of Plastic" policy, the Finance Office has implemented several initiatives to promote sustainability. Food ordered and served by accredited caterers for meetings and institutional activities must utilize washable and recyclable containers, while canteen concessionaires must refrain from selling water and beverages in plastic bottles; instead, water stations have been installed for students to refill their drinking bottles. Additionally, the Finance Department and other departments are actively working to reduce paper usage through various measures: financial transactions are printed in source journals as a single copy; request forms and slips use only half or quarter-sized bond papers; applications for salary loans and advances can be submitted online and printed on recycled

paper; examination permits have been resized to 10 cm x 8 cm using eco-friendly thermal printers, which eliminate harmful chemicals and reduce waste; monthly pay slips are available online or printed only upon request; supporting documents for financial transactions are filed using recyclable paper; working papers are shared internally via email or messenger rather than in hard copy; and disbursements are progressively transitioning to an online format instead of issuing checks. These initiatives collectively contribute to the university's commitment to environmental sustainability.

SMU has significantly reduced paper usage by sending electronic copies of memos, circulars, and announcements. This initiative minimizes paper waste and streamlines communication within the university. Students are encouraged to bring food and water containers to reduce single-use plastics. This practice promotes mindful consumption and fosters a culture of sustainability. The school creatively repurposes plastic bottles as planters. This initiative reduces plastic waste and engages students in gardening activities, promoting environmental stewardship. In administrative offices, recycled boxes are utilized as file organizers. This not only saves money but also reinforces the importance of reusing materials. The canteen uses recycled boxes as food trays, further supporting the reuse principle. Used papers are recycled for issuing memos and other internal communications that do not leave the university. This practice helps divert waste from landfills and supports a circular economy. The school actively promotes recycling through educational campaigns and initiatives that encourage students and faculty to participate in recycling efforts. Clearly labeled recycling bins are placed throughout the campus to facilitate proper disposal.

The CICT has developed apps that reduce the use of papers in the University, like STARE (Student Attendance Record App), for the faculty to submit Student Attendance Records dedicated to the DSAS office. The SMAC (Student Marian Attendance Checking) checks attendance by tapping ID during institutional activities. Different schools use the SMURR (SMU Right Rate APP) in judging competitions, eliminating paper, and promoting accuracy. The ESMIS is an avenue for submitting grades online, which eliminates paper.

By integrating these practices into daily operations, the school not only enhances its sustainability efforts but also educates students about responsible waste management, fostering a culture of environmental awareness that extends beyond the campus.

Revision No.	Approval Date	Effectivity Date	Amendment
00		**August 28, 2023**	Initial Issue
01			

WORK INSTRUCTION

TITLE	**CETSO ICT Hardware Sustainability Policy**
Date	
Purpose:	The purpose of this policy is to guide the sustainable procurement, use, and disposal of ICT hardware to minimize environmental impact and promote responsible practices.
Scope:	This policy applies to all departments and units within the organization involved in the procurement, use, and disposal of ICT hardware.
Person/s Responsible	**CETSO**

Procedure:

1. **Procurement:**
   - Prioritize eco-friendly hardware with ENERGY STAR, EPEAT, or equivalent certifications.
   - Select vendors with strong environmental policies and sustainability certifications.

2. **Usage and Maintenance:**
   - Implement energy-saving settings on all devices and educate users on their importance.
   - Schedule regular maintenance to ensure efficient operation and extend hardware life.

3. **Lifecycle Management:**
   - Maintain an inventory of all ICT hardware and plan for timely upgrades or replacements.
   - Consider leasing options to ensure access to the latest technology and responsible disposal.

4. **End-of-Life Management:**
   - Partner with certified e-waste recyclers for the safe disposal of obsolete hardware.
   - Donate or repurpose hardware when possible, ensuring data security through secure data erasure.

5. **Employee Training:**
   - Provide training on sustainable practices and promote a culture of sustainability.
   - Appoint sustainability champions to advocate and monitor practices.

6. **Continuous Improvement:**
   - Regularly review and update the sustainability plan to incorporate new technologies and practices.
   - Engage stakeholders and collect feedback to improve the plan continuously.

7. **Monitoring and Reporting:**
   - Track key metrics such as energy consumption, e-waste reduction, and cost savings.
   - Ensure compliance with environmental regulations and report on sustainability performance.

Prepared by:	
Mr. Mildios Meeds Ciriaco V. Blando	
Process Owner	Date Signed
Reviewed by:	
PEARL VIA S. COBALLES	
Quality Management Representative	Date Signed

Approved by:	
Dr. John G. Tayaban	
Supervising VP/President	Date Signed:

Toxic Waste Treatment

Hazardous Waste Facility

Description:

Saint Mary's University (SMU) manages hazardous waste primarily through its Facilities Management department and the Faculty of Science's safety protocols. The University has a structured approach to handling various safety and environmental concerns, ensuring that hazardous waste generated in labs, research centers, and other facilities is appropriately managed.

1. The Hazardous waste facility ensures a safe, compliant, and environmentally responsible campus environment, supporting academic and operational activities.
2. The process of collecting hazardous waste from the University through the accredited transporter authorized by the Environmental Management Bureau (EMB)- Department of Environment and Natural Resources (DENR). A Memorandum of Agreement is provided between the waste generator and the accredited transporter in compliance with the local environmental laws and regulations.
3. There are Five (5) trained safety officers and three (3) trained pollution control officers designated in each school to supervise the proper labeling, packaging, and disposal of the generated hazardous waste to comply with the Department of Environment and Natural Resources (DENR)National Implementing Rules and Regulations (IRR).
4. Reusing ICT products can involve purchasing refurbished devices, donating old equipment to schools or charities, or reselling used electronics online. This extends the lifespan of devices and reduces the demand for new products. Reusing materials in ICT recycling entails disassembling outdated equipment.

Sewage Disposal

Example of Sewage Disposal (Septic Tank) Siphoning Method

Description:

The water consumption from the canteen (kitchen), laboratories, watering garden, and drinking in school buildings has an average volume of 0.76 cubic meters/day and 22.82 cubic meters/monthly average volume. Moreover, the estimated flow of 0.61 cubic meters/day of wastewater generated from toilets and sinks is disposed of/stored in the septic tanks, usually in each building. The septic tanks of SMU were created/designed per the Philippine National Plumbing Code. Each septic tank has a total capacity of 12.79 cu. meters and an Authorized Siphoning Service draw from it when it reaches its maximum capacity. The periodic siphoning of the septic tanks of Saint Mary's University ensures cleanliness and keeps wastewater to put up with solid particles. No wastewater treatment facility/ies existed at Saint Mary's University.

Organic Waste Treatment

Vermicomposting and decomposting of organic wastes in SMU

Description:

Saint Mary's University's (SMU) primary goal is to reduce waste volume, minimize environmental impact, and recover valuable resources. Organic waste is collected separately from general waste to prevent contamination. This can be done through curbside collection programs or designated drop-off sites; SMU has the mini-forest park and the vermiculture box as drop-off sites. A natural aerobic process where microorganisms decompose organic materials into nutrient-rich compost. This method typically involves layering materials and maintaining optimal conditions (aeration, moisture, temperature) for decomposition. In vermicomposting, SMU utilizes earthworms to decompose organic waste. Worms break down the material, producing high-quality compost and nutrient-rich soil. Decomposed and vermicomposed wastes are used as fertilizers for ornamental plants and trees. By implementing these effective organic waste treatment strategies, the Marian community enhances sustainability, reduces waste management costs, and supports ecological health though nutrient recycling.

This, in terms of organic waste treatment through vermicomposting, the overall treatment is extensive.
https://drive.google.com/file/d/13I0zeSMZEfzCtNRE-X_SmJhFdKdvd7Hj/view?usp=drive_link
https://drive.google.com/file/d/1vpG4hF4-96Hx3i3NDGicgzW6hqVCGL-b/view?usp=drive_link
https://drive.google.com/file/d/1qDbiG6Ameq1VVPK7OadkIKsJmLN2nQEd/view?usp=drive_link

Vermicomposting Area
https://drive.google.com/file/d/1sWCL0xKSUJDPvKD3Vb9UvRJueo7u7IH6/view?usp=drive_link

Inorganic Waste Treatment

WEEE (Waste Electrical and Electronic Equipment) at Saint Mary's University

Description:

The inorganic waste treatment process at **Saint Mary's University** for **Waste Electrical and Electronic Equipment Waste (WEEE)** involves different departments. It follows the standard procedure, ensuring the waste is appropriately handled and environmentally responsible.

Process Includes:

1. Collection of WEEE from Different Departments
   Each Saint Mary's University department is responsible for collecting and segregating WEEE such as computers, printers, etc. The departments store the WEEE in the designated areas and then prepare for transfer to the Inventory Management Office (IMO).

2. Recording and Logging from Inventory Management Office
   Once the WEEE is collected, it is transferred to the Inventory Management Office for recording and logging. Each piece of WEEE is logged into a condemnation form, which includes details like the department of origin, type of equipment, and condition.

3. Assessment and evaluation by the Computer and Electronics Technical Services Office (CETSO)
   CETSO experts assess the condition of the collected WEEE to determine if it can be repaired, reused, or recycled. WEEE is classified into different categories, such as functional devices that can be refurbished or non-functional items that need to be recycled, and the CETSO Team evaluates the potential environmental hazards of improperly disposed WEEE and recommends the best treatment methods if possible.Transportation of WEEE by LDR Manpower.

   Once the assessment by CETSO is completed, the LDR Manpower is responsible for transporting the WEEE to the Material Recovery Facility.

The LDR Manpower collects the WEEE from the Inventory Management Office for disposal and ensures safe handling during transport to avoid damage or potential environmental hazards.

4. Material Recovery Facility (MRF)

The Material Recovery Facility is the final destination for most of the WEEE and other wastes produced by the University. WEEE is sorted based on material types resold to the accredited DENR-EMB entities or disposed of by following the environmental regulations.

This process ensures that Saint Mary's University treats its WEEE in compliance with environmental standards, focusing on sustainability and minimizing its negative environmental impact.