4.4.2-There are established system and procedures for maintaining and utilizing physical & academic support facilities-laboratories, library, sports. Complex, computers, classrooms etc.

Generally as far as practicable for a fully government owned institution, a constant effort is made to provide dedicated and secure space for equipment's and tools. There is an estate committee to develop new infrastructure and to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water, furniture, generators, toilets, power supply and gas is looked after by this committee.

During all the maintenance and up gradation work related to civil and electrical, a supervisor/architect is assigned by the college authority to verify the work done by the contractors.

All minor faults are attended and repaired by hired technicians, carpenters, masons, plumbers etc. either by departmental contingency or by the estate committee.

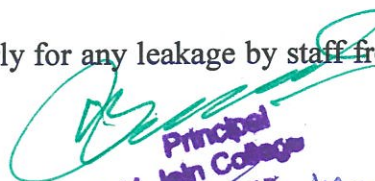### Physical and Academic Infrastructure

- The institution has adequate physical and academic facilities like, ICT Rooms/Seminar halls, Server room, well-furnished laboratories, classrooms and other support systems and equipment which may be needed for a good and smooth functioning of teaching learning in an institution.
- The co-curricular/extracurricular activities like NCC, NSS, Rovers-Rangers, career counselling, literary & cultural activities etc. are being run regularly.
- There is staff to look after and maintain the furniture and fixtures and other physical infrastructure. If there is any repair work needed, he brings into the notice of the authority. The repair work is done and verified by the college Estate committee.

Classrooms/Laboratories

- Cleanliness of the campus along with classrooms/seminars hall and laboratories is supervised regularly.
- Laboratories are checked regularly by laboratory staff and big problems are repaired and solved by able technicians from outside.
- Each laboratory maintains a stock register for keeping apparatus and other instruments used in the laboratories.
- Fire extinguishers are installed for fire-emergencies. They are regularly checked and refilled on the due dates.
- Gas connection pipe line is checked regularly for any leakage by staff from GCGS or by any able technician from outside.

Library

- The institution has one rich central Library and six departmental Libraries. The automation work of the library was started in 2013-14 by adopting SOUL 2.0 software of INFLIBNET for integrated library management. The Library had more than 85 thousand textbooks, reference books, journals, magazines, competitive books, encyclopaedias etc. in 2020-21.
- The Library has adequate infrastructure and technical staff for the smooth functioning of the library. Physical infrastructure of the library is maintained by the estate committee/library committee.
- N-list membership of INFLIBNET (UGC Resource network) has been renewed on a regular basis. Pest control is done in the library time to time for preserving books and

keeping safe from termites and silverfish. Torn Books are picked out and are given for repair and binding on an outsourcing basis.

Sports Facilities

- Sports committee takes initiatives for utilizing sports grounds and sports facilities by organizing sports events and different competitions.
- The College has big play grounds for games as, Basketball, Volley ball, Cricket, Athletics, Badminton, Table Tennis, Kabaddi etc. Maintenance of the sports grounds, other sports facilities, apparatus and purchase of sports items are recorded in stock register and care taken by sports committee. Major/minor constructional and repair works are done by college estate committee as per recommendation of sports committee.

IT/ICT infrastructure

- The College has computers, printers with necessary support systems LAN/Internet facilities.
- The College has Digital Teaching facilities for ICT Classroom/Seminar halls to enhance the qualitative and effective teaching-learning.
- Maintenance utilization and up gradation of IT/ICT infrastructure is looked after by the IT committee.
- Annual Maintenance Contracts (AMC) is taken for computers used in different departments, central library, offices and Central facilities like the LAN/WAN/internet/Wi-Fi etc. are renewed regularly to ensure good services.

Principal
J. V. Jain College
Saharanpur