

Maintenance of Physical Facilities.

There is a sanitary inspector who monitors the maintenance and cleanliness of the building, classrooms, different labs, college canteen, hostel building and college lawns. The college has appointed an overseer who has a team of plumber, carpenter and electricians. They look after the daily maintenance of the physical infrastructure of the college. Maintenance of equipment like generator, submersible tube-well, water storage tank and general lighting is done by technical experts. AMC of generator, commercial R.O. system is done every year.

Maintenance of ICT Facilities

Each computer lab has one dedicated staff member (SLA/JLA/Sr. LA) to look after the day to day affairs. They look after the minor problems and. The department also has a team of technicians who monitors the repair of computer systems, networking etc. of Computer Labs as well as of the whole campus. For UPS, the college outsources services under AMC contracts. ICT facilities which include the required software installation, antivirus ,up-gradation and the college website is maintained by the department of Computer Science

Maintenance of Science Laboratories

1. Laboratory in-charges take care of three labs. All the equipment, chemicals and glassware required by students is provided by them.. Manual for use of each equipment is available in labs. Continuous checking and maintenance of equipment is done after every semester. Purchase of the chemicals and glassware is done regularly as per the requirement. Annual maintenance of Museum Specimens, slides, smart boards is provided by the lab attendants. Time to time services and repair of microscope, Microtome Centrifuges , BOD incubators etc. is done by technicians and suppliers.

Maintenance of Sports Facilities

The college has an Athletic Council whose members are prof. Incharge of the different games .The sports equipment, grounds and different courts in college are supervised by the sports department. Gymnasium is maintained by the supporting staff of the Department of Physical Education. Ground level maintenance is done annually during vacation in addition to the seasonal maintenance done once in every three months. Grounds are maintained by state of the art water sprinkling system. Two diesel operated lawn mowers are used to cut the grass.

Maintenance of Library Resources

College Library provides various kinds of services like issuing books, web OPAC services, reference services, CAS/SDI service, book reservation services, photocopy facility, internet facility, E-resources facility and book bank facility for providing book loans to the students for whole session. For providing these services in an organised and systematic way, college has recruited library staff having 2 Librarians, one Junior assistant, one data entry operator, one clerk , three restorer and six peons.

Maintenance of Other Amenities

The campus is under surveillance and CCTV cameras are maintained by the service providers. Out-dated and worn out assets are replaced by the purchase committee as per norms or new items are procured. Annual stock checking of furniture, lab equipment, stationery, sports items is carried out by the designated faculty. The consolidated report is submitted to the higher authority at the end of the year