

Assurance Quality Certification LLC	F19EN18 Issue 01 Rev 05
ISO 50001:2018	
Stage 1 Energy Audit Report	

Name of the Organization	MAHARANI KASISWARI COLLEGE	
Address	20, Ramkanta Bose Street, Kolkata- 700003	
Site Address (If any)		
No. of Employees	Teaching = Substantive Teaching:44, Substantive Librarian:2, SACT:50, Non-teaching = Substantive:13, Casual:11, House-keeping =3, Security =0, Electrician=Substantive:1, Total = 124	
No. Of Shift	1	
E mail id	mkcollegeprincipal@gmail.com	
Contact Person	<i>Dr Sima Chakrabarti</i>	
Telephone/Fax	84203 75649, 96744 24451, 033- 25435687	
Scope	Teaching, Learning and Evaluation processes relating to award of B.A, B.SC and B.COM Honours as well as General Degree and Certificate courses in an Environment friendly and Energy efficient manner in the College Campus.	
Technical Area	Teaching, Learning and Evaluation, Capacity Building, Skill Enhancement, Institutional Social Responsibility	
Audit Team	Lead Auditor: Amalesh Kr. Mandal Auditor: Technical Expert	Audit duration Man-day(s): 2
Starting date of Audit	21.06.2023	
End Date of Audit	22.06.2023	
Brief about the organization	<p>The origin of Maharani Kasiswari College may be linked to the great love for Education and Learning of the Cossimbazar Royal Family of Murshidabad. Starting from Krishna Kanta Nandy, great –grandson of Kalinath Nandy (founder of Cossimbazar Estate) to Raja Harinath (grandson of ‘Kanta Babu’), Raja Krishnath (son of Harinath), Maharani Swarnamoyee (wife of Raja Krishnath), Maharaja Manindra Chandra Nandy (nephew of Maharani Swarnamoyee), Maharaja Sris Chandra Nandy (son of Manindra Chandra Nandy) – all spent majority of their wealth towards the cause of Education throughout Bengal. Establishment of Hindu College, Krishnath College of Berhampore, Lady Duffrin Medical Hostel of Kolkata and several other schools and colleges are few examples of their immense patronage for promotion of education in Bengal.</p> <p>This college building at 20, Ramkanto Bose Street, Shyambazar, was an ancestral property of Maharaja Manindra Nandy. In this house, he</p>	

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	<p>was born on 29 May, 1860 and was married to Maharani Kasiswari of Burdwan when He was seventeen and the Bride was only seven. In 1897, Manindra Chandra left Kolkata for Cossimbazar Estate.</p> <p>After passing away of Manindra Chandra, Maharaja Sris Chandra donated their house for setting up of a College in that premises. The mission was made possible through immense initiative of some spirited persons of North Kolkata at that time. On 15 July, 1941 Maharaja Manindra Chandra College was established.</p> <p>From 1 October 1947, a morning section of the College was opened to meet the aspirations of the neighbourhood girls for education. Maharani Kasiswari College came into existence when in 1964, according to the direction of UGC, Manindra Chandra College was split up into three units – Morning, Day and Evening, with separate affiliations under CU. The Morning section, meant exclusively for Girl students, started functioning from 2 December 1964 and was named as Maharani Kasiswari College, to perpetuate the memory of Maharani Kasiswari, who once entered this house as a 7-year-old bride. Since its inception, the college believes in the thought that Education Empowers Women – psychologically, economically, politically and socially at the level of Family, Community, Society, National and International.</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

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ATTENDANCE SHEET:

NAME OF PERSON	DESIGNATION
<i>Amalash kr. mandal.</i>	Lead Auditor
<i>Snehakrishna</i>	Principal, Maharani Kasiswari College
<i>Tapen kr. Chowd.</i>	Coordinator, IQAC, Maharani Kasiswari College
<i>Sushantam - Bag</i>	Coordinator, NAAC, Maharani Kasiswari College
<i>Anindita Ray (Chakravarti)</i>	Teacher Representative, GB, Maharani Kasiswari College.
<i>Anindya Basu</i>	Teacher Representative, GB, Maharani Kasiswari College.
<i>Shyam Prasad</i>	Bursar, Maharani Kasiswari College
<i>Gobinda Mandal</i>	Secretary, Teachers Council, Maharani Kasiswari College
<i>Sourav Datta Munshi</i>	Office Coordinator, Maharani Kasiswari College
<i>Subrata Kundu.</i>	Head Clerk(Acting),Maharani Kasiswari 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 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 22.06.2023	
AQC Report Submission	Client Acceptance for Report
Name of Auditor: Amalash Kr. Mandal	Name: Dr. Sima Chakrabarti
Signature: 	Sign 
Authorization: Empanelled Auditor from IAF accredited Certification Body, Energy Auditor from National Productivity Council, IRCA Accredited Lead Auditor on ISO 50001:2018	Designation: Principal
	Dr. SIMA CHAKRABARTI Principal MAHARANI KASISWARI COLLEGE 20, Ramkanta Bose Street, Kol-3

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AUDIT CHECKLIST

REQUIREMENTS	COMMENTS	Status C/NC/ O
Is the Information documented as required as per the ISO 50001:2018?	Manual and other documented information available. (Doc. Ref. No. ENMS/L1, dtd. 02.04.2022) and other documented information available.	C
Has the discussion been held with personnel of the Client company for readiness for stage-2?	Yes. Within next month the Stage-2 needs to be completed, discussed and finalized as per discussion with the Principal and IQAC coordinator.	C
Has the Client site specific conditions been evaluated?	Established, implemented and the Scope has been set as per Site specific. (Under clause 4.3 of ENMS/L1 Manual). They are maintaining their Green monitoring report year to year wise to evaluate the environment performance.	C
Has the company identified energy performance indicators, Energy baseline, Energy objectives, energy targets and energy management action plans?	Respective Energy project found taken by Authority. Like "Efficient use of Energy Resources" *Energy source and power consumption captured in Green monitoring report. Data available.	C
Is the client having understanding with the ISO 50001:2018 Standard requirement and other requirement site specific?	Yes. Awareness training has been conducted by an external consultant. 1. Training on Standard given by External body "Management System Consultancy" 2. Other training reference maintained.	C
Is the scope having boundaries and specific to client organization?	Scope defined in Manual and found as per course delivery.	C
If a client has Multisite then level of control is established.	Not applicable	C

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Is organization analyze 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 and included in Green monitoring report for review.	C
Based on the analysis of energy used and consumption, is the organization identifying the areas of significant energy use.(identify the facilities, equipment, systems, processes and personnel working for, or on behalf of, the organization that significantly affect energy use and consumption?)	List of energy sources are available, significant energy sources identified. Energy program found. Last one year bill value/power consumption details found maintained.	C
Has the organisation identified EnPIs (energy performance indicators) appropriate for monitoring and measuring your energy performance?	Energy baseline declared as last year consumption. EnPI is set in the form of Energy Projects. *Energy efficiency utilization project taken *Secondary power utilization project taken in planning *Campaign/display project taken to aware other stakeholders	C
Has the organisation identified, implemented and have access to the applicable legal requirements and other requirements to which organization subscribes related to energy use, consumption and efficiency?	MAHARANI KASISWARI COLLEGE, is affiliated to University of Calcutta. The college is accredited by National Assessment & Accreditation Council (1 st Cycle). It is an Under-Graduate College providing Teaching in Streams of Arts, Science, Commerce and Major subjects.	C
Are the resources adequate for stage 2 audit?	Yes, documented information found established as per standard requirement and organization requirements. So proposed for stage-2 audit. The implementation and monitoring system will be checked in stage-2 audit.	C
Is Internal Audit planned and performed and effective?	Yes, Internal Audit Report w.r.t Year to year Green monitoring checks found conducted and maintained properly against all possible parameters.	C
Is MRM planned and performed and Effective?	Yes, their committee meeting outcome was maintained. All agenda points discussed in meeting and records maintained.	C

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END OF REPORT

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Name of the Organization	MAHARANI KASISWARI COLLEGE	
Address	20, Ramkanta Bose Street, Kolkata- 700003	
Site Address (If any)		
No. of Employees	Teaching = Substantive Teaching:44, Substantive Librarian:2, SACT:50, Non-teaching = Substantive:13, Casual:11, House-keeping =3, Security =0, Electrician=Substantive:1, Total = 124	
No. of Shift	1	
E mail id	mkcollegeprincipal@gmail.com	
Contact Person	<i>Dr Sima Chakrabarti</i>	
Telephone/Fax	84203 75649, 96744 24451, 033- 25435687	
Scope	Teaching, Learning and Evaluation processes relating to award of B.A, B.SC and B.COM Honours as well as General Degree and Certificate courses in an Environment friendly and Energy efficient manner in the College 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 Man-days: 1
Starting date of Audit	12.07.2023	
End date of Audit	12.07.2023	
Brief about the organization	<p>The origin of Maharani Kasiswari College may be linked to the great love for Education and Learning of the Cossimbazar Royal Family of Murshidabad. Starting from Krishna Kanta Nandy, great –grandson of Kalinath Nandy (founder of Cossimbazar Estate) to Raja Harinath (grandson of ‘Kanta Babu’), Raja Krishnath (son of Harinath), Maharani Swarnamoyee (wife of Raja Krishnath), Maharaja Manindra Chandra Nandy (nephew of Maharani Swarnamoyee), Maharaja Sris Chandra Nandy (son of Manindra Chandra Nandy) – all spent majority of their wealth towards the cause of Education throughout Bengal. Establishment of Hindu College, Krishnath College of Berhampore, Lady Duffrin Medical Hostel of Kolkata and several other schools and colleges are few examples of their immense patronage for promotion of education in Bengal.</p> <p>This college building at 20, Ramkanto Bose Street, Shyambazar, was an ancestral property of Maharaja Manindra Nandy. In this house, he was born on 29 May, 1860 and was married to Maharani Kasiswari of Burdwan when He was seventeen and the Bride was only seven. In 1897, Manindra Chandra left Kolkata for Cossimbazar Estate.</p>	

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	<p>After passing away of Manindra Chandra, Maharaja Sris Chandra donated their house for setting up of a College in that premises. The mission was made possible through immense initiative of some spirited persons of North Kolkata at that time. On 15 July, 1941 Maharaja Manindra Chandra College was established.</p> <p>From 1 October 1947, a morning section of the College was opened to meet the aspirations of the neighbourhood girls for education. Maharani Kasiswari College came into existence when in 1964, according to the direction of UGC, Manindra Chandra College was split up into three units – Morning, Day and Evening, with separate affiliations under CU. The Morning section, meant exclusively for Girl students, started functioning from 2 December 1964 and was named as Maharani Kasiswari College, to perpetuate the memory of Maharani Kasiswari, who once entered this house as a 7-year-old bride. Since its inception, the college believes in the thought that Education Empowers Women – psychologically, economically, politically and socially at the level of Family, Community, Society, National and International.</p>
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

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ISO 50001:2018**Stage 2 Energy Audit Report****ATTENDANCE SHEET:**

NAME OF PERSON	DESIGNATION
<i>Amalesh kr. mandef.</i>	Lead Auditor
<i>Shekhar</i>	Principal, Maharani Kasiswari College
<i>Tapen kr. Choudh.</i>	Coordinator, IQAC, Maharani Kasiswari College
<i>Sushantam - Bag</i>	Coordinator, NAAC, Maharani Kasiswari College
<i>Anindita Ray (Chakravarti)</i>	Teacher Representative, GB, Maharani Kasiswari College.
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<i>Shyam Prasad</i>	Bursar, Maharani Kasiswari College
<i>Gobinda Mandal</i>	Secretary, Teachers Council, Maharani Kasiswari College
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<i>Subrata Kundu.</i>	Head Clerk (Acting), Maharani Kasiswari College

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SUMMARY OF AUDIT

AREA OF IMPROVEMENTS	
1	No such significant area identified as critical w.r.t energy consumption

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
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√	nonconformities has verified
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√	The scope of certification is appropriate.
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Recommendation:

√	<p>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</p>
×	<p>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.</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. Once all non-conformances are closed, the recommendation for Issuance of certification may be recommended. 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>
	<p><i>Proposed Audit Date for 1st Surveillance Audit 11.07.2024 (mm/dd/yy)</i></p>

Sign Off : (Date) 12.07.2023

<p>AQC Report Submission</p> <p>Name of Team Leader: Amalash Kr. Mandal</p> <p style="text-align: center;"><i>Amalash Kr. Mandal</i></p> <p>Signature:</p> <p>Authorization: Empanelled Auditor from IAF accredited Certification Body, Energy Auditor from National Productivity Council, IRCA Accredited Lead Auditor on ISO 50001:2018</p>	<p>Client Acceptance for Report</p> <p>Name: Dr. Sima Chakrabarti</p> <p>Sign</p> <p style="text-align: center;"><i>Dr. Sima Chakrabarti</i></p> <p>Designation: Principal</p> <p style="text-align: center;">Dr. SIMA CHAKRABARTI <i>Principal</i> MAHARANI KASISWARI COLLEGE 20, Ramkanta Bose Street, Kol-3</p>
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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) *To capture those issues Staff and student feedback process was initiated and documented for review.
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) *To capture those issues Staff and student feedback process was initiated and documented for review.
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) Scope defined in Manual and found as per course delivery. Verified against their affiliation.
4.4 Energy management system	C	Process Flow/Process description found established as guided by accreditation norms. Reference: Affiliation/accreditation copies maintained.
5 Leadership		

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5.1 Leadership and commitment (Ensure Top Management Commitment)	C	Interviewed with Top Management (Here Principal), found committed to communication of respective Energy Policies, Projects and implementation of Energy specific Projects. Reference: Communication done through display and campaign
5.2 Energy policy (Documented, communicated, availability and Review)	C	Energy Policy established and displayed on the notice board, signed by the Principal. Advise them to display for other stakeholders as well as on the Website.
5.3 Organization roles, responsibilities and authorities (Assigned and communicated by Top Management)	C	Defined in Manual and available in the College office. Ref. Organogram maintained.
6 Planning		
6.1 Actions to address risks and opportunities	C	Risk Register found maintained (Doc. Ref. No. EnMS/POT/E-RISK/01), initially found 3 nos Energy risk identified.
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.

<p>6.3 Energy review</p> <p>(Current type of energy use, past and current consumption, documented and updated)</p>	C	<p>Energy review has been done based on Meter reading study and kept as documented information.</p> <p>Current list of Energy sources found available including Significant energy sources in their Green monitoring report for review.</p> <p>You may put your current list of energy source here</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 70%; text-align: center;">Electrical device/items</th> <th style="width: 30%; text-align: center;">Number</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Normal Tubelight</td> <td style="text-align: center;">187</td> </tr> <tr> <td style="text-align: center;">LED Tubelight</td> <td style="text-align: center;">128</td> </tr> <tr> <td style="text-align: center;">Normal Bulb</td> <td style="text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">LED Bulb</td> <td style="text-align: center;">12</td> </tr> <tr> <td style="text-align: center;">Ceiling Fan</td> <td style="text-align: center;">254</td> </tr> <tr> <td style="text-align: center;">Wall fan</td> <td style="text-align: center;">12</td> </tr> </tbody> </table>	Electrical device/items	Number	Normal Tubelight	187	LED Tubelight	128	Normal Bulb	0	LED Bulb	12	Ceiling Fan	254	Wall fan	12
Electrical device/items	Number															
Normal Tubelight	187															
LED Tubelight	128															
Normal Bulb	0															
LED Bulb	12															
Ceiling Fan	254															
Wall fan	12															
<p>6.4 Energy performance indicators</p> <p>(Documented and updated)</p>	C	<p>Documented in the form of Energy projects.</p> <p>Proposed List of projects:</p> <ol style="list-style-type: none"> 1. Energy Efficiency 2. Secondary power 														
<p>6.5 Energy baseline</p> <p>(Documented and review periodically and retention)</p>	C	<p>Energy baseline declared as last year Power consumption, accordingly projects taken to review and reduce the Power.</p>														

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6.6 Planning for collection of energy data (Accuracy and repeatable, documented and retention)	C	Electrical Energy bill statements kept available for further review. Last one year bill details in Power consumption/value wise available.
7 Support		
7.1 Resources (Determination of resource required)	C	Resource requirements discussed in committee meetings. Outcome of meeting available. Meeting details available agenda wise.
7.2 Competence (determine, documented and retain the competence)	C	Training planning and related training records found available. Awareness training conducted by External consultant. 1. Training on Standard given by External body "Management System Consultancy" 2. Other Training reference maintained.
7.3 Awareness (Objective, Policy, Non-Conformance of EnMS)	C	Done through training and display. 1. Training on Standard given by External body "Management System Consultancy"
7.4 Communication (What, When, With Whom, How & Who)	C	Done through display, mail, meeting minutes. Reference: Campaign details found available theme wise.

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7.5 Documented information (Creation, Updating, Control, Retention, External Origin, Storage & Preservation)	C	Control of documented information procedure established. Control of documented information procedure established. 1. Reference: Syllabus/Course details found maintained.
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8 Operation

8.1 Operational planning and control (Documented, Plan, Implement, Control the process related to SEU and communication)	C	Operational procedures established supported with work instructions and related records. Project review checked
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. Comparative statement found available against any purchase.

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
9.1.2 Evaluation of compliance with legal requirements and other requirements	C	MAHARANI KASISWARI COLLEGE, is affiliated to University of Calcutta. The college is accredited by National Assessment & Accreditation Council (1 st Cycle). It is an Under-Graduate College providing Teaching in Streams of Arts, Science, Commerce and Major subjects.

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9.2 Internal audit (Frequency and Effectiveness)	C	Yes, Internal Audit Report w.r.t Year to year Green monitoring checks found conducted and maintained properly against all possible parameters.
9.3 Management review (Frequency and input/output)	C	Yes, their committee meeting outcome was maintained. All agenda points discussed in meeting and records maintained.
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