

Govt. V.Y.T. PG Autonomous College, Durg



Infrastructure Utilization and Maintenance Policy

Internal Quality Assurance Cell (IQAC)

Infrastructure Utilization and Maintenance Policy

Introduction:

Government V.Y.T. PG Autonomous College, Durg Campus is spread over 21.75 acres of land and has an extensive infrastructure to disseminate its teaching, learning and research programmes. Sufficient resources are allocated for regular upkeep of the infrastructure with effective mechanism to promote the optimum use of its infrastructure. To ensure the effective use of the infrastructure and its maintenance, the following provisions and responsibilities are documented and allocated through this policy.

1. Maintenance and Utilization of Physical facilities-

To meet the growing needs of the students, distinctive and specific plans to utilize the facilities are available for which regular maintenance and periodic replenishment of infrastructure is done by the Institute:

- The entire campus is under surveillance with 22 CCTV cameras with an overall viewing facility at the principal office.
- Separate parking zones are well maintained.
- A barrier is fixed at the main entrance with a guard.
- Fire extinguishers are fixed in the labs and in each passage of building including the Main Library for security purpose.
- The electricians of the college consistently maintain electrical wirings, switches and other electrical equipment.
- To save electricity, Solar Panels have been installed for solar energy.
- Regular cleaning of the campus, all the blocks including the toilets is done before the commencement of the classes.
- The RO water purifiers are well maintained. The plumber helps to maintain rain water harvesting system, water taps, leakage pipe lines etc. and cleaning of water tanks.
- Medical Investigation Room is facilitated for health issues and emergency requirement.
- The Department of Botany and Zoology looks after the Bio-Resource Complex.

2. Utilization and Maintenance of Classrooms and Labs

The College has a well maintained infrastructure to facilitate a teaching-learning environment:

- The optimum utilization of class rooms and all labs is ensured through the functioning of the college in two shifts-one from 7.30 to 2.30 and other from 10.30 to 5.30 PM.
- ICT enabled classrooms for teaching and learning, Smart Classrooms with Digital Boards etc. are available.
- Seminar Halls with ICT facilities, Conference Rooms and Auditoriums are Wi-Fi enabled.

- During weekends and holidays the campus is utilized to organize and conduct State Competitive exams and other professional exams of the VYAPAM.
- All the Science departments have research labs well equipped with necessary instruments. The Research scholars and PG students make best use of research laboratories.
- Annual maintenance facility is available for some sophisticated research equipment.
- The Central Instrumentation laboratory is equipped with high quality research instruments and is available for the faculty members, research scholars and PG students of Science departments.
- The teachers, students and scholars of other institutes are permitted to utilize the resources of the labs on payment of consultancy charges and some are permitted without charges.
- The Inclusive IT policy of the college is to support and facilitate all functions of the college providing Wi-Fi, database management and recovery techniques along with necessary software and are updated for better performance.
- The English Language Lab, the Commerce lab and the Sanskrit Lab are well equipped and are effectively utilized.
- The lab assistants and technicians periodically maintain the efficiency of the computers and related accessories in all the labs.
- The general cleaning work is done, supervised and monitored by the staff in-charge of Cleanness Committee.
- Need based repairing and services are periodically carried out.
- Proper inspection and verification of stock takes place at the end of year.

4.Utilization and Maintenance of the Library

The Central library of the college is fully automated and remains open for nine hours per day. It functions during the winter and summer vacations and students and other stakeholders can access library resources on all these days. The Library Committee ensures to maintain the maximum functioning and improvement of facilities provided by the library to different stakeholders-

- Online Public Access Catalogue (OPAC) facility is available.
- The OPAC module provides facilities to users to search books.
- The Central Library is computerized through SOUL SOFTWARE of INFLIBNET.
- RFID (Radio Frequency Identification) technology available.
- FIREWALL Security Software is installed for security of computers.
- Drillbit Plagiarism Detection software is available.
- Braille books are available for visually impaired students.
- Fire extinguishers are installed and well maintained.
- Regular assessment of IT facilities and for up-gradation and maintenance is done.
- The Librarian and his team look after the maintenance of the library. Annual stock of books, shelves, computers and other belongings are monitored and maintained in the library stock register.

- Pest control process is done periodically to protect the books from termites and fungi.
- Library verification of books takes place at the end of every session.
- Technical & Wi-Fi Committee resolve the network issue.
- A Reprography Section is available in the Library.

5. Infrastructure Supporting System for Physically Challenged Students

The institute has created many infrastructural support systems to meet the requirements of differently abled students such as-

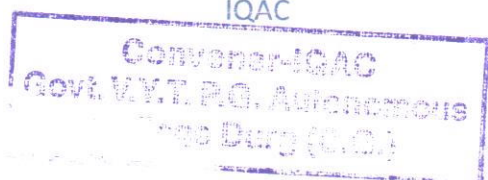
- Ramps are available in each block of the building and in the library.
- Wheel chair is available.
- Braille books are available for visually impaired students.
- Special furniture and ear phones are provided to hearing impaired.
- Toilets are available.
- Class IV employees are available for assistance.
- The seating arrangement is made in the ground floor during examinations.


6. Residential requirements of students

The college provides 03 hostels-

- i) *Azad Hostel* for Boys with 50 seats
- ii) *Subhash Chandra Bose* Boys Hostel with 100 seats
- iii) *Mini Mata* Girls Hostel with 50 seats.
- iv) Mess, recreation hall, TV, computers, sports ground and Wi-Fi facilities are available in all the hostels.
- v) The warden is appointed as per the State Government Rules in the hostels to maintain order and discipline in compliance with the code of conduct.


Co-ordinator
IQAC




Principal
Govt. V.Y.T. PG. Autonomous
College, Durg (C.G.)
Principal
Govt. V.Y.T. PG Autonomous College,
Durg