



Janata Shikshan Mandal's

Devchand College, Arjunnagar

NAAC Reaccredited 'A' Grade with CGPA 3.07

Affiliated to Shivaji University, Kolhapur

Via- Ninani. Tal- Kagal. Dist-Kolhanur. Pin-591237

INFRASTRUCTURE MAINTENANCE POLICY

The college is situated on 45 acres of land. The campus consists of eight buildings. It has adequate number of spacious class rooms, seminar halls with ICT facilities, laboratories and an interdisciplinary common research centre, Suvarn Library, hostels, indoor gymnasium, canteen, dining rooms, open air theatre and gardens. Policies and plans for academic and physical infrastructure development and maintenance are formulated well in advance. Management, College Development Committee and Principal play a pro-active role in decision making, budgeting, implementation and optimal utilization of infrastructure facilities. Infrastructure-related plans are reflected in the Perspective Plan of the college. The college follows the following procedures and policies for maintenance.

The budgetary provision for maintenance of physical facilities is made by the accounting section in consultation with the Principal at the beginning of the year under the head *Building and Other Repairs and Maintenance*. Heads of departments, librarian, Physical Education Director and cell conveners submit requirements to Accounts section. Then, the budget of the institution is prepared. The budget is placed before the Purchase Committee. Purchase Committee puts the budget proposal before the College Development Committee (CDC) which approves the same after discussion and verification. Procurements are made after obtaining quotations from vendors and placing orders on competitive terms.

Some of the class IV staff of college is skilled in carpentry, plumbing, computer repairs and electrification. Minor repairs are done by them. The maintenance work related to facilities

like furniture, replacement electric work, plumbing, RO water-facilities, water tank, etc. is done on daily basis through contract services. Major repairs and maintenance work are done through authorized vendors of the institution as and when necessary. Their bills are settled on verification and approval by the Heads concerned and the Principal.

Academic

- Attendants are allotted for each classroom and laboratory to maintain cleanliness.
- Vice-Principals and Heads of Departments regularly supervise classrooms and laboratories.
- Trained staff is assigned to laboratories. They check equipments/apparatus regularly and verify their working condition.
- Broken or damaged equipments are reported to the Principal through Heads and maintenance work is undertaken.
- Generator, computers, projectors, printers and other accessory electronic equipments are tested and repaired by experts as and when needed.

Suvarn Library

- Library Committee supervises the maintenance of library building and its resources. It holds meetings and prepares an action plan and maintenance work is allotted as per the need.
- Day to day maintenance of the library is assigned to the library staff.
- Well ventilated separate sections for books
- Proper chemical are used to protect from insects.
- Binding of old and selected reading materials is done by library staff and also by vendors.
- Hardware and soft wares of computers are checked regularly and maintained by computer technicians in college. Major repairs are done by vendors.
- Solid waste is managed through a regular vendor, Mahalaxmi e-Waste, Kolhapur.

Gymkhana

Adequate infrastructure facilities for various indoor and outdoor sports are available. Multi-purpose gymnasium; well-equipped weightlifting hall; gymkhana cabins; indoor game facilities (badminton court, table tennis, carom, chessmen set, Taekwondo and wrestling); outdoor games facilities (400 meter track with 06 lanes, playfields – cricket, football, hockey, handball,

volleyball courts, kabbadi, kho-kho, long & high jump, juvenile throw, shot put throw, basketball and athletics); a sports laboratory; infrastructure for Yoga and computers with internet facility.

- Attendants are allocated to maintain sports equipments and cleanliness of the gymkhana.
- Playgrounds are looked after by gymkhana staff.
- Damaged equipments are repaired or replaced on time.
- Director of Physical education supervises and monitors the maintenance related to sports facilities.

Hostels

Two well furnished hostels for boys and girls are available.

- A rector is appointed to look after both the hostels.
- Male and female attendants are allotted to maintain cleanliness and hygiene.
- Attendants take care of uninterrupted water and electricity supply to hostels.

A Campus Development Committee, consisting of two faculty and menial staff, is formed for maintenance and development of college campus. Cleanliness, discipline, parking facility and campus development programmes like tree plantation, plastic free campus is taken care of.

Overall maintenance of the institution is monitored by the Principal and Vice-Principals.


IQAC
Co-ordinator
Devchand College, Arjunnagar.


PRINCIPAL
DEVCHAND COLLEGE
Arjunnagar. Dist. Kolhapur