

Policy for utilization and maintenance of Physical, Academic and Support facilities

- Our college ensures optimal allocation and utilization of the available resources for maintenance and upkeep of different facilities.
- The policy for Maintenance and Utilization of Physical, Academic and Support facilities is prepared to provide instructions to students, staff and other stakeholders of the college regarding proper use and maintenance of infrastructural facilities including buildings, ground, premises, parking space, library, computer lab, equipments etc.
- The administration has implemented comprehensive systems and protocols for the maintenance of campus facilities, encompassing both academic and physical infrastructure. The upkeep, covering areas such as repairs, electrical systems, plumbing, CCTV cameras, water coolers, computers, and related accessories, is outsourced through an Annual Maintenance Contract (AMC). The associated expenditures are allocated from the designated budget sanctioned specifically for the college's operational requirements.
- The institution operates under a centralized purchasing and maintenance policy framework and system.
- A designated budget is allocated for the maintenance of all physical, academic, and supporting facilities within the college. The stock register is diligently managed by the respective committees. In the context of maintenance, the relevant sub-committee initiates necessary actions and submits requisitions through the Principal to the Central Purchase Committee. Any new purchases are carried out in accordance with the joint approval of both committees. Systems deemed non-repairable are appropriately stored and disposed of in due course.