

The Institute has internal committee for maintenance and repair of infrastructure, and external agency equipment and other support facilities. Institute management appoints staff for cleaning of campus, laboratories, library, sports complex, computers, classrooms and other Physical infrastructure. Each department has lab-in-charge who informs verbally or in writing to the concern in-charge for maintenance of electrical, civil and computer work. The Institute has following policies for maintaining facilities- The maintenance work is carried out by maintenance wing under departmental supervision.

Computer and support facility maintenance:

The computer and peripheral maintenance work is done by internal computer maintenance staff. AMC contract is given to external agency for the maintenance of all UPS within the Institute System administration team is available for maintenance of Internet connectivity, CCTV security system and network connectivity, The purchases of new computers, printer refilling, antivirus etc. is supervised by the procurement committee. Laboratory and other equipments like LCD projectors are maintained by technical supporting staff to some extent. In case of any repair & requirement, service is hired from outside agencies by calling quotations for the same. Computer center with dedicated 358 computers well connected in LAN to high speed internet for the students to access internet, Other Labs are used exclusively for conducting practical. All the computers in the institute are connected in LAN with high speed internet.

Electrical maintenance:

Each department is having one member to coordinate electrical maintenance work and give there requirement to the in-charge. The Institute is having 11KV substation, which is also maintained by maintenance department. Other laboratory equipments are maintained by technical supporting staff to some extent. In case of any repair & requirement, service is also hired from outside agencies.

Civil work maintenance:

The civil renovation work and maintenance work of entire Institute is supervised by Building & work Cell. Each department having one member in the cell to coordinate maintenance work and requirement. Building & work Cell team then fulfills the requirement of Institute time-to-time.

Library utilization and maintenance:

Librarian calls quotation from different vendor to purchase books/magazines/journals and submit to purchase committee for necessary action after principal approval. Faculty members and students can issue any books from the Central Library for specified period. Faculty members are allowed to keep book for one session whereas students are allow to keep fortwo weeks. Reading hall and Reference Section of the library is available for reading and reference purpose forthe students and the staff members.10 computers are available which are connected to high speed internet to access onlinematerial.

Utilization & maintenance Sports Complex, Classrooms etc.:

Sports In-charge officer is responsible to keep Sport accessories in working conditions. Sports in-charge takes care of the play ground, hire external labours, if required for the maintenance of ground. Purchase of sports material as per requirement after approval from principal. Play ground is used by our students for practicing various sport events and prepare them for university level, state level and national level competitions.