

**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)**

**Response:** *The College has its own Maintenance Policy implemented in 2015.*

*The campus of the college provide an excellent academic environment through buildings constructed with state-of-the-art technologies consisting of energy efficient, water conserving, and sustainable building materials. The College is spread Academic Block to Red building covering around 34 acre of land. The College has number of buildings namely Academic Block, Library, Examination department, Life sciences Departments, Administrative office, Yashwant Hall, Red building, staff quarters and Boys hostel along with sports grounds.*

*Laboratories, sophisticated equipment's, computers and ICT facilities. Sports and physical education amenities, which are the back bone of academic activities. There is a dedicated Engineering Section maintained by PWD, which oversees periodic maintenance of all buildings, roads, rainwater and grey-water drainage. This section carries out painting of buildings at regular intervals apart from civil repairs and other maintenance as per the necessity or on request. All buildings are properly connected by roads. Adequate budgetary provisions are made for the above activities by Janabhagidari Samiti and State Government funds. The academic infrastructure of the college, such as research and teaching laboratories etc housed in over 14 teaching departments.*

*Fully automated main library of the college has approximated 93 thousand text and reference books. The regular monitoring and maintenance of these academic facilities is undertaken by the respective departments through dedicated AMCs and warranty and all up gradation and repair works are done by the department internally. In addition, PWD undertakes periodic survey of the various infrastructures on the campus and takes proactive steps to ensure high standards of maintenance.*

*The sports facilities on the campus are actively managed by the Sports department, which is headed by two sports officer and their supportive staff. The computers and the networking on the campus are maintained through dedicated AMCs and warranty. Computer department and IT cell is also responsible for the maintenance of entire digital physical infrastructure in the campus.*

*College gardens are maintained by gardeners under the supervision of Garden Samiti and Botany department. Security of college campus including academic and administrative buildings is done by college watchmen's and Third Party Security Agency who works under the supervision of college Administration. Annual stock checking of furniture, lab equipment, ICT facilities and all assets and reporting of repairs/loss in departments is mandated to be done by designated staff member as an academic year ending activity and the consolidated report is submitted to Administration by the head of department. Cleaning of the campus areas including the academic and administrative buildings is carried out daily in the morning by sweepers and a outsourced housekeeping team, who works under the supervision of administration.*