



## INSTITUTIONAL STRATEGIES FOR MOBILIZATION OF FUNDS & OPTIMAL UTILIZATION OF RESOURCES

### POLICY STATEMENT

The management and the administration of the college will ensure optimal allocation and utilization of available resources in the college. The college will look into the maintenance and procurement of different facilities, in consultation with the College Council and IQAC, after deliberations and discussions.

**College Infrastructure :** The infrastructure is maintained under the supervision of the Principal and staff employed for the purpose.

**Laboratory:** The Log Books, Stock registers and instruments of the laboratories are maintained by the lab technicians appointed by the college and supervised by the HOD's of the concerned departments. Routine maintenance and repairs are done by the authorized technicians of the companies. Labs are equipped by fire extinguishers to avoid any accidents.

**Library:** Every year the required list of books is taken from the HOD's of the concerned departments and thereafter the finalized list of the books is approved by the Principal of the college. Students are encouraged to register themselves in library to use N-LIST software, ensuring accessibility to the e-books and e-content related to their stream. Return of books and "No dues" certification from the library is mandatory to receive the Transfer Certificate, as the time of course completion. The record of daily visitors is also maintained by library assistant. Library committee is formed for having smooth maintenance.

**Sports:** The maintenance of sports ground and equipment, is taken care by the Faculty of physical education. Expansive ground for playing outdoor and indoor games is made available in college campus.

**Computers:** Computers are provided in all the departments to carry the departmental work and laboratories are provided wherever, the curriculum requires computers for practical experiential learning. College has taken care for the proper maintenance of computers by time to time installation of required software and antivirus. Computers in college office are installed



  
DR (S.R.) JASEENA JOSEPH  
Principal