The college has appropriate systems and procedures for maintaining and utilising physical, academic and support facilities.

Maintenance of Network Infrastructure & IT Support:

Maintenance of networks infrastructure & other IT related equipment is taken care of by the System Admin officer and his team.

Routine computer maintenance, software installations, networking issues, other IT support, LCD projectors and CCTV cameras maintenance etc are handled by the System support staff under system admin.



SURVEILLANCE CAMERAS

General record keeping & audits of all the equipment in the laboratory is done at department level. Stock registers and log books are maintained.

Entries relating to the repairs and maintenance of these equipment are entered in this register. Students & faculty can register their complaint/request related to lab equipment in the laboratory which are attended on priority basis.

Respective heads of the departments also monitor the effective utilisation of the laboratories.

Every department maintains a stock register for the available equipment. Proper inspection is done and verification of stock takes place at the end of every year



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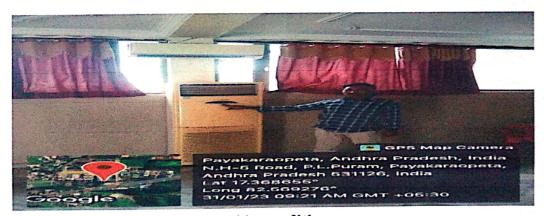
Maintenance of Buildings and Infrastructure:

Maintenance of buildings and related areas are undertaken by the Admin department. Maintenance staff consists of Electricians, Carpenters, Plumbers and other service personnel. The Admin office and his team are involved in the monitoring & maintenance of infrastructure facilities.



ELECTRICIAN ON WORK

The preview includes maintenance of Generator, Air Conditioners, CCTV cameras and Water Purifiers ,the college has trained in - house electricians and plumbers.



Air conditioners

This team looks after the regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and housekeeping. Pest control of library books and records is done every year by the

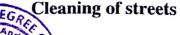
maintenance department.



Masonry works

Adequate in - house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment.









Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by Non - teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed on every floor.

Physical resources like Class rooms, labs, seminar halls, auditorium, hostels etc come under daily maintenance.



The Admin department takes rounds of all the class rooms and auditorium every day.

In case of requirement for maintenance such as lights, fans, benches, etc., will be attended by maintenance staff.

The maintenance of equipment used for watering the plants, sewage, bore-well & gardening is done on a regular basis. The campus is equipped with 24/7 safe and adequate drinking water supply.







Watering the garden

Fire extinguishers are installed in various blocks and the campus is under CCTV surveillance.

The other emergency maintenance like replacing bulbs/tube lights, repairing of water taps, cleaning of blocked drains, etc. are taken care of by the multi-tasking staff.

Library Maintenance:

The library is fully digitised and is open even after class hours. It has computer terminals with internet facilities and large reading spaces. A regular update on new additions is provided by the library. The librarian is in charge of handling all the maintenance works required in the library through maintenance staff. He takes care of utilisation of books, computers and other learning materials in the library. The support staff regularly monitors the library to ensure and maintain all text books, reference books, articles, competitive examination books, magazines, journals, e-magazines, e-books and e-journals. Regular swabbing of the library sections, regular cleaning of the racks, up keeping the quality of the books with needed binding are in place

Sports and Games:

The Sports officer takes responsibility for all repairs pertaining to sports equipment and courts. He has to maintain courts properly on a daily basis with the help of the maintenance staff. He maintains sports facilities through regular monitoring of the equipment for indoor games and outdoor sports. The institution



has a well maintained infrastructure for sports like cricket, basketball, volleyball, badminton, football etc.

Electrical Facilities:

Electricians are available round the clock to address power breakdown. The Admin department monitors the services of electricians. They perform regular checks in classrooms and in the campus to ensure that all electrical fittings are in excellent condition.

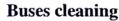


Electrical power station

Transport:

The college operates a fleet of buses to transport students and staff from nearby towns and villages to college and back. These buses are cleaned daily by the cleaners.







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