

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)

The college has a number of committees and subcommittees for maintaining and utilising physical, academic and support facilities. Among the several committees, **Building Construction and Infrastructure committee** looks after the construction of new buildings and maintenance of the college campus. The college has been trying its best for optimum utilization of its land resource to provide and develop infrastructure and learning resources for the teaching- learning programme. The old horizontal buildings are in the process of demolition and new buildings have been constructed by utilising the grants received from various sources. All purchases made under grants from various agencies or from internal resources after receiving approvals from the **Purchase Committee**. Generally equipments are purchased from the list of firms recommended by the **Purchase Committee**. In some cases, both general and E-tenders published in the College notice board and website respectively are resorted to. Stock registers are maintained for all the procurements. To ensure accuracy of the financial statements, internal and external audits are done periodically. The college has been trying its best for optimum utilization of its land resource to provide and develop infrastructure and learning resources for the teaching- learning programme. Construction of new laboratories, classrooms is based on the requirements of the students and faculty members. In the case of construction of new laboratories or classrooms, Head of the Department of the respective department is also included in the Infrastructure committee.

The **library** provides one of the most important academic services to the college. The college has a well equipped library, centrally located with easy access and contributes to the intellectual growth of the students, teachers, research scholars and others. The library committee acquires the reading resources as per the requirements of the teachers, on recommendation of the Institutional Head.

The College provides several indoor and outdoor sports facilities to all its students. Due to constraint of land area of the college campus the college cannot afford full facility of games and sports to the students. Despite this constraint, the students of the college have been performing quite well in games and sports in various levels over the year. The College constitutes a **Sports committee** on ad hoc basis for the purpose of the smooth conduct of the sports activities. It provides facilities for sports such as Athletics, Cricket, Volleyball, Table- Tennis, Kabaddi etc. In spite of certain shortcomings, the college is striving hard to push forward our students in the field of games and sports.


Signature of the Principal

Principal
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Signature of the Coordinator

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