

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

- The college ensures regular maintenance of the existing infrastructure as well as equipment of the college. It also continuously tries to avail the latest equipment and infrastructural facilities. For this purpose, there is a provision in the budget and various committees in this respect dedicate for the up keep of various facilities.
- Day to day maintenance of classrooms and laboratories ensured by the support staff, is a key factor. In major cases it is done by some external agencies.
- A portion of budget is allocated for Physical Education Department for purchasing the sports equipment etc.
- For the latest edition, books etc. to be inducted in the library, a huge amount of budget is approved.
- A major portion of the budget is also provided for purchasing various furniture required in different classrooms and office rooms.
- Adequate numbers of computer with internet connection and utility software are also provided and maintained with AMC system.
- As a demand of the day, huge amount has been allotted this year's budget for construction and decoration of seminar halls to eas various types of conference and seminars to be conducted well.
- Enough ACs are to be purchased and installed in computer rooms, office rooms etc. And for that purpose, a huge budget has been allocated and spent.