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

There are some Policies and procedures for the maintenance and utilization of the support facilities. The repair and maintenance are done as and when required.

M.L. and G.E. society has appointed a (an estate manager) person to take care of maintenance and up keeping of the infrastructure. College development committee takes decision about infrastructure and other academic and physical facilities required. Every year special budgetary provisions are made for the maintenance of the infrastructure.

A lease agreement has been made to make optimum use of the Badminton court and Auditorium when it is not engaged in college activities; it can be rent out to raise funds.

For the optimum use of buildings and the fund raising, college rent out the buildings for the conducting of various examinations such as MPSC, UPSC, Banking examinations, etc.

The institution has 3 LCD projectors, two are fixed and one is not fixed which can be moved and use wherever required.

Laboratory: The concern students can use the laboratories. The students other than computer subject can use the lab, with the prior permission of the faculty.

Library services are available for all the admitted students in the college. Students can avail the required books for them from the library. Students should enter the library with ID cards and they should not disturb other users.

Sports facilities: Students can register their names for participation in sports after checking their physical fitness with the help of some activities, stamina of the students and other things related to the health.