

SANMATI ENGINEERING COLLEGE, WASHIM

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities -
laboratory, library, sports complex, computers, classrooms etc.

• **Laboratory :-**

1. The laboratory equipment's are serviced and maintained by the equipment suppliers on annual maintenance contract basis.
2. There are also on call servicemen who attend the various requirements. Inspections of the instruments/equipment are carried out on regular basis.
3. Faculty in-charge of Lab and a laboratory assistant looks after the maintenance of respective laboratory.

• **Library :-**

1. Faculty members of departments can borrow books from the Central Library, and students in their free time can make use of the books available in the Central Library.
2. All the books are accessioned accordingly by the serial number of accession number and classified subject wise and shelved in the rack according to call numbers regularly.

• **Building :-**

1. For maintenance of the building and related facilities, number of committees work under the Administrative Office.

• **Computers :-**

1. Internet: Internet related matter is maintained by a team of Technical assistants under the supervision of Head of Computer Science Department. They maintain the daily band width, usage, band width allocation, sharing etc.
2. All sensitive equipment's like computers/lab equipment are supplied power through online UPS and therefore, all this equipment are taken care of against voltage fluctuations etc. Power back up facilities provided through 63 KV diesel generators.

• **Classroom :-**

1. Seminar hall of the college is maintained by departmental attendant, Technical Assistant at regular intervals.

2. Well-furnished class rooms are cleaned by peon every day.

- **Canteen :-**

1. Canteen is located in the campus and is maintained by an external agency.