



VARDHAMAN COLLEGE OF ENGINEERING, HYDERABAD

(Autonomous Institute affiliated JNTUH)

Procedures and policies for maintaining and utilizing physical, academic and support facilities

The institute has well defined policy for maintenance and utilization of all its physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Responsibility: The college has maintenance committee that looks after the maintenance of infrastructure like instructional rooms, administrative, amenities and circulation area. Adequate in-house staff is employed to meticulously maintain hygiene and cleanliness on the campus so as to provide a congenial learning environment. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Administrative office. The requirements are collectively processed in every semester break so as to keep things ready for the new semester.

Laboratories: All the laboratories are well equipped and maintained to conduct laboratory courses as per the norms of AICTE and JNTUH. Minimum 15% to 20% of unutilized lab slots are allotted for regular maintenance of laboratories. Well-trained technical staffs maintain the equipment and machineries in the laboratory/workshop. All laboratories are with power backup facility (UPS) and also power generators.


Classrooms: The Classrooms, Seminar halls and Laboratories, department office, staff rooms, admin office are cleaned and maintained regularly by sweepers assigned for each floor. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by full time gardeners.

IT Infra - Computers: Lab assistants under the supervision of the System Administrator maintain the efficiency of the college IT Infra like computers and other accessories. The college has trained in-house electricians and plumbers to maintain UPS backup, Generator, Air Conditioners, CCTV cameras and Water Purifiers.

Library: The Library headed by the Librarian with supporting staff looks into the smooth and efficient functioning of the Library. He also tackles issues relating to library facilities. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. The proper account of visitors (students and staff) on daily basis is maintained.

Sports complex: Regular maintenance of the college indoor Badminton, Volley Ball court, TT Courts and Gym are done under the supervision of physical director available.

Estate officer and his team are involved in the maintenance of infrastructure facilities. This team looks after the regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and housekeeping. The Estate office workers look after the maintenance of rest rooms, approach roads and neatness of the entire premises. Housekeeping services are regularly executed and monitored.


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VARDHAMAN COLLEGE OF ENGINEERING
Shamshabad, Hyderabad.