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Circular

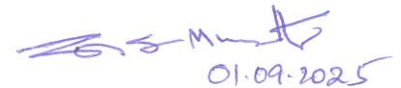
**Sub: Plate Bank usage and initiatives for shifting from paper/  
plastic plates and cups to steel/porcelain crockery**

The Plate Bank of IEST, Shibpur, newly established in collaboration with the Adamya Chetana Foundation, is a novel step towards sustainability and environmental responsibility. It shall reduce the use of single-use plastics and disposables by providing reusable steel utensils free of cost during campus events and gatherings. Thus, it shall promote green-dining for zero-waste events and aid the institute to move towards an overall eco-friendly waste management solution.

Hence, all academic, administrative and hostel units are requested to make good use of this plate bank by borrowing the requisite number of utensils (against a caution deposit) during any occasion in which they would conventionally be using single-use and non-sustainable plates/cups/glasses, etc. Dr. Bivore Das (AR, Estate) shall act as the in-charge of the Plate Bank. Further, every unit is directed to establish a Green Team comprising faculty, staff, and students to oversee sustainable practices during departmental events and daily operations. These teams can also ensure proper disposal of packaging materials by routing them to the dry waste collection centres or the Recycle Reuse Facility.

It is also urged to Deans, Registrar, Chief Hostel Warden and Wardens to introduce steel/porcelain crockery in place of paper/plastic plates and cups for serving snacks and Tea/Coffee. All Hostels must use steel (tumblers, tea glasses and spoons) for their day to day use. Paper/plastic cups and plates must be strictly avoided henceforth to keep the campus free from this waste generation.

Looking forward to active support and participation from all stakeholders to **go clean and green aiming towards Zero-waste Campus.**

  
01.09.2025  
Director

Copy forwarded for information and necessary action to :

- 1) All Deans and Associate Deans
- 2) All Heads of the Departments / Schools / Centres
- 3) Chief Warden / All Hostel Wardens
- 4) All Officers / Section-in-Charges
- 5) Office Copy
- 6) Institute Website