**4.4.2 *There are established s y s t e m s a n d procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.***

**Response:**

The Management Committee foresees the requirements and needs of the college.

* The **Vice-Principals** take care of discipline, class room and campus maintenance.
* In order to use the Infrastructure optimally, the college functions in **two shifts**.
* The seminar halls, conference rooms, audio visual rooms, Indoor Stadium and Golden Jubilee Hall are optimally used.
* During weekends and holidays, the campus is utilized for campus drives, Central and State competitive examinations.

**Maintenance:**

* The **Office Managers** are in-charge of the maintenance of infrastructure.
* The **system engineers**, electricians and plumbers ensure the smooth and efficient maintenance of the college.
* All laboratories are maintained by the technical staff and lab assistants.
* The Sports ground is maintained by the Marker and the Support Staff.
* The Librarian and her staff maintain the library.
* The Wellness Center has designated staff.
* A full-time **Supervisor** and a team of support staff maintain the campus spic and span.

**The hostel** comprises 7 buildings that can accommodate around 1000 students. Each hostel building and its inmates is supervised by a warden and other supporting staff.

An inventory audit is conducted annually.

An **extension of Indian Bank**, Koodalnagar Branch, functions on campus.

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