4.4 INFRASTRUCTURE

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Institute makes budgetary arrangement under various heads for keeping up and using the campus infrastructure facilities. Institute improvement board of trustees referred sufficient funds for maintenance and repairing. The scheduled funds are used under the perception of different observing councils, for example, Purchase advisory group, Repair and maintenance board, Sports Committee, Library panel, Lab Maintenance Committee, Students Feedback council etc. of the college.

To keep up and upkeep the infrastructure Institute facilities and equipments, following exercises are attempted by the college:-

• There is Stock Maintenance Committee in each department, who keeps up the stock register by genuinely confirming the things round the year.

• Department wise yearly stock confirmation is completed by concerned Head of the Department.

• Regular maintenance of Computer Laboratory equipments are completed by Laboratory Assistant along with Laboratory attendant and they are controlled by Lab Maintenance Committee Convenor.

• Overall development of campus is finished by Campus Discipline and Cleanliness Committee of the college.

• Regular cleaning of water tanks, appropriate waste disposal, pest control, finishing and maintenance of lawns is finished by Institute Fourth Class Employees

• College campus maintenance is monitored through regular inspection.

• Upkeep all facilities and neatness of environment in men’s and women’s hostel is kept up through Hostel monitoring committee

• Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. Updating of softwares is done by lab assistants.

• Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. • Regular maintenance of the water cooler and water purifier is done by outsourcing agent.

• The maintenance of the reading room and stock verification of library books is done regularly by library staff.

* Outsourcing is accomplished for maintenance and repairing of IT infrastructure like PCs, internet facilities including Wi-Fi and broadband. Updating of softwares is finished by lab collaborator
* The maintenance of the reading room and stock verification of library books is done consistently by library staff

 The URL for Institutional Website: [http://](NULL)

 The URL to Institutional Library is : https://