**4.4.2 *There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.***

Describe the institution’s policy with details of systems and procedures for maintaining and utilizing physical, academic and support facilities (within a maximum of 200 words).

The College has 6 computer laboratories, which cater to the needs of the students. There are 19 highly equipped laboratories, including Research laboratories allotted for Ph.D. programs. The College library uses SLIM Software and also subscribes to INFLIBNET N-LIST that facilitates access to e-resources. Tally Software is used in the admin office and RESO software is used in the examination department. The College has well equipped facilities including two playgrounds for various indoor and outdoor games and also for sports festivals. Adequate number of computers are available for academic and office use. All these machines are optimally utilized for academic, administrative and examination related work. The College has 56 classrooms spread over two buildings, of which 9 are ICT enabled. The institution has an auditorium with projection facility and sound system. There are two air conditioned conference rooms equipped with ICT facilities, 7.1 channel audio system. Each has a seating capacity of 80. Lift is available for physically challenged students. Generator backup facility is provided in the campus. Fire extinguishers are installed. Mandal has appointed dedicated man-power for regular upkeep and maintenance of the entire campus. The college routinely signs AMCs for the maintenance of software and equipment. All the physical, academic and support facilities are managed by the concerned departments along with the staff appointed by the Mandal.

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