



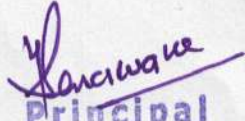
GSPM
B. Raghunath Arts, Commerce and Science College, Parbhani
NAACRE- Accredited Grade "B"
Internal Quality Assurance Cell

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

The Institution makes provision for its annual budget for the maintenance and upkeep of the infrastructure. The institution has proper systems and procedures for the maintenance upkeep and utilization of both physical facilities and academic support facilities. Annual maintenance contract signed for the maintenance of computer hardware, software and other equipments are repaired and maintained by the respective service providers. The budget for procurement of various education materials like books, science equipment's, office equipment, ICT material etc is prepared and all material are procured through purchase committee of Institution. All educational stationary materials, journals, prospectus are purchased from printing press. For utilizing physical, academic and support facilities

- a) Classrooms- The time table committee decides the appropriate allocation and usage of classrooms on the basis of number of programmes.
- b) Laboratory- The time table committee and HoD decide proper allocation and optimal usage of each laboratory. The laboratories are used for regular practical course conduction. For the purpose of fire safety fire extinguishers are installed
- c) Library- for the proper utilization of facilities the library divided into different sections like reference book stock, text book stock, new books arrival display section, magazine and journal sections. Ten computer systems are placed for uses of student's.
- d) Indoor Hall- All the indoor game sports facilities and gymnasium are used by students.




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e) The dead stock registers are maintained for equipments of laboratory, ICT tools and capital assets.

f) The annual maintenance contract for website and building insurance renewed regularly. The electrical maintenance is outsourced as and when required

The outdated and non- repairable materials are write off from the dead stock register and disposed with permission of college authorities.

Refrigerators in the science laboratories are used for storage of sensitive chemicals and cultures.

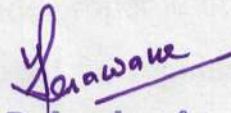
The college has installed four batteries, inverter and one generator with 50 KVA capacities through which electricity backup is given in all voltage stability in order to protect its sensitive ICT facilities. The maintenance of it's done through outsourcing whenever required.

One bore well and three plastic store tanks have been installed for storage of water and water coolers and purifiers have been installed on each floor of the college building.

g) Maintenance of laboratories are outsourced through external person.

h) The college maintains Dead stock Register regularly.




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