

Maintenance of Infrastructure

‘A stitch in time saves nine’ is the motto of the management. The maintenance of the infrastructure is looked after by the management. The campus committee is constituted with Chairperson & Members their look after the various issues like security, cleanliness ,hygiene ,Greener & gardening etc .The land and buildings are provided by the AMS management initially. Since the college is the user, it is the responsibility of the college to take regular maintenance care, like attending to minor repairs, attending to the water and electricity supply connections, the building whitewash and proper upkeep, minor modifications inside to suit the lab requirements, any special improvements in the interiors and the like. However prior approval of the college Governing Body is to be obtained, stating the source of funding, following of proper procedures etc. U.G.C. grants are used wherever permissible. The various infrastructure facilities of the college are optimally used for different academic activities and by lending them for external agencies during holidays and outside working hours of the college.

Maintenance Procedure:

- A register is maintained in the office to record any complaints or requirements to repair.
- Technician visits the site and completes the maintenance as required.
- Head of the department signs the Job Completion Report.
- Bill is generated and processed through the concerned authorities and forwarded through Principal for final payment.
- All monthly maintenance bills are brought to the notice of the Principal.
- The college has Annual Maintenance Contracts for computer related repairs and maintenance.

Laboratories:

- Separate Laboratories are allotted for classes based on timetable.
- Standard Operational Procedures for handling various chemical, equipments and instruments are strictly followed.
- Stock register is maintained and updated regularly.

- Stock verification and inspection has been carried out by the Parallel heads at the end of the Academic Year.
- Old and outdated equipment, chemicals and instruments are discarded by following the standard procedures.

Library

The library is one of the strengths of the institution provided with the separate building

- The library is also provided LAN facility for the computers and they are loaded with the library software NEW GEN LIB .
- A register is provided at the entrance to write the details of the visitors
- The books issued to the teaching staff and students are maintained in separate registers regularly
- The details are enclosed for the year 2018-2019.

Sports

- A well Equipped multi gym and indoor Games like Chess, Carroms, Table-Tennis, etc facilities are provided .
- The college has basket ball court and open play ground for various games and sports .
- A sports room is maintained providing indoor games
- A stock register is maintained by the physical education department.

Computers

- Each department is provided with computer and net facility.
- The central computer laboratory connected to LAN is open for the students in the lab for practical's .

- All the computers, ICT Smart Class Rooms are maintained through a programmer annually.
- The college website is being maintained regularly by AMC

Class Rooms

- Classrooms are allotted as per the student strength.
- Each Lecturer is given responsibility for the maintenance of the class room.
- The committee is formed to look in to the infrastructure requirements.