

PROCEDURES AND POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES

The institution has made adequate arrangements for the maintenance and utilization of the college infrastructure and facilities.

- IQAC manages comprehensive procedures of quality enhancement and sustenance.
- Setup of committees like College Development Committee, IQAC, UGC Planning Committee, Purchase Committee, Library Advisory Committee, Sports Committee and other college committees work help IQAC to effectively utilize available academic and support facilities.
- These committees provide continuous feedback to IQAC in order to enable it to make improvements.
- While carrying out overall assessment of all departments special attention is paid to the needs of up gradation and up-dation of the available facilities.

The aim of the comprehensive procedures is:

- To achieve optimum utilization of facilities and services for the benefit of stakeholders.
- To receive constant, uninterrupted and smooth functioning of physical, academic and support service facilities.
- Prevention of misuse and misconduct of resources and services.
- To achieve timely up-gradation, replenishment, repairing and replacement of the resources and services.
- To set standardized maintenance and utilization procedures for resources.
- To ensure safety of the students and employees.
- The authority ensures that enough funds are allocated and then utilized for the maintenance.

The following measures are taken by the institute:

- Proper up-keeping and maintenance of the building and surroundings is regularly done.
- Keeping and maintenance of the furniture of the college and laboratories is done by hiring the skilled persons.
- For the IT infrastructure of the institution, yearly contract has been done with a private firm from Amravati.
- The employee of the firm regularly takes care of all the computing facilities including office and laboratories.
- For the cleaning of classrooms, duties are allotted to non-teaching staff.
- The college campus and the washrooms are maintained through the sweepers.