

**Procedures and policies for maintaining and utilizing physical,  
academic and support facilities - laboratory, library,  
sportscomplex, computers, classrooms etc.  
(Refer to College Prospectus 2019-20 for details)**

The institution has accommodated adequate number of classrooms and laboratories and other infrastructural facilities for academic activities. There are 38 classrooms, 11 laboratories to accommodate students and a central library consisting of variety of books and 80,000+ journals. There is a separate reading room for students and teachers each in the central library. The library is under Management Information System (MIS). There is a trend of growing number of enrolment in the regular courses under GU, and Vocational Courses, and the regular holding of seminars and workshops. The infrastructure is optimally utilized. The college is also proud to host a zone under GU. The routine committee ensures the optimum utilization of the classrooms, the IQAC sees to it that the co-curricular activities are properly planned so as to utilize the available resources. Besides, holding various Govt. examinations also ensures the optimal use of the available infrastructure. Sick room facility is also available for a sick student during examinations. A Tennis Court and a basket- ball field with modern infrastructure have been set up as a student support facility.

Regarding the construction purpose in a large scale as well as purchasing of the equipment, books and other raw materials, etc, the institution follows govt. guidelines and invites tender through uploading in the website and publishing in the newspaper. Following decentralisation policy and participative management, it has been finally decided. However, all these issues have been placed before the Governing Body for final nod. Consequently, the timely utilisation of financial disbursement is submitted to the govt against utilisation of each physical, academic and support facilities. As far as the maintenance and utilisation of all these facilities in a small scale are concerned, it is the purview of the Principal whooperates it in a local level and when the occasion demands.