



VIKAS COLLEGE OF ENGINEERING & TECHNOLOGY

(Sponsored by SARASWATHI VIDYA PEETAM)
(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)
NUNNA - 521 212, Vijayawada Rural, Krishna Dt., A.P. India
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4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The institute has well defined system of maintenance of its academic, physical and support facilities like laboratory, library, sports, computers, class rooms etc. The maintenance committee headed by The Principal and convened Administrative officer who intern monitor the work of supervisor in next level. Maintenance supervisor and his team are involved in the maintenance of overall infrastructure facilities. This team looks after regular maintenance and repair of furniture, masonry, plaster, painting, plumbing, housekeeping, gardening, transport, RO plant, telecom and IT services.

Regular cleaning of class rooms, floor, laboratories, library and rest rooms are done by housekeeping staff.

Adequate staffs are employed to meticulously maintain cleanliness of infrastructure to provide a congenial learning environment.

- ◆ Dust bins are placed in every class room.
- ◆ The campus maintenance is monitored through surveillance Cameras The green cover of the campus is well maintained.
- ◆ The college has good team of electricians & plumbers who maintain RO system, electrical and water facilities in college and hostel.
- ◆ The college is power backup with generator.

Maintenance of Laboratory equipment

- ◆ Preventive maintenance and breakdown maintenance procedures are followed for all laboratories. The laboratory/workshop equipment and machinery are maintained by well-trained technical staff. Periodical checkup equipment is carried out as per laboratory schedule.
- ◆ The minor repair/service will be done by the technical staff with lab in-charges.
- ◆ The major service requests will be forwarded to Principal through Head of the department. The maintenance department, find for suitable service personal for rectification.
- ◆ Annually stock verification of all laboratories and other facilities are carried out. The computer laboratories are supported with power backup system UPS.
- ◆ A bi weekly status of hardware and software are maintained in register.

Library maintenance

- ◆ Entry and exit register is maintained to ensure effective utilization of library.
- ◆ The requirement of the books are collected by librarian from department as per the demand from students and faculty.
- ◆ The books are cleaned at periodical intervals to avoid infections and dust.



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Electrical maintenance

- ◆ The generator, lighting, electrical, air conditioners, solar panel, and RO system maintenance is carried out by in-house electricians.

Transport maintenance:

- ◆ The college has a fleet of buses which is provided to students and staff. Buses are regularly cleaned.
- ◆ Vehicles are periodically greased for smooth running.
- ◆ College has garage with experienced service men in premises for all minor servicing.