


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

The college has maintenance committee that ensures the maintenance of building, classrooms and laboratories. Adequate support staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staff room, seminar hall and Laboratories etc. are cleaned and maintained regularly by support staff assigned for each floor. Washrooms are well maintained. Dustbins are placed in every floor. The Green cover of the campus is well maintained by two full time gardeners. The campus maintenance is monitored through surveillance cameras. Every department maintains a stock register for the available equipment. Proper inspection is done and verification of stock takes place at the end of every year. Packing facility is well organized. Lab assistants under the supervision of HOD maintain the efficiency of the college accessories.

Laboratories, library and computers are upgraded as per the guidelines of syllabus issued by Guru Nanak Dev University, Amritsar. A central purchase committee invites the application for laboratory equipment upgradation, repair and maintenance. Library invites the book and journal requisitions from all the faculties for various subjects in the curriculum. A central Library committee is formed to address the various issues and smooth functioning. Number of computers on the campus is as the students ratio. Computers and Internet service is maintained IT club of the college. Cleanliness and hygiene are maintained in class rooms and all the places through housekeeping staff. Sports complex is open to all the students. Facilities are available for various sports and are maintained by Sports facility in charge. Various competitions and events are organized in this complex. Various seminars are held in the Seminar Hall throughout the year. Departmental Notice Boards are updated after every six months. Various achievements of the faculty and students are displayed in the Student centre where students spend their free lecture. Annual budget is allocated for the purchase, repair and maintenance and housekeeping facility. Budget is approved after scrutiny and approval of local management committee.


Principal
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