4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• The College is responsible for the overall condition and upkeep of all infrastructure facilities on campus.

• The Administration provides outstanding support to the Principal in his efforts to keep the available infrastructure, facilities, and all equipment in excellent operating order.

• Sulabh's major responsibility is to keep the campus clean and to adhere to proper hygienic measures. It has been in force since November 2014, when Sulabh was appointed.

• A caretaker, who is employed by the College, is in-charge of the day-to-day upkeep of the campus building and grounds.

• College also employs the following individuals: an electrician and a plumber, whose services are called upon as and when required. Chowkidars, gatekeepers, and security guards are among those who operate the security system, which is contracted out.

• In addition to the medical room, the institution has installed a sanitary pad vending machine in the girls' common area for students to utilise.

• To keep the college's garden in good shape, a crew of highly skilled and efficient gardeners has been assembled. Several annual maintenance contracts (AMCs) and insurance policies are in place to safeguard the college's critical equipment and infrastructure.

• The Public Works Department is in-charge of overseeing all construction, maintenance, and repair activities on campus.

• A technical assistant (computers) oversees the day-to-day repair and upkeep of computer equipment.

• Because the campus is Wi-Fi enabled, students and faculty have access to computers and the internet as part of their education. Students are provided with a Wi-Fi authorised user ID and password, which allows them to access the internet through their devices while on college premises.

• The college has a total of 881 computers (including laptops) available exclusively for students, with the remaining 14 desktop computers earmarked for teachers.

• The college's EOC (Equal Opportunity Cell) is additionally equipped with 17 laptop computers (all of which are compatible with JAWS) and 10 desktop computers for specially-abled students and faculty.

• 10 desktop computers with Internet access, printing, and scanning capabilities are exclusively available to faculty members in the UGC Resource Center.

• The college library has a total of 21 computers and 5 printers that are wi-fi enabled. The OPAC system is located at the entrance of the library.

• The UGC Resource Center has 10 desktop computers with Internet access, printing, and scanning capabilities accessible only to faculty members. There are a total of 21 computers linked to the internet and 5 printers available at the college library. Library has an OPAC System at the entrance to facilitate quick access to resource material.

• Within the institution, there are 4 computer labs, each with its own CCTV camera and LAN connection. Each of the College's four computer labs is fully equipped with the latest servers, printers, desktop computers, laptops, LCD projectors, and scanners. College's Administrative Block (AB) is also fully and equipped with scanners, printers, and an internet connection.

• The College maintains a well-designed website to transmit timely information to the public to ensure transparency. The website is updated on a regular basis to keep students, faculty and all stake-holders abreast of the latest information.