

### **Maintenance of Campus Infrastructure**

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

The college has an internal monitoring mechanism for maintenance of infrastructure, equipments and support facilities. The periodical meetings of the Management Committee, Building Maintenance Committee, Lab. In-charges, Office in-charge, Sports committee and IQAC ensure the non-interrupting functioning of all the equipments and the optimum utilization of the infrastructure available to students and teachers.

By & large the college utilizes the services of the electrician, plumber, carpenter and computer engineers for the maintenance of infrastructure by outsourcing and on sos (as and when required) basis. The R.O. plant, Generator, Photocopier, CCTV and some computers are kept under AMC. Day to day maintenance is carried out by the staff appointed for cleaning, maintenance and upkeep of the infrastructure.

The calibration and other precision measures for the equipment/instruments are carried out as and when reported by the lab-in-charge & the persons handling the equipment.

Learning resources such as study material, accessories, pen drives, CD's and other e-resources are also added and maintained through hiring, purchase and outsourcing as per requirement/priority within the limits of financial and other physical constraints.

The annual maintenance of infrastructural facilities. Such as building repair, electric lights functioning check up, fans & AC's maintenance and cleaning is done every year before the college is closed for summer vacation or during vacation and the equipments which need servicing are serviced just on the begriung of session every year.