

Procedures and Policies for maintaining and utilising physical, academic support facilities

Physical facilities:

The physical facilities including Laboratories, Classrooms, ICT facilities and Computers etc. are made available for the students those who are admitted in the college. Students are charged for the laboratory expenses at the time of the admission as suggested by the authority. The classrooms, boards and furniture facilities are utilized regularly by the students.

The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the nonteaching staff and in major cases the college goes for the maintenance contract to local experts. The college has adequate number of the computers with internet connections and the utility software's distributed in office, laboratories, library, departments etc.

The central computer laboratory connected in LAN is open for the students as time permits them, the office computers which are also connected through the LAN is consisting of the office software making work easier

The library is also provided LAN facility for the computers and they are loaded with the library software.

Academic and Support Facilities:

The academic support facilities like library, the sports and culture and the other platforms supporting overall development of the students like NSS, NCC or Career Counseling cell etc. is open not only to the college students but also to all the stakeholder in the surrounding with prior permission of the authority.

Accession to library is permitted at the cost of the deposits as caution money. A provision of the budget for the library maintenance is made by the college management. The activities like keeping library clean are done frequently by library staff. The library is headed by librarian. He is supported by the library assistant, supporting staff for Journal and Reference sections.

The equipment and machineries in the laboratory are maintained by department itself with the advice of HOD.

The computers are maintained in the Institution by local experts. This division provides the integrated IT services like smooth running of automation, upgradation and maintenance of automation package, college website, biometric services, troubleshooting of hardware, networking equipments including internet connectivity, procurement of hardware, software.

Sports complex the record for usage of sports and cultural facilities is maintained.

Hostel committee regularly monitors maintenance, hygiene and cleanliness of all facilities in hostel performed by in-house housekeeping staff and supervised by rector.

Canteen: The canteen maintenance committee takes care of quality and other related issues.

Generator facility: The campus has 01 Diesel generators with capacity 160 KV for Management/regulation of electricity and voltage. One water tanks is available in the college premises.