

4.4.2: Procedures and policies for maintaining and utilizing physical, academic and support facilities:-

The Institution has developed a transparent and prompt mechanism for maintain and utilizing the physical academic and support facilities. As far as the infrastructure is concerned minor repairs and changes at carried out under the direction of the Principal and Major changes are subjected to the approval of the Local Management Committee of the Institution.

The computers in the institution are maintained by the service providers on call basis. The proposal for new purchasing are kept before the College Development Committee and before the Management Committee.

The Library of the college is having oldest and rich collection related to Legal Education and Information. Library is having the oldest law journals from 18th century. Hence, special care is taken to maintain the oldest journals and books. The library is spending more than Rs. 2 Lakh for purchasing of new text books, Journals and online legal database. The institution provides separate browsing center having 14 computers with good speed of internet for the users.

The Gymkhana committee holds regular meeting and looks after the buying and maintenance of the sports and other materials like sound system. The tender process is followed during purchasing of required material for the college. The college conducts the indoor and outdoor games every year.

The institution is having has well ventilated classrooms with all basic facilities with projectors for maintaining the effective teaching. Five of the classrooms are projector enabled.

Maximum Utilization Measure:

Our office staff keeps watch on facilities and services which are provided by the institute. Stakeholders are provided guidance in regard to availing of facilities. The institution displayed the necessary instruction for the proper use of facilities. The external electricians hired for conducting regular checkup to avoid the problems. Students are guided about the use of instruments and staff members keep vigilance about the proper utilization. The institute has installed the water purifier to provide potable water to the students and working staff.