

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms

The Library Advisory Committee monitors the developments in the library and suggests new initiatives and purchases. The Librarian looks after the maintenance of the library books, journals, periodicals, furniture, electronic equipment, computers and software.

The laboratory attenders take care of the maintenance of lab and laboratory equipment placed in the lab. The stock verification of chemicals, glassware and laboratory equipment is carried out in the end of every academic year. The calibration of glass ware and equipment is also carried out regularly. The PD fund and grant from UGC are utilized to purchase chemicals and laboratory equipment.

A permanent teacher monitors procurement, maintenance, repair and replacement of ICT infrastructure like computers, LCD projector, internet, printers etc. A staff has been appointed in the college computer centre to take care of the computers and the accessories. The ground, courts, gymnasium and sports equipment are supervised and maintained by Head of the Department of Physical Education.