

## **Procedures and policies for maintaining and utilizing physical, academic and support facilities.**

The institute has Infrastructure Maintenance Committee and Purchase Committee to look after the maintenance and utilization of physical, academic and support facilities. The committees headed by the Convener, take care of all the maintenance regarding laboratory, library, canteen, classroom, NCC & NSS office and campus garden etc. The maintenance budgets are discussed in the College Development Committee (CDC) and Governing Council (GC) meeting and funds are sanctioned finally in the GC. New constructions of labs and classrooms budget were also sanctioned in the meeting.

All departments prepared the list of non working instruments and equipments and repaired by outside technician as per the requirements and it is monitored by the committees. Some faculty and non-teaching staff have been trained in the workshop on maintenance and repairing of instruments. This trained staffs look after the maintenance of important scientific instruments. Head of the Department (HOD) prepared the departmental budget and placed before CDC and get approved. While preparing budget HOD take into account the departmental requirements like instruments, equipments, glassware, chemicals, book, journals, computers, renovation of labs, departmental library etc. The budget is also placed before purchase committee to finalize the order.

Light bills, telephone bills, security guard salary, office expenses, travelling allowances, CCTV surveillance expenses are maintained from college budget. The institute receives financial help from Nanded Education Society, Nanded and some funds are received from non-grant courses fees. Every department maintains stock register and verification is done at the end of year.

The funds received from DST-FIST and CPE are utilized to purchase new instruments for up-gradation of labs, renovation of classrooms, ICT halls, up-gradation of library etc. The Central Instrumentation Lab facility enhanced by adding some new instruments and facilities provided to the researchers, PG students of our college and other institutes. Maintenance of Canteen, NCC, NSS office, sports office, running track, indoor hall are done by the college budget. NSS receives some fund from S.R.T.M.University, Nanded for different extracurricular activities and NSS camps.

The lush green garden, medicinal plant garden, fruit plant garden, botanical garden, fish tank, solar system, biogas plant, vermin-compost plant, RO Water

filter, Generator etc. are maintained time to time with the help of daily wedges labors and some non-teaching staff. Hygiene, cleanliness in the campus are maintained under the supervision of campus development committee.

Principal and Vice-Principal supervise all maintenance and college campus activities. Staff room and wash rooms are also well maintained. Eco-friendly Committee looks after the greenery garden, proper placement of dust-bin and environmental awareness among students.

Department of Computer Science faculties take care of the maintenance of computer, Wi-Fi, hardware, software etc.

For maintenance of workshops, seminars and conferences additional budget are allocated.



Principal  
Science College, Nanded

**PRINCIPAL**  
**Science College, Nanded**

