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

Stock checking of books, furniture, laboratory things, sports goods and union articles are carried out at the end of every academic year. Staff, Students, equipments and buildings are covered under insurance.

Computers: All computers with internet connection have original K7 security feature. Proper replacement of computers after their life cycle is carried out. Due to Microsoft Campus agreement there is no piracy issues.

Infrastructure: Oil servicing for generator is done once in every six months. In Mineral water plant, membranes are replaced every 4 years. In campus and class rooms, hoardings and stickers are pasted to stress about the cleanliness and water usage.

Classrooms: Classrooms are well furnished, ventilated and cleaned periodically. Students are sensitized regarding cleanliness and motivated for energy conservation by sustainable use of electricity in classrooms.

Laboratories: Labs are well equipped with equipments, uninterrupted power supply with proper earth connections. Safety measures are strictly followed in the labs. Fire alarms and fire extinguishers are installed in the campus to ensure safety. In chemistry lab, exhaust fans and fume hoods are used to avoid suffocation. Acids and other hazardous chemicals are stored separately. Complete system cleaning is done with Blower once in each semester. Complete Air filter check is done for AC once in every three months. Water level is checked in the UPS Battery once in each semester.

Sports Complex: Air conditioned Gym room is available to the players at free of cost. Well -spaced air conditioned indoor sports training facility centre with adequate facilities is properly maintained. The sports articles are auctioned every year at low cost to the students. Gym and indoor sports facilities can be used by the staff and students with minimal charge. Fire safety measures are taken.

Information Resource Centre (IRC): IRC is a spacious, air-conditioned two-storied building that is fully automated. IRC users are allowed to borrow the resources as follows: UG Students- 3 books, PG-Students- 5 Books, M.Phil. Scholars- 8 Books. If any user loses or damages the library resources, the user should report to the library within a stipulated time and replace the resource at their own cost within 15 days. Otherwise, the library would initiate the purchase and the user would be charged with double the cost of the resource. The library users can reserve the books online through OPAC. Books can be renewed twice if there is no reservation against the particular item. Users can renew the books by email as well. The IRC has a huge collection of e-books, e-dissertations, e-question papers etc. It is connected with our intuitional LAN and users can access these resources within our campus. "Best User Award" is given to students every year to encourage their reading habit. Stock checking of books are done easily using barcode scanning.

Science Instrumentation Centre (SIC): Equipment that needs to be maintained in air conditioned rooms and other costly equipments for research purpose are separately maintained in the SIC. The SIC is managed by an experienced Lab Technician who is well versed in operating all the equipments.