



**K.L.E Society's**  
G.I.Bagewadi Arts, Science and Commerce College, Nipani

## **INFRASTRUCTURE MAINTENANCE POLICY OF THE INSTITUTION**

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has adequate number of spacious class rooms, seminar halls with ICT facilities, Library, Hostels, Indoor Stadium, Swimming pool and other infrastructure. The college follows the procedures and policies for maintenance are:

### **Academic**

- Institute has assigned trained and dedicated staff for laboratories; the concerned staff member of the laboratory checks the equipments/ apparatus regularly and verifies its working condition and reports brokerage of equipments / apparatus if any.
- Attenders are allotted for each classroom to maintain cleanness of the classes.
- Heads of Departments regularly supervise the labs and classrooms.
- The optimum utilization of class rooms and seminar halls is ensured by coordinator of various streams.
- Broken or malfunctioning equipments/apparatus are repaired or replaced twice in a year.
- Two generator sets are maintained by a company with AMC agreement.
- Computers, Projectors, Printers, Speakers and other electronic equipments are tested and repaired by experts as and when needed.
- Electronic waste is exposed to Shiva Shakti Traders of Bengaluru as appointed by K.L.E Society.

**Library:** The College constitutes well maintained Library. It is having a Library Committee which monitors the maintenance of the library.

- Attenders are allotted to take care of cleanness of Library building.
- Separate sections are maintained for books of different streams.
- Chemical tablets and other chemicals are used to avoid damage of books by bugs and insects.
- Stretching, Pasting and Binding of books are done when book is damaged or torn.

**Hostel:** The College has provided well furnished 3 hostels buildings for residing students of the college. The girls are provided with 1 buildings and boys with 2 building.

- The hostel maintenance is carried out by the respective staff allotted to the hostel and supervision is made by the Warden of the respective hostel.
- Male and Female attenders are allotted to maintain the cleanness and hygiene of hostels.
- Attenders take care of uninterrupted Water, Electricity supply to hostel.

**Indoor Stadium and Swimming pool:** College has well equipped Indoor Stadium with Gym, Badminton-court, carom-boards, Table-tennis Boards and 25 meters of 8 lane standards Swimming pool.

- Attenders are allocated to maintain the sports equipments and the cleanness of the Indoor Stadium and Swimming pool.
- Damaged equipments are replaced and repaired on time.
- Regular chlorine contents of water are tested and water is purified regularly.
- Supervision is done by the Physical director and concerned officer of the respective departments.

Separate menial staff is allotted as Gardeners to take care of Garden and maintain garden Equipments. They also provide fertilizers to plants and take care of outflow of water from College Campus through various sources.

Under Swatch Bharat Abhiyan Staff, Students and Volunteers of various support services carry out Cleanness and maintain the college infrastructure.

The carpentry, plumbing and Electrician work is carried out by the concerned experts allotted by the Management / College for the academic year.

Overall maintenance of the institution is supervised by the Principal and Vice Principal of the college.