



Affiliated to Swami RamanandTeerthMarathwada University, Nanded

Run by Kai. Bapusaheb Ekambekar Sevabhavi Sanstha, Udgir.

Kai. Bapusaheb Patil Ekambekar Mahavidyalaya,
Near Sunder Garden Mangalkaryalaya, Shelhal Road, UdgirDist- Latur.

Principal- Dr. Kshirsagar O. M.

M. A. (Eng), Ph. D

Policy for Maintenance and Utilization of Physical, Academic and Support Service Facilities

Introduction:

The College is dedicated to providing an academic environment, and as a result, services and facilities are built to benefit all stakeholders. For the proper operation of various services and facilities, a maintenance and utilization policy is required.

Statement:

The policy ensures that the college's physical, academic, and support service facilities are used to their full potential in order to achieve excellence.

Aims of the Policy

1. To maximise the use of facilities and services for the benefit of all stakeholders.
2. To have physical, academic, and support facilities that are always available, uninterrupted, and running smoothly.
3. To prevent resource and service misuse and malfeasance.
4. To ensure that resources are upgraded, replaced, and repaired in a timely manner.

Mechanism for Implementation of the policy:

The following method is being created to handle facility and service maintenance, upgrades, repairs, and replacement. The process ensures that all stakeholders are involved.

Administrative office:

The administrative office is a first step toward fulfilling the policy statement's commitment. The administrative office, in consultation with the principle, is in charge of day-to-day maintenance. The head clerk of the office is in charge of all normal maintenance.

Maintenance committee:

The facilities and services are reviewed annually by a group led by a senior faculty member. The IQAC coordinator is invited to these meetings. Priorities are set and critical decisions for IQAC and CDC meetings are considered at these meetings. Maintenance expenses are used according to pre-determined procedures after gaining approvals from the IQAC and CDC committees.

College Development Committee:

The CDC keeps an eye on how well facilities and services are running. Minor maintenance, replacement, or construction expenses are promptly sanctioned if they are absolutely necessary.

General measures for optimum utilization

1. Departments & office staff takes care of facilities provided to them.
2. Instructions are displayed for the proper use of infrastructure facilities.
3. Fire extinguishers are placed at appropriate places and they are replaced periodically. The demos regarding its use are given to staff and students for its prompt use.
4. For library books and office, document preservation periodic paste control is carried out.

5. Electric fittings and wiring are periodically monitored by affiliating institute experts for replacements and repairing.
6. For drinking water supply the college has installed water purifiers and coolers which are maintained by the support staff.
7. The college decided that in the future college use only LED Bulb and Energy Saving Equipment's.
8. Benches, desks, tables, cupboards, and chairs etc. are fixed or replaced as needed.
9. The relevant service providers repair and maintain inverters, C.C.T.V.s, computer hardware, software, LCD projector, printers, and other equipments.




Principal
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Mahavidyalaya Udgir Dist. Latur