The college ensures optimal allocation and utilization of the available resources for maintenance of different facilities by holding regular meetings of various committees constituted for this purpose.

- <u>Laboratory</u>: Record of maintenance account is maintained by lab technicians and supervised by lab incharges of the concerned subject. Repairing and maintenance of sophisticated lab equipments are done by the technicians of related owner enterprises.
- <u>Library:</u> The requirement and cost of books is taken from the subject teachers and library incharge is involved in the process. The finalized list of required books is duly approved and signed by the Principal.
- With the help of the two full time sweepers cleanliness of classrooms is maintained.
- > Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms.
- > There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of classrooms and regulated infrastructure.
- Continuous feedback helps a lot in introducing new ideas regarding library enrichment.
- > To insure return of books, no dues from the library is mandatory for students before appearing to exam.
- ➤ The proper account of visitors (Students and Staff) on daily basis is maintained.
- ➤ Other issues such as return of books etc are resolved by the library incharge.
  - Sports Complex: Optimum utilization of the existing infrastructure for curricular, cocurricular & extra –Curricular activities. Timely actions are taken to develop physical &technical infrastructural facilities for effective implementation of curricular, co-curricular and extra-curricular activities. The college has a separate building and maintenance committee which looks after the infrastructural needs in the preview of academic growth of the college.
  - <u>Computers</u>: Funds are provided by the management to maintain computers in the Computer lab. Computer maintenance is done regularly and properly Non-repairable systems are disposed off.

<u>Classrooms</u>: The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipments in the classrooms.