



सीपज़ विशेष आर्थिक क्षेत्र प्राधिकरण
सीपज़ सेवा-केन्द्र भवन, सीपज़-विआक्षे
अंधेरी (पूर्व), मुंबई - 400 096.

SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY
SEEPZ SERVICE CENTRE BUILDING, SEEPZ SEZ.
ANDHERI (E), MUMBAI - 400 096.

SEEPZ-SEZ/ESTATE/GCC/526/2016-17/09502

12.05.2017

CIRCULAR NO. 02

Sub: Details required for go green initiative reg...

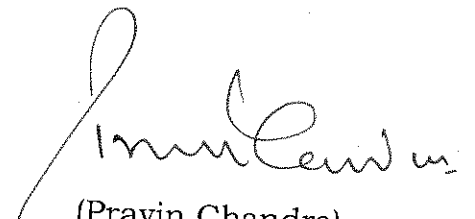
All unit holders and utilities in SEEPZ-SEZ are informed that SEEPZ-SEZ Authority office have taken initiative to Go Green under "Green Campus Rating System" of "Indian Green Building Council" to transform this campus into GREEN & SMART. This office is looking for the valuable suggestions from all units & utilities as mentioned in the annexure.

You are hereby requested to submit these details within 1 week's time to SEEPZ-SEZ Authority. You can also email the details on jdcseepzmah@nic.in & mark Cc to greenbusiness@pecsolutions.org.

To,

All units and Public Utilities,

Enclosed: Annexure


(Pravin Chandra)
Secretary/JDC
SEEPZ-SEZ Authority

अध्यक्ष Chairperson 28290856

सचिव Secretary 28294770

प्रबंधक (संपदा) Manager (Estate) 28294770

फैक्स / Fax : 28291385 / 28291754

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वेबसाइट / Website : www.seepz.gov.in

सीपज़ विशेष आर्थिक क्षेत्र प्राधिकरण के बढ़ते कदम - राजभाषा के संग

सीपज़ - सेज़/इस्टेट/जीसीसी/526/2016-17/09502

दिनांक 12.5.2017

परिपत्र संख्या 02

विषय:- पर्यावरण के अनुकूल बनने पहल के लिए आवश्यक विवरण ।

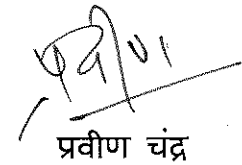
सीपज़ - सेज़ के सभी यूनिटधारकों तथा जनोपयोगी सेवाओं को सूचित किया जाता है कि सीपज़ - सेज़ प्राधिकरण कार्यालय ने इस परिसर को हरित एवं सुव्यवस्थित बनाने के लिए इंडियन ग्रीन बिल्डिंग काउंसिल के हरित परिसर मूल्यांकन प्रणाली के तहत पर्यावरण के अनुकूल बनने की पहल की है । यह कार्यालय सभी यूनिटों तथा जनोपयोगी सेवाओं से परिशिष्टों में उल्लिखित विवरण के अनुसार मूल्यवान एवं उपयोगी सुझाव आमंत्रित करता है ।

आपसे अनुरोध है कि सीपज़ - सेज़ प्राधिकरण को एक सप्ताह के अंदर अपेक्षित विवरण भेजें । आप अपेक्षित विवरण ई-मेल fdcseepzmah@nic.in पर भेज सकते हैं तथा इसकी प्रतिलिपि greenbusiness@pecsolutions.org को भी दे सकते हैं ।

प्रति,

सभी यूनिट तथा जनोपयोगी सेवाएं ।

अनुलग्नक:- यथोपरि


प्रवीण चंद्र

सचिव / संयुक्त विकास आयुक्त
सीपज़ - सेज़ प्राधिकरण

Building Unit Details (applicable for the operators of entire building)

Name of the Building unit:

Complete Address:

Contact Person Details

Name :

Company/Business name:

Email ID :

Mobile Number :

Telephone Number:

Basic information about the building unit

Please specify from when the building is in operation (Please specify Month & Year)	
Building Typology (e.g. Educational / Industrial / Gems & Jewelry, etc.)	
Site area/ Plot area (sq.ft.)	
Total number of wings (if any)	
Type of blocks within the building (e.g. Admin block, Cafeteria, Guest house, etc.)	
Total Building footprint area (sq.ft.)	
Construction Built up area (sq.ft.)	
Hardscape area within the plot boundary, excluding the building footprint (sq.ft) eg. Paved areas, etc.	
Landscape (softscape/green areas) on ground (sq.ft.)	
Landscape (softscape/green areas) on roof/ terraces/ balconies (if any) (sq.ft.)	
Total number of occupants in the building	
No. of male occupants	
No. of female occupants	

Details of the facility management team (if any)	
1) FM Team company:	
2) Areas of management	
3) Contact details	
4) Any other details (eg AMCs, SOPs, etc.)	

Details of Green initiatives:

1) Does your company have any kind of green policy/ environment policy/ sustainability policy? (Kindly share the policy, if any)

- If not, Is there any plan to establish the policy? kindly provide tentative time frame

2) Has your project achieved any Green Certification? (Yes / No)

- If yes, which certification? (GRIHA/ IGBC/ LEED/ or any other)
- Please provide the certificate copy (copy of final review report of Certification body) in case the rating has been awarded.

3) Number of existing trees preserved within your plot & their names (Please specify):

(N.A. for individual unit owners)

4) Number of trees planted within your plot & their names (Please specify):

(N.A. for individual unit owners)

5) Are the hardscape areas covered with shade from trees? (Yes / No)

(N.A. for individual unit owners)

- If yes, please tick: Partly / Completely

6) Are the hardscape areas installed with open grid pavers/ grass pavers/ or any other green materials? (Yes / No)

(N.A. for individual unit owners)

- If yes, please tick: Partly / Completely

7) Number of parking spaces provided:

Parking	2 wheelers	4 wheelers
Open surface parking		
Covered surface parking		
Basement		
Multi-level car parking		

8) Does the building has access to public transport facility within 800 meters walking distance from the entrance of the building? (Yes / No)

- If yes, please tick whichever is applicable: Bus-stop/ Intra-city/ railway station/ metro/ or any other

9) Are shuttle services provided by your company to commute for the employees?

(Yes/ No)

- If yes, please tick the type of shuttle services: Electric / CNG powered / Fossil fuel based
- If yes, number of building occupants is catered through shuttle service are _____ (approximately)

10) Are there any cycle stands provided? (Yes/ No)

- If yes, number of occupants using cycle facility _____ (approximately)
- What is the maximum capacity of the cycle stand? _____
- Number of cycles provided by the building owner (if any) _____

Water Conservation Measures

11) Does the building have rainwater harvesting system? (Yes / No)

(N.A. for individual unit owners)

- If yes, are you collecting roof runoff or surface runoff or both?
- Kindly provide design details of the RWH system (storm water tank storage/capacity, number of recharging pits, etc.) You may provide the photographs of the system, if any.

12) Does the building/unit use low flow fixtures/ aerators? (Yes / No)

- If yes, please specify: number of such water fixtures installed/ retrofitted to conserve water.
 - If not, any plan to implement the measures in the future?
-

13) Are irrigation systems installed to maintain landscape areas and conserve water? (Yes/No) (N.A. for individual unit owners)

- If yes, please tick whichever is applicable: Sprinkler/ Drip / Soil moisture sensors / Time based controller for the valves / Pressure regulating devices / Others
- If no, any plan to implement the measures in the future?

14) Is any ETP/Sewage Treatment Plant installed to treat waste water for reuse? (Yes / No)

- If yes, specify the capacity of the plant & the quantity of treated water available (KL)
-

- Please tick the reuse of treated water in various applications, if any:
(Landscape / Flushing / HVAC cooling tower make-up)
- Any other innovative practice you have adopted to treat the waste?
(eg. Extraction of metals/ raw materials, etc)

15) Are water meters installed to measure/monitor the water consumption? (Yes / No)

- If yes, location/ quantity? _____

Energy Conservation Measures

16) Lighting

- Type of Lighting fixtures used in the building

Type of lighting fixtures	Numbers	Wattage
<i>LED</i>		
<i>CFL</i>		
<i>T5</i>		
<i>Any other</i>		

- You may provide common area lighting details separately also.
 - Any retrofit measures in last one year, you have taken to reduce lighting loads, have you quantified the savings? *If yes, kindly provide the details*
 - _____
 - Any other measures to achieve energy savings:
Day-light sensors / Timer-based controls / any other lighting controls, etc
If yes, kindly provide the details
 - _____

17) Any kind of measures taken by your company to reduce energy consumption by replacing heavy load energy equipment with star rated or energy efficient equipment? *Kindly specify, if any*

18) Are Renewable Energy (RE) Systems installed for the building? (Yes / No)
(N.A. for individual unit owners)

- *If yes, please tick type of RE systems: Solar PVs/ Wind turbines/or any other innovative technology*
- *If yes, please provide the details, capacity/unit generation _____ (kWh)*

19) Provide details of installed energy meters
Location/ quantity

- *Also provide any measurement & monitoring program implemented by your company by installing sub meters to measure various kind of loads of energy equipments separately, like air conditioning, lighting, etc.*
- _____

Waste Management Practices

20) Details of housekeeping agency for management of waste (if any)

Company name:

Contact details:

Email id:

21) Type of waste generated from the building operation.

(For eg. Electronic/paper/metal waste/others)

22) Provide the approximate quantity of waste generated per day/weekly/monthly.

23) Treatment/ disposal (if any) (at building level or campus level)? (yes/no)

Building Operation & Maintenance

24) Is there no smoking policy in the building?

(Yes / No)

◦ If yes, kindly provide policy copy or photographs (if any)

25) Does the building have facilities for the differently abled (eg features such as non-slippery ramps, toilets for disabled and preferred car park spaces) (Yes / No)

◦ If yes, kindly provide the details/photographs

26) Any GREEN/ECO housekeeping chemicals are being used for housekeeping/cleaning the building? If yes, provide the details

27) Any Green material used during building design or operation of the building?

(eg ecofriendly paints, mats, furniture, etc)

28) Any other innovative practices used in the building operation/ maintenance not mentioned above (Kindy provide the details)

