

4.4.2 Procedures and Policies for Maintaining facilities

Mechanism for maintaining facilities

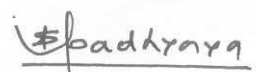
2014-2015

Things are to be maintained for better performance and long life. There is a maintenance committee in our college for the maintenance of academic, physical and support facilities. Provision of funds for maintaining academic, physical and support facilities is made in the annual budget. The committee takes care of each and every support facility and does everything needed from time to time. The purchase committee makes purchases taking into account the budget allocation of the institution. Whenever the maintenance of electrification, furniture, upkeep of computers or ICT tools like interactive boards, laboratory equipment, technicians are employed.

Sometimes carpenters, plumbers and painters are employed for the maintenance of the infrastructural facilities. Cleanliness is a must for the proper learning environment. Dustbins are used wherever necessary. The library maintains record of books issued and returned. It has also records ready of the books that are meant for weeding.



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Co-ordinator



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