

## **Policies for Maintaining and Utilizing Academic and Support Facilities**

Academic and Support Facilities • Computer Lab: Computer lab is regularly maintained by the faculty-in-charge and assistants along with menial staff of the institute. Intensive care has been taken to maintain cleanliness in the labs. The list of equipments of all labs and Virtual Classrooms is maintained in the stock register. Timely servicing of the desired apparatus is done in order to enhance the life and capacity wherever is required. The services of a technician Mr. Santosh from Tirthpuri are sought for this purpose. •

Classrooms: A committee of two teachers is formed to look into the maintenance of the classrooms. Dr. Jadhav A.R. and Prof. Jogdand R.B. weekly make a survey of the classrooms and inspect the condition. In order to maintain the cleanliness, dustbins are kept outside the classrooms. For maintenance of the equipments of Virtual Classrooms, the services of external agencies are sought from time to time. • Department of Sports: Sports equipments are maintained by the director of sports department from time to time. • Department of Community

College and B.Voc: A separate committee is formed to look into the matters of maintenance of equipments of these two courses. This work has been assigned to Prof. Kamble R.R. and Dr. Jadhav P.V. • Library: The library committee monitors and maintains the library. The work of pest controlling of books is regularly

done to prevent vandalism of books and other learning resources from different types of insects. • Maintenance of Other Physical and Support Facilities: The services of a gardener are sought for the maintenance of trees, plants and lawn

in the campus of the institute. The maintenance of electricity is done regularly in order to ensure power supply without any interruption. For the safety and security at nights, two menial staff members along with a security guard are kept on duty at night. The services of sweepers and scavengers are

sought to maintain the available lavatories and urinals of the institute. Thus, there are optimum systems to utilize and maintain all sorts of facilities of the institution.