


4.4.2: There are established systems and procedures for maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex, computers, classrooms etc.

The institute maintains all of its facilities, including its physical buildings, laboratories, libraries, sports complex, computers, and classrooms, on a regular basis by adhering to well-organized SOP-driven maintenance standards. Furthermore, prompt resolution of problems with the infrastructure and other physical facilities guarantees optimum resource use and increases facility availability.

- Plumbing, electricity, building and infrastructure, gardens, and housekeeping all fall under the category of physical facility maintenance. The institute's administrative officer keeps an eye on the upkeep of these amenities.
- The institute's system administrator oversees the upkeep of the computers that are accessible for use in the building as part of IT maintenance.
- The lab teacher records periodic reports on the need for repairs and maintenance of laboratory equipment in the breakdown/maintenance register and the laboratory stock books.



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Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225, D.K

Below table details out established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Sl. No.	Physical/ Academic/ Support facilities	Particulars	Document Link
2	Infrastructure	Infrastructure Maintenance (SOP)	View Document
		Infrastructure Maintenance	View Document
3	Shobhavana Medicinal Plant Garden		View Document
4	Laboratory	Laboratory Maintenance	View Document
5	Library	Library Policy	View Document
		Library Maintenance	View Document
6	Sports/Games complex	SOP	View Document
		Grounds man Appointment Order	View Document
		Sports maintenance	View Document
7	Transport facility	Transportation facility Maintenance	View Document
8	Hostel	Hostel Maintenance	View Document
9	IT	IT SOP	View Document
		Computers Utilization	View Document
		Maintenance	View Document
10	Fabrication unit	Fabrication laboratory	View Document