

#### 4.4.2

**Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)**

Requirement for maintenance & reporting of academic buildings, library, classrooms, electrical applications and other physical infrastructure of I.P. (P.G.) College Campus-2, Bulandshahr is firstly reported by the concerned committee to the principal of the college. In the next step quotation is made and finalized by the management committee.

While purchasing an equipment (like: Projector Photo copy machine printer etc). It is always ensured that the installation & maintenance charge (within warranty period) provided by the company, which delivers the equipment, such clause is inserted in the work order of the equipment.

Before starting the new academic session library committee with staff member's decision the requirement of new text & reference books for effective & efficient teaching learning process.

College provides the sports equipment like cricket-kit, Chess, T.T, a cemented cricket pitch is also made in the field.