

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Our college is a constituent unit of Vinoba Bhave University. College prepare its budget for new as well as old facilities, repairs and maintenance and place it in university finance committee for its approval.

LABORATORY: The laboratory equipments, specimens, and other necessary chemicals are purchased by the office of the principal and purchase committee as per the requirements of the teaching departments of the college.

LIBRARY: For maintenances of library infra-structure and facilities the library committee and administration have been given the responsibility to purchase, procure books, manuscripts and other materials, as per the recommendations received from the departments of the colleges.

SPORTS: The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sports committee on demand by the PTI.

COMPUTERS: The office of the principal decides about purchasing necessary IT equipments as per recommendations received from the departments of the colleges and the administrative office of the college.

CLASSROOMS: The maintenance of classrooms is a regular exercise. The cleanliness of classrooms is ensured by a group of Grade -IV workers and sweepers. After the admission process in every semester it is ensured that all the classrooms have adequate desks, benches. The fans and electrical appliances are checked wherever requirements are found the purchase committee are apprised of the requirements. The purchase committee makes the purchases after approval from the Principal.