

CAMPUS MAINTENANCE POLICY

The college works to maintain academic and physical infrastructure in order to maximise resource utilisation and minimise facility depreciation. To manage the physical facilities, the college has an Estate Officer. Systematic techniques for preserving academic infrastructure have been devised. Academic facilities are managed by the respective heads of several departments and the Librarian.

- In addition to the available maintenance team of the college, the college also has signed agreement for annual maintenance of Systems/UPS, Generator, RO Plant, Lab equipment, AC, ICT/Smart Classroom facility, Pest Control etc.
- Every day, laboratories are cleaned. Periodical maintenance of equipment is performed on a daily/weekly basis, while breakdown maintenance is performed in the event of a failure.
- All laboratories in all departments/divisions keep a Maintenance Register. Internal stock verification is performed annually by a committee appointed by the Principal, and action is made in response to the committee's recommendations.
- All the labs are painted and upkeeping of materials is done regularly. Necessary equipment is calibrated periodically.
- Classrooms are cleaned and maintained on daily basis. The ICT tools and Smart boards available in the classrooms are maintained properly.
- Estate officer takes care of civil maintenance, electrical maintenance and housekeeping of classrooms.
- The college library is divided into stacks for Science, Humanities, Engineering, and Management, as well as reference and competitive examinations. The books are labelled with a unique accession number and are organised in subject racks.
- To keep the sports facility in good condition, Physical Directors are in charge. All athletic facilities, such as play fields, courts, and tracks, are constantly maintained by skilled labourers and a marker.
- A Transport Manager oversees the transportation department. The Transport department is in charge of all the buses, automobiles, and van maintenance.
- Reverse Osmosis (RO) treated water is supplied to all the buildings and the maintenance of RO Plant is taken care of by the Estate Officer.

- The college's housekeeping team is in charge of sweeping around academic buildings, libraries, dorms, canteens, and cafeterias. The college maintains a huge number of trees and plants to keep the campus green.