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

- 1. All facilities are under the charge of some staff member.
- 2. The incharge is responsible for maintenance of the facility.
- 3.All codal formalities are done before expending any money.
- 4. Proper planning is done at the beginning of the session for optimal utilization of the physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.
- 5. College Advisory Committee meets regularly under the chairmanship of the Principal for chalking out the plan and reviewing the progress from time to time.