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)

To impart the quality education, the college authority has created sufficient infrastructure necessary to facilitate effective teaching and learning processes. It is not only important to build new infrastructure it is also essential to maintain, renovate and augment and existing once.

Laboratory maintenance: the head of the department is the in charge of the laboratory, incase maintenance of equipment arises, the concerned laboratory in charge issues a maintenance request to the principal through head of the department. Based on the request the equipment's maintenance work is assigned to third party equipment experts. These experts carryout the repairs of equipment and all such records are maintained in the office.

Library Maintenance: Library having advisory committee which consist of chairman and senior members of faculty from Arts, Commerce, Science departments along with students representatives. The committee conducts meeting periodically and responds to the necessary upgradation. Library inch age initiates the requirement and maintenance of the library facilities, then library committee verify the requirements of books and journals prepares library budget, purchase committee calls for quotations and issue of purchase order for books, journals and other facilities for library.

Maintenance of Sports facilities: Physical director is in-charge for the utilization and maintenance of the institute sports facilities. Gymkhana Committee motivating the students to towards sports and cultural events. The gymkhana department provided with indoor and outdoor sports section with six station multi gym it is maintain with attendance record. Purchase committee purchase new sports equipment's.

Computers: the maintenance of computers, smart boards, CCTV, hardware and software of institute is carried out by third party experts through annual maintenance.

Maintenance of institute infrastructure: the general maintenance of the institute infrastructure is maintained by office superintendent under the guidance of college principal.