



## GOVT. MADAN LAL SHUKLA P. G. COLLEGE, SEEPAT DISTT. – BILASPUR( C. G.)

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

College has an adequate infrastructure which consists of 18 class rooms, 7 laboratories, 1 ICT Halls, 3 LCD equipped rooms, girls common room, principal chamber, staff room, office and library, Cycle stand, washrooms, water-coolers. Funds are generated for physical maintenance and utilization of infra structure by self financing, janbhagidari samiti, state government funds etc. College has an active monitoring system by 20 CCTV cameras. The maintenance and the cleaning of the classroom and the laboratories are done with the efforts of nonteaching staff. All departments are individually equipped with latest ICT infra structure desktops, that function under the guidance of respective heads of the departments. Electrical and plumbing related maintenance is done with the help of local skilled person. To meet requirement of Science department, all the science department were shifted to new main building so that quality and infra structure can be facilitated in better way. Around 25 computers are available for use of student faculty via a Network resource centre (NRC). This is overseen by a designated teacher a computer operator. A Librarian keeps check on upkeep of library, assisted by book lifter. The activities like library neat and clean and free without insects are done frequently by library staff. A sports officer overlook maintenance of sport ground and related games material. The college garden is well managed maintained by the gardener . The college administration formulates committees for physical maintenance and verification. Annual physical verification is taken up by such committees. College adopts manual and computerized system for recording and maintenance of records. College is moving closer to goals of e- office and e college for better utilization. The college proudly claims to be in cashless transaction zone.