



श्री शिवजी शिखरार एसटीएस महाविद्यालय

# Shivaji College, Hingoli

Kothlaj Road, Hingoli.- 431513 Phone No. 02456-222015

Affiliated to- Swami Ramanand Teerth Marathwada University,

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NAAC- Accredited with 'B' Grade



## Internal Quality Assurance Cell (IQAC)

### 4.4.2 Maintaining and utilizing physical, academic and support facilities

The college has established Annual Maintenance Committee for maintenance of physical, academic and support facilities. The Committee draws plans, policies and procedures for smooth working. It observes the applications/quotations from various technicians, plumbers, electricians and building contractors etc. and chalk out annual maintenance programme.

The procedures and policies maintaining and utilizing physical, academic and support facilities are as follows:

**Laboratories:** The College has 06 laboratories established in various Departments. HODs of the concern lab notify the maintenance requirement with particulars in demand note and takes approval from the Principal. After that, the Office In charge calls the service provider and solves the problem in stipulated time period. The laboratory and equipments are handled with care by the students under the guidance of the trained teachers in their respective practical sessions.


**Sports Facilities:** The College has Indoor, Outdoor games facility and Gym facility, The Director, Physical Education and Sports notify the maintenance requirement with particulars in demand note and takes approval from the Principal. After that, the Office In charge calls service provider and solve the problem in stipulated time period. The peon of the college maintains these facilities. The utilization of the sports facilities and equipments are available for the students during the College timings/ sessions. These facilities also used for training camps and various intercollegiate/interuniversity tournaments.

**For Classrooms:** Classrooms are maintained by the concern peons under the guidance of Discipline and Cleanliness Committee. All classrooms are cleaned every day in morning and evening sessions. The committee has full authority to do the needful. The classrooms are utilized by the teachers and the taught for learning purposes as per master time table .The classrooms also used for various student oriented programmes (Curricular and Extra Curricular Activities).

**For Libraries:** For maintaining the library resources and facilities, Library Advisory Committee works. For keeping resources away from any disaster Fire Extinguisher and Insurance Policy Cover are available. Library attendant keeps library resources clean from the dust. For maintaining the equipment and facilities, computers and other equipments are frequently checked / tested for any repairs and updates.

**For Administrative Block:** For maintaining the Administrative Block and facilities, Discipline and Cleanliness Committee works under the guidance of the Principal, President cabin, Principal cabin and office are cleaned every day in morning and evening sessions. The work is allotted to the concern peons. This work is monitored by the Head Clerk. The Administrative Block is utilized by the Management member, Principal and nonteaching staff for the administrative purposes.

**For Urinals and Toilets:** The institution has 6 Urinals and Toilets for use of all stakeholders of the institution. For maintaining the Urinals and Toilets facilities, Discipline and Cleanliness committee works under the guidance of Principal, all Urinals and Toilets are cleaned every day in morning session and for this work, the institution specially appointed sweepers and this work is monitored by the Head Clerk. Discipline and Cleanliness Committee and Head Clerk jointly observe the maintenance work and do the needful.

  
**IQAC Coordinator**  
Shivaji College, Hingoli  
Tq. Dist. Hingoli (MS)

  
**PRINCIPAL**  
Shivaji College, Hingoli.  
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