The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students.

- **Laboratory**: Record of maintenance account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments.
The calibration, repairing and maintenance of sophisticated lab equipment's are done by the technicians of related departments.

- **Library:-**
1. The requirement and list of books is taken from the concerned departments and HOD's are involved in the process. The finalized list of required books is dulyapproved and signed by the Principal.
2. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment.
3. To ensure return of books, 'no dues' from the library is mandatory for students beforeappearing in exam.
4. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library committee.
5. Soul 3.0 software used in Library.

- **Sports: -** Regarding the maintenance of sports equipment the college sports in charge is deputed. They maintain the indoor\outdoor sports facility on a regular basis.

- **Computers: -**
1. Centralized computer laboratory established to enrich the students.
2. ERP software is used for maintaining faculty and students details regarding enrolments, fees etc.
3. Each Department has appropriate computer for their requirements. Which is maintained by the computer department of the college?
4. Internet facilities are available in all the offices, Labs, departments, library.

- **Classrooms:** -
1. The college has various committees for maintenance and upkeep of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other requirements as and when needed.
2. Administrative officers will take in charge for student's academic requirements.

- **Additionally:-**
➢ There is a lab instructor in every department, who maintains the stock register by physically verifying the items round the year.
➢ Department wise annual stock verification is done by concerned Head of theDepartment.
➢ Regular maintenance of Computer Laboratory.
➢ Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by the concerned Institute Employees.
➢ College campus maintenance is monitored through regular inspection.
➢ Repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband.

- ➢ Updating of software's is done by lab assistants.
- ➢ Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing.
- ➢ Regular maintenance of the water cooler and water purifier is done regularly.

The maintenance of the reading room and stock verification of library books is done regularly by library staff.