



SREE AYYAPPA COLLEGE ERAMALLIKKARA

(NAAC B GRADE)

TRAVANCORE DEVASWOM BOARD

Maintenance Policy

Campus

Regular cleaning and maintenance is to be carried out so as to provide an effective learning environment to the students. Awareness on cleanliness and adequate training programs is to be provided to cleaning staff. Regular monitoring and maintenance of electrical and plumbing works is to be carried out by a certified technician. Major repair and maintenance work of the institution will be done by Travancore Devaswom Board. College council and IQAC are entrusted to monitor all such activities.

Policies for Utilization - Master timetable are designed in such a way that there is maximum utilization of infrastructure and classrooms. College is conducted in two sessions Laboratories.

Policies for Laboratories

Annual maintenance contracts will be given for costlier instruments. Stabilizers will be used for instruments. Regular servicing and maintenance will be carried out for all other the instruments. Periodic calibration of instruments will be done. Service engineers from manufacturing companies will be called for the repairs if available. Comparative statements are made from quotations taken from different agencies for the repair, and one who can give effective service will be given the work

Student's practical batches will be organised in morning, afternoon and evening sessions for the effective utilisation of lab resources.

Policies for Library Maintenance

Annual maintenance contracts will be given for the software used in the library. Proper ventilation is to be ensured to maintain a dry environment near bookshelves. Regular dusting and cleaning is done by using vacuum cleaners. Pest control is carried out so as to increase the life of valuable resources in the library. Furniture and fixtures are centrally repaired as per the requirement. Library will be automated. Special reading facility and Computers are provided for access to e- learning resources.

Library staff will conduct orientation and information literacy programs to educate patrons. New arrivals will be exhibited on board and screens.

Policies for Utilization

Library is kept open during long vacations for the benefit of the students. Qualified staff is appointed in the library to guide and help students. Separate computer will be provided to student for book search. Social platform will be used to notify about the current updates of library. Flip classroom will use to educate patrons online through tutorials and videos prepared.

Computers

Policies for Maintenance: Maintenance and support are carried out based on AMC . Regular up-gradation will be carried out for hardware and software. Experts and technicians visit as per need for maintenance of printers and copiers.

Policies for Utilization Available computers will be distributed in departments, office and library and for administrative work as per the requirement and work load. Computers are connected through LAN with high speed internet. Computers will be provided with updated antivirus.

Sports facility Policiesfor Maintenance Regular maintenance is to be carried out for gymnasium, sports equipment and sport material from experts in the field. Periodical maintenance of indoor/outdoor ground will be done. Good quality sports material will be issued to students as per the requirement.


Ladies Hostel. Periodic Maintenance of Electrical items and furniture will be done. Health check up for kitchen persons will be carried out. Adequate utensil will be purchased. Sanitation and Hygiene Measures will be ensured by periodic health audit.

Other Facilities

College Garden: Regular pruning of plants is done by support staff of the college.

Water resources: Proper sanitation of wells, water tanks, Cleaning, maintenance and replacement of resins of water filters will be done on a regular basis.

Cleaning of drainage pipelines is done regularly. Channels used to flow away rainwater are cleaned before the rainy season so as to avoid excess accumulation of rainwater in the campus


PRINCIPAL
Sree Ayyappa College (T.D.B)
Eramallikkara - 689 109
Thiruvandoor, Chengannur,
Alappuzha Dist, Kerala

