

The overall college maintenance work is taken care by the regular appointed Class-IV staff. Wherever required, Class-III Technical Staff takes charge of the Maintenance work.

**Maintenance involves manifold activities –**

- The College campus has 24 hrs CCTV surveillance.
- The whole campus area is enclosed by a stone compound wall. Security guards are appointed for round the clock vigil of the campus. The college has appointed a care-taker of the vehicle parking area.
- For minor repairing of furniture, plumbing system and electrical appliances, the college has its skilled menial staff. For major repairs and rectification, outside technicians are hired on contract basis.
- The maintenance of computers is done by skilled menial staff. The maintenance of scientific equipment and computers is done by manufacturers or agencies under “Annual Maintenance Contract” and break down calls.
- Regular cleaning of classrooms, laboratories, floors, staircases and the ground is assigned to menial staff. The cleaning of sanitation blocks is already assigned to contractual service persons.
- The site of campus and entrance is made attractive by a well-designed garden plan. A special Committee for Campus Development assisted by students under “Earn while Learn” scheme take care of the garden.

Every member of the college considers the maintenance of college campus as an important part of his/her moral duty

### **Maintenance of Laboratories:**

Proper maintenance of equipment is important to avoid laboratory contamination, hazards and to take care of the safety of people working in it. Maintenance is generally one of the most expensive operating costs in the laboratory budget.

- College has different laboratories such as Chemistry, Physics, Botany, Mathematics, Computer Science, Geography with advanced instruments such as Ultra Violet (UV), HPLC instruments, Atomic Absorption Spectrometer digital Centrifuge, Laminar Airflow, Seed Germinator, Single stage Spin Coater, Hydrolic Press, Trinocular Microscopes, Microphotography Unit, Chemical Bath deposition system, Digital Hot Air Oven, GPS, Vernier Transit Thedolite, Portable Ozone Gas monitor, Sonicator. To keep the instruments in working condition, maintenance and servicing is done by Laboratory Assistants and Laboratory Attendants.
- Stock taking of equipments is done at the end of every academic year.

### **Computer Laboratories:**

The maintenance of computer laboratory is carried out in the following manner:

- Cleaning the computer lab regularly by the peons. Dusting is done by vacuum cleaner.
- Software installation is done as per the requirements of the departments. Machines are formatted and installed or updated with operating system, antivirus and other software timely by the teaching staff and lab assistant.
- The basic hardware repairing and maintenance is done by the staff and major repairing of computer machine is outsourced.
- The UPS battery backup system AMC (Annual Maintenance Charge) is given

to the Manufacture/supplier of the Unit.

**Maintenance for sports complex:**

- The running track and overall maintenance of the Gymnasium Complex is done by Class-IV staff allotted to the Gymnasium.
- In some cases minor repair work of indoor stadium done by technical staff of our college.
- Ground surface cleaning done regularly by peons and students of 'Earn While Learn' scheme from our college students.

**Maintenance of classrooms:**

- Classrooms are regularly cleaned by the Class-IV Staff of the College.

**Maintenance of library:**

- Library is cleaned daily using disinfectants and proper dusting is done.
- Use of appropriate chemicals is done to protect books from bookworms, silverfish, white ant, termites and cockroaches.
- For maintenance of library collection, closed access is used. Open access is practiced only for postgraduate, research student and teachers.
- Yearly binding of book is done. Minor maintenance of books like pasting of pages etc. is done in the library itself. For books in very bad condition, special cloth binding or leather binding is done by outsourcing.
- Library is under 24hrs CCTV Surveillance.
- Vridhhi Software AMC is done by Hindustan Computers, Malegaon.
- The RISO Photocopier Machine is maintained under AMC by Centurian Marketing, Ahmednagar.