



INSTITUTIONAL POLICY ON ENVIRONMENTAL CONSCIOUSNESS AND SUSTAINABILITY



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ENVIRONMENTAL POLICY

To Provide Clean, Hygiene and Safe Environment by Committing to highest possible levels of performance in Environmental Compliance, Practices and Stewardship in our Institution Campus.

- Complying with Applicable legal requirements relating to its Environmental aspects
- Prevent Pollution, Reduce waste and minimise the consumption of resources
- Educate, Train and motivate employees to carry out tasks in an environmentally responsible manner
- Encourage Environmental Protection among our Stakeholders

PURPOSE

This policy will play an integral role as the MKCE continues to develop an environmentally sustainable and economically viable campus that reflects the institute's core values of engagement and accountability. This statement represents a commitment by the MKCE to meet the needs of students, faculty and staff while preserving the environment for future generations. The MKCE is committed to preparing its students to become engaged environmental citizens on campus, in their own communities and throughout their lives. The institute will educate the community about best practices to continuously improve the environmental footprint of the campus and its operations.

SCOPE

This policy applies to all members of the MKCE community, including students, faculty, staff and visitors.

GUIDELINES

- The institute will consider the environmental impact of its development, communications, and procurement, curriculum, research and campus activities.
- The institute will broaden its commitment to environmental education by introducing, where practical, relevant environmental content to curriculum material.
- The institute will seek to minimize its impact on waste dumpsites through the promotion of best practices to reduce, reuse and recycle.
- The institute will promote the use of environmentally conscious transportation to all members of the Institution.

- The institute will partner with other educational institutions and government agencies to improve best practices in its operations.
- The institute will provide item-specific collection options for wastes areas across campus.
- The institute will purchase ENERGY STAR rated appliances and computers.
- The institute will maintain a user-friendly sustainability website with tips, links and suggestions for meeting policy guidelines.

ENVIRONMENTAL AUDIT FRAME WORK

The following audit framework is used for conducting Green Audit. The framework also lists the findings and observations for every criterion.

Control Objective	Control(s)	Audit Observation	
	Maintaining waste produce in	College has measures to reduce	
alle our materials	college premises with hostel Food	the absolute amount of waste that	
	Waste Generation registers.	it produces from hostels. The	
		recyclable such as papers,	
		plastics, glasses and metals are	
		segregated from source itself.	
	tenders are security	Bins with different color coding	
		are provided for collection of	
		those wastes. The colour coding	
		are (Blue: paper waste, Green	
		Glass wastes, Yellow Plastic	
man print to be sell to	the second second	wastes and Red: Metal scraps)	
	Committee of the committee of	The segregated wastes are being	
System of waste segregation and		Sent to the recyclers by	
bins are provided at all source		Periodically. An Internal Audit	
onis are provided at an source		is being held twice in a year.	
	Organic waste, green waste and	All organic waste, green wastes	
	compost or collected from	and Food waste are composted in	
	kitchens, gardens, offices and	the campus and converted in to	
	rooms.	Bio gas is used for Hostel	
		Kitchen purposes.	
	Maintain the Safety disposal of	With the help of authorized	
	large electrical goods and	agents Safe disposal is being	
	computers appliances.	accomplished for computers and	
		electrical wastes. Defective	
	a management of the later of	equipment's and all other	
		consumables, E Scrap is sent to	
	, united	the recyclers with appropriate	
		safety actions.	

Control Objective	Control(s)	Audit Observation	
"	Seem in to the opportunity of micro -production of renewable electricity.	Established Solar panels for making renewable power possibility to the extent	
Condense energy consumption, especially of energy derived from Solar power.	An energy-saving light bulb is replaced for fluorescent lamp inside the campus.	The LED bulbs are used as much as possible	
	To create awareness on Save energy through visible reminders, turning off Electrical appliances when not in use.	Maintain our best to put the main switch off when there is no need of electricity.	
Reduce wastage of Water.	Dripping taps and showers are Refurbished as quickly as possible.	Monitoring and maintenance of pipelines with help of maintenance people to control water wastage.	
	Environmental awareness programmes were conducted to all the teaching and Non teaching community.	Eco club actively functioning among students community to monitoring.	
Ensure that environmental awareness is created	Environmental awareness programmes like plant trees are conducted to spread among the students.	Awareness programmes on Nature and natural resource conducted periodically.	
	Create awareness of environmental sustainability.	Awareness Seminars on Nature and natural resource conducted periodically.	
	Mention the rate at which the college contributes to the reduction and humiliation of natural resources.	Institution does not directly or indirectly involve in reduction and humiliation of natural resources.	
Is the buildings in the institution are built with green standards.	Architecture of existing buildings to reduce energy, water usage, and carbon emission are reviewed, in consultation with experts	The constructions are modified in compliance with green standard.	

Control Objective	Control(s)	Audit Observation	
	Start an Institution Environmental Committee with roles and responsibility for the implementation, enforcement and review of the Environmental Policy. The Committee should be the source of advice and guidance to staff.	Institution has an Environment Committee.	
Do the Environmental Policy implemented, enforced and reviewed	Ensure that the Environmental Committee will review the Environmental Policy on an annual basis, and will monitor progress and set measurable targets wherever possible.	Ensured	
	Ensure that the Environmental Policy is enforced regardless of whether its requirements exceed the mandate of the law.	Green policy is enforced.	
	Require that every staff and student member recognizes their responsibility to ensure that the commitments in the Environmental Policy are properly put into practice.	Members of Environment Committee are trying their best.	

ENERGEY STRATEGIC PLAN

MKCE's specific strategies to reduce its greenhouse gas emissions include:

- Energy Efficiency and Conservation
- Clean and Renewable Energy Sources
- Improved Transportation Options

ENERGY EFFICIENCY AND CONSERVATION:

MKCE plan to reduce Specific Energy Consumption (SEC) with the following:

- The energy efficiency is incorporated by utilizing energy efficient fans, lights and air conditioners in the academic and hostel buildings of MKCE.
- In the upcoming years most of the lighting energy will be saved by replacing fluorescent tube to LED lamps.

- Before 2022 end, entire campus will be converted into LED lamp fittings to increase the percentage of energy saving.
- The central library is proposed to renovate in to centralised AC from the existing split ACs to increase the ratio of energy saving in the campus.

CLEAN AND RENEWABLE ENERGY SOURCES

To reduce the carbon foot prints, we are generating electricity to the tune of 600 kW through 250 kW Solar PV system and 350 kW Wind turbine.

IMPROVED TRANSPORTATION OPTIONS

- Proper care is being taken to restrict the vehicle entry into the campus.
- To reduce the carbon emission inside the campus electric powered sweeping vehicle is encouraged.
- Speed governor as per the ISO standard has installed in the college buses to avoid over speeding

ENERGY EFFICIENCY PLAN

- Food wastes of about 400kgs are digested in biogas plant. It produces bio-compost from the plant leaves and kitchen vegetable wastes collected in the campus. Once in three months, 5 to 6 tonnes of bio-manures are prepared and used for the cultivation of organic vegetables.
- To reduce the energy consumption the computers in the institution are replaced with LCD monitors.
- Around 1000 trees and herbs are planted in and around MKCE through environmental promotion activities.
- For promoting Green energy MKCE installed 250 kW of roof top solar PV systems in the year
 2018.
- Phase wise replacement of corridor lights in institution were carried out from the year 2018.

ENERGY SAVING GUIDELINES FOR INSTITUTIONAL RESPONSIBILITIES GENERAL

Computers will be managed from the energy savings perspective. For example, all capable PC's will be programmed for the "energy saver" mode using the power management feature. If network constraints do not make this possible, the monitors will be set to "sleep" after 10 minutes of inactivity.

AIR CONDITIONING EQUIPMENT

Occupied temperature settings will not be set below 20° C. In MKCE every week the compressors and AC vents are cleaned for better operation and energy efficiency. Air conditioner start times may be adjusted (depending on weather) to ensure a comfortable environment when space is reoccupied. Outside air dampers will be closed during unoccupied times.

LIFT USAGE

In MKCE many posters ("WALL SPEAK") are displayed in front of elevators to avoid using lift for regular. This will motivate people to follow healthy habit of taking stairs and save energy as well.

LIGHTING

All external lighting will be switched off during day time. Flood light facility is available for students in a scheduled timing for sports practice daily. Gym, Tennis Center and athletic field lights will be switched off when the space is not being used. Every effort will be made to eliminate unnecessary night time external lighting, ensuring that safety and security are the highest priority.

WATER

All plumbing and/or intrusion leaks will be repaired immediately.

GUIDELINES FOR EFFECTING IMPLEMENTATION AND MEASURING IMPACT

The Energy Management committee will perform routine audits of all facilities and communicate the audit results to the appropriate personnel.

The Energy Management committee will make adjustments to the institution including temperature settings, Ventilation and Air Conditioning and other controlled equipment.

GUIDELINES FOR INDIVIDUAL RESPONSIBILITIES

Turn off your computer monitor before you leave for the day – slogans have been pasted in every lab and class rooms. MKCE has replaced all CRT monitors with LCD and LED monitors for saving energy and environment.

Turn off your lights when not in use-slogans have been pasted in every lab, class rooms and hostels. MKCE is continuously replacing the conventional lights (Florescent Tube Light, sodium vapour lamp, Mercury and metal halogen lamps) with LED and CFL lamps in a phased manner.

Leave lights off when possible. If you have ample natural daylight and do not need artificial lights to work comfortably, keep them off. Remember that lights not only consume electricity, but also give off heat, increasing the amount of electricity needed to cool the room.

ENERGY REPORT

S.No.	Year	Total EB Consumption	From Wind	From Solar unit	Billed Unit
1	2016-17	1,152,756	624,844	-	527,912
2	2017-18	1,090,432	604,019	d But prior	486,413
3	2018-19	909,908	518,521	-	391,387
4	2019-20	1,205,657	516,133	246,189	443,335
5	2020-21	112,329	83,567	21,769	6,993
T	otal	4,471,082	347,084	67,958	856,040

ROOF TOP SOLAR PV DETAILS

MKCE has installed 250 kW of roof top solar PV panels in three different buildings in 2018.

LOCATION/	UG BLOCK				OLD BOYS HOSTEL	
BLOCK	North side	South side	West side	East side	South side	North side
SIZE (kWp)	180	164	123	122	105	88
Per hour. (kVA)	50	45	50	70	25	25

TOTAL QUANTITY OF LED LIGHTS OF VARIOUS WATTAGES

3.1 Lighting:

A sample calculation of energy saving opportunity by replacing the conventional light by LED light has been shown in the following table

DESCRIPTION	FTL FITTINGS	LED FITTINGS 18W	
DESCRIPTION	40W		
No. OF FITTINGS	500	500	
WA'TTS (LAMP)	20000	9000	
TOTAL WATTS	20000 9000		
CONSUMPTION UNITS PER DAY	200.000	90.000	
RUNNING COST PER DAY	1270.00	571.50	
SAVINGS LED INSTEAD OF FTL IN WATTS	11000		
UNITS SAVINGS PER DAY	110.000		
UNITS SAVINGS PER MONTH	3300.000		
RUNNING HOURS PER DAY	10		
PRESENT TNEB UNITS COST Rs.	6.35		
COST SAVINGS PER DAY Rs.	698.50		
COST SAVINGS PER MONTH Rs.	20955.00		
LED LIGHT FITTING TOTAL EXPENSES Rs. (922*Rs.650)	599300.00		
COST RETURN PERIOD IN DAYS	858		
COST RETURN PERIOD IN MONTHS	28.60		
COST RETURN PERIOD IN YEARS	2.35		

WASTE SEGREGATION SYSTEM PROCEDURE

Source	List of Wastes to be collected	Count	Dustbin Colour Code
	Liquid	NA	To STP
	Solid – Compostable Vegetable & Fruits peels, Food Waste	s 4	Yellow color Large size closed bins
	Compostable (Recyclable) -Papers Waste, Cardboard boxes, Jute bags, etc.,	2	Blue color open Large siz
Kitchen (Boys & Girls	Compostable (Non-Recyclable) Onion peals/egg shells ect	4	Green color open Large size bins
	Coconut Shells	Nil	Boilers
	Non Compostable Polymer waste (Plastic covers, bags, containers, spoons, metal tins, milk covers, etc.,	2	Red color medium open bi
	Gaseous Kitchen Flames	HARLET	NIL
	Liquid	NA	To STP
	Solid - Compostable		
	Food Waste	4	Yellow color Large size closed bins
Mess &	Compostable (Recyclable) Papers waste	4	Blue color open medium size bins
Canteen	Non Compostable Polymer waste (Plastic covers, plastic cups, containers, spoons, metal tins, etc.,	4	Red color open medium size bins
	Compostable (Non-Recyclable) Paper cups	4	Green color open medium size(20Kg) bins
	Liquid Bathroom/ Toilet waste	NA	To STP
Boys Hostel	Solid – Compostable (Recyclable) Papers Waste etc.,	Per floor 3 bins 27	Blue color open medium size bins
and Toilets	Non Compostable Polymer waste (Plastic covers, containers, metal tins, etc.,	Per floor 3 bins 27	Red color open medium size bins
	Food Waste	1:	Yellow color medium size closed bins
	Solid - Compostable (Recyclable) Papers Waste etc.,	Per floor 4 bins (floor no:2,3,4)	Closed bins
	N. C	Per floor 2 bins (floor no: 5,6,7) Ground floor – 3 bins 21	Blue color open medium size bins
irls Hostel	Non Compostable Polymer waste (Plastic covers, containers, metal tins, etc., Solid - Compostable	Per floor 4 bins (floor no:2,3,4) Per floor 2 bins (floor no: 5,6,7) Ground floor – 3 bins 21	Red color open medium size bins
rls Hostel	Food Waste	2	Yellow color medium size closed bins
ilets	Sanitary Napkins	3	Napkin disposal machine

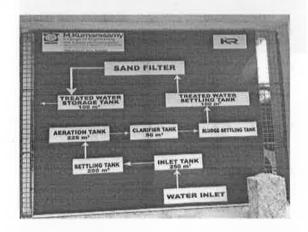
SCRAP DISPOSALS POLICY FOR SCRAP DISPOSAL

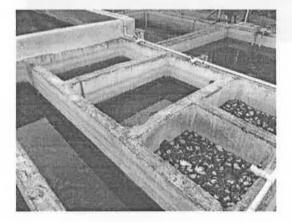
The Purchase Department will be responsible for the disposal of defective equipment's and all other consumables, surplus, obsolete material, goods, equipment, Motor Vehicles, free samples, E Scrap by the method which obtains Best Value for money. Intimation to registered scrap dealers through mail telephone to visit scarp site for survey and quote submissions. Disposal of old items recovered during execution of project to be auctioned and final authority on price and supplier shall be decided by Principal.

GREEN PROCUREMENT POLICY

As a part of our ongoing commitment to improve the environment, this policy seeks to reduce the environment impacts of our operations and promote sustainable development by the integration of environment performance considerations in the procurement process. encourage and prefer eco-friendly products, which are more power efficient. We shall prefer to purchase from a source that is less polluting or uses clean technology and also encourage and prefer vendors who use recycled packaging material. The possibilities of further reuse and/or recycling shall be explored with the user based on needs and other conditions. Procurement preference would be given to the vendors those who obtained ISO 14000 Certificate. Before sending the scrap material, they have to be first declared unserviceable or scrap by the competent authority. For most of the materials Respective Department Heads / Director of the Departments are competent to classify the materials as unserviceable or Scrap. MKCE committed to the integration of environment performance considerations in the procurement process including planning, procurement, use and disposal. We are committed to considering the environmental aspects, potential impacts and costs, associated with the life cycle assessment of goods and services being acquired.

SEWAGE TREATMENT FACILITY (STP)



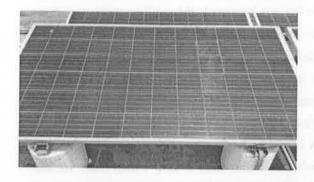


RAIN WATER HARVESTING PIT

The rain harvest pits of suitable size are constructed along the rainwater collection drain. The rain harvest pit consists of 1.2 dia borehole for depth of 3 m. Boreholes are made with casing pipes in position, and then filled up with 10 % of Fine sand and second layer is filled up with 20% of core sand and third layer is filled with 20 % of 20 mm Jelly stones and fourth layer is filled with 40 mm jelly stones for reaming 50% of area.

SOLAR PANELS

INSTALLED CAPACITY - 250 KW





GREEN BELT DEVELOPMENT





EMS ORGANIZATION STRUCTURE

- 1. Top Management of the Campuses, Demonstrates Leadership and Commitment with respect to the Environmental Management System.
- 2. Maintains Strategic oversight of the EMS and ensures the Establishment, Implementation and Maintaining of Environmental Policy and Objectives.
- 3. Provide resources needed for EMS.
- 4. Delegate's authority for ensuring compliance to the EMS Manager.
- 5. Promotes Continual Improvement and supports other relevant management roles to demonstrate their leadership as it applies to their areas of responsibility.
- 6. Periodically monitors and reviews through EMS Committee Reports and Management Review Meetings.

Group EMS Officer

- 1. Responsible for the Establishment, Implementation, Maintenance and Continual Improvement of the MKCE Environmental system in accordance with the requirements of ISO 14001:2015.
- 2. Ensures effective implementation of the EMS Policy and Objectives.
- 3. Ensures the compliance of relevant Statutory Requirements related to Environmental sustainability.
- 4. Coordinating Internal Audits and Management Review Meetings and communicates the outcome to all the relevant staff.
- 5. Increasing the environmental competence and awareness of staff at all levels through the development of training and awareness initiatives and sharing of best practices.
- 6. Ensuring the Environmental Management System activities updation in the MKCE website and the staff and student portals.
- 7. Reporting on the performance of the environmental management system, including environmental performance, to Top Management.
- 8. Liaison with external agencies regarding EMS.
- 9. Ensuring compliance with all related safety, health and environmental Legislation as well as the use of natural resources and waste management procedures.
- 10. Ensure to comply with the needs and expectations of the interested parties.

- 11. Continually improves the suitability, adequacy and effectiveness of the environmental management system.
- 12. Identify the risks and opportunities for improvement and implement necessary actions to achieve the organization objectives.

EMS Manager

- 1. Reports for effective implementation and ongoing operation of the EMS to maintain ISO 14001 Certification.
- 2. Providing information, instruction and regular training on environmental management matters to staff, students and others as applicable.
- 3. Ensuring document control of EMS controlled documents.
- 4. Conducting and completing regular internal audits according to Annual Audit Plan and reporting audit findings to EMS Officer & Top Management.
- 5. Organizing Periodical Management Review Meetings and communicates the meeting outcome to relevant persons.
- 6. Increasing the environmental competence and Awareness of staff at all levels through the development of training and awareness initiatives and sharing of best practice.
- 7. Ensuring effective implementation of waste management system.
- 8. Ensuring compliance with all related safety, health and environmental legislation as well as the use of natural resources.
- 9. Ensure effective emergency preparedness and response in the campus through regular trainings and maintain.
- 10. Knowledge of the building energy management control system / solar energy to ensure optimum control of building services with regard to energy efficiency.
- 11. Maintaining reports on the environmental performance of energy and water, progress against objectives and make recommendations for improvement to the senior management through governance structure.
- 12. Responsible for the continual improvement of the EMS.

ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) COMMITTEE

1. PURPOSE:

• The overall purpose of the EMS committee is to review and monitor the EMS Policies and objectives and the EMS activities of the campus on behalf of the top Management.

2. COMPOSITION:

- a. Institution shall have an independent committee for the campus.
- **b.** The Secretary shall appoint the members of the EMS committee and he may at any time remove or replace any member of the EMS committee and may fill any vacancy in the EMS Committee.
- **c.** The committee shall consists of the following members:
 - 1. Institute Principal
 - 2. Two HOD's from academic Departments
 - 3. Four Senior Faculty Members
 - 4. Admin Manager
 - 5. Accounts Manager
 - 6. Mess Manager
 - 7. Transport Manager
- d. Top management shall appoint the Chair of the EMS Committee on an annual basis.
- e. The Secretary of the EMS Committee shall be designated from time to time from one of the members of the EMS Committee by the committee chair.
- f. The Quorum for meetings shall be all the members of the EMS Committee.

3. Core Responsibilities of the EMS Committee

- **a.** To promote understanding and realization about the environment to everyone in the campus.
- **b.** To review and monitor the environmental policy objectives and activities in accordance with ISO 14001 of the campus on behalf of Top Management.
- **c.** To review environmental compliance issues and environmentally sensitive incidents to determine the necessary actions to be taken to protect the environment.

- **d.** To review and report to the Top Management on the sufficiency of resources available for carrying out the actions and activities recommended in connection with EMS implementation.
- e. To report regularly and on a timely basis to the Top management on matters& coming before the EMS committee relating to Environmental policies and activities of the campus for consideration and the manner of disposition.

4. Responsibilities of the committee chair

- **a.** Responsible for the management and effective performance of the EMS committee and provide leadership to the EMS committee in fulfilling its mandate.
- **b.** The fix the frequency of the committee meetings in consultation with the MKCE Chairman
- c. Providing leadership presiding over the EMS committee meetings.
- d. Facilitating the flow of information to and from the EMS Committee and fostering the environment to express the EMS committee members view points
- e. Reporting to the Top Management about the Committee Activities and recommendations
- f. Taking steps as are reasonably required to ensure that the EMS committee carries out its mandate.

5. Meetings

- **a.** EMS committee meetings shall be held regularly as the chair of EMS committee determine, but at least once in every 3 months and may also meet any other time on the call of other two members of the committee
- **b.** Agenda of the meetings shall be developed by the chair of the committee in consultation with Top Management and the EMS officer
- **c.** All meeting minutes shall be recorded and reported to Top management for approvals and further proceedings.

ROLES AND RESPONSIBILITIES AT INSTITUTION LEVEL

Institution Head/Principal

- 1. The principal makes decisions concerning the environmental management system in respect of the Institution and is also responsible for conducting an annual follow-up of the work on sustainable development and the environmental management system principal.
- 2. Planning and implementing the tasks given to the principal in the MKCE Environmental management system plan for the Environment and Sustainable Development.

And also, with reference to follow-up:

- 3. Following up the tasks given to the principal in the MKCE EMS plan for the Environment and Sustainable Development.
- 4. Annually analyzing the Institution's for compliance with environmental legislation.
- 5. Annually analyzing the interested parties' feedback in respect of the MKCE EMS plan for the Environment and Sustainable Development.
- 6. Annually analyzing the Institution's work to integrate sustainable development into courses and study programmers.
- 7. Being responsible for the resolution of deviation from internal and external environmental audits at the Institutions.

Departmental level

Head of Department

- 1. The head of department makes decisions concerning the environmental management system at the departmental level in accordance with the ISO 14001:2015 EMS standard.
- 2. Staffing function for environmental consideration and environmental management work within the department.
- 3. Designating environmental representative with a clear mandate and of a scope based on the needs of the operation
- 4. Ensuring that every person who performs work duties that may have a significant environmental impact is competent, based on appropriate training, instruction or experience
- 5. Planning and implementing the tasks given to the head of the department in the MKCE EMS plan for the Environment and sustainable Development.

6. Being responsible for the department implementing environmental audits in accordance with the MKCE Environmental Audit Plan.

And also, with reference to follow-up:

- 1. Annually reporting on the department's compliance with environmental legislation in accordance with the ISO 14001:2015
- 2. Being responsible for the department's deviation/incident reporting concerning environmental management/sustainable development.
- 3. Ensuring an annual inventory is taken of the department's chemicals.
- 4. Following up and resolving deviations from internal and external environmental audits.
- 5. Following up own activities and tasks within the environment and sustainable development and reporting these back to EMS officer.
- 6. Conducting an annual review with the department's environmental representative and reviewing the results for the year as well disseminating these results to staff at the department

In addition to the above. Heads of department are responsible for the department complying with MKCE decisions, rules and policies within environmental management/sustainable development

For the practical implementation of the above responsibilities, the head of department should allocate the following duties to relevant functions:

- 1. Supporting the head of department in the environmental management and sustainable development work and reporting to this person with regard to how the environmental management work is continuing.
- 2. Leading and coordinating the operational environmental management and sustainable develops, ent work within the department.
- 3. Compiling the annual report of the department's environmental management and sustainable development work.
- 4. Communicating the environmental management and sustainable development work to the department's employee and students.
- 5. Cooperating with the EMS officer and Manager.
- 6. Coordinating deviation/incident reporting at the department.
- 7. Planning, coordinating and producing supporting information for internal and external environmental audits.





ENVIRONMENTAL MANAGEMENT SYSTEM

The following members will act as implementation team of Environmental Management System (EMS) in M.Kumarasamy College of Engineering, Karur.

S. No.	Name	Designation
1.	Dr.N.Ramesh Babu	Professor and Head of Institution
2.	Dr.C.Ramesh	Professor and Head, Department of Mechanical Engineering
3.	Dr.M.Loganathan	Associate Professor and Head, Department of Civil Engineering
4.	Mr.M.Sasi Kumr	Assistant Professor / Civil
5.	Mr.A.Rangaraj	Assistant Professor / Civil
6.	Dr.K.Vijaykumar	Assistant Professor / Chemistry
7.	Mr.R.Kirubhagaran	Assistant Professor / Mech
8.	Mr.S.Karthikeyan	Admin Manager
9.	Mr.R.Saravanan	Accounts manager
10.	Mr.K.Sathiyamoorthy	Mess manager
11.	Mr.R.Abdulla	Transport manager

PRINCIPAL

PRINCIPAL,
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