- 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.
- 1. PHYSICAL FACILITIES- Regular cleaning and maintenance of the classrooms is outsourced to external agencies by the University, on tender bases. Corridors in the departments and its five meter surroundings the premises are cleaned by employees of the same agency/ agencies. Regular monitoring and maintenance of electrical connections and fixtures, including repairs/replacements are done by the building department of the University. There is an Annual Maintenance (AMC) for the maintenance of the computers in different laboratories and offices in the college. This AMC arrangement is done by floating the tender and selecting the lowest quotation submitted by the different agencies, after ensuring that they meet-the required specifications.

#### 2. ACADEMIC FACILITIES-

- 1. LABORATORY- Annual maintenance of the instruments is done by the Laboratory Assistants. Stabilizers are used for instruments to regulate electricity fluctuation. Regular servicing and maintenance is carried out for the instruments. Periodical calibration of the instruments like balances, micro-pippets, volumetric instruments and cathode ray oscilloscopes is done. Service engineers from manufacturing and servicing companies are called for the repair work and regular maintenance. Whenever required, official procedures are maintained for the repair by calling three quotations from different firms, and based on the comparative statement, an order will be issued to the person (service engineer or-firm) who can give reasonable price and the best service.
- 2. LIBRARY- Maintenance of the library and it resources is done by the library staff. Annual maintenance of the books is done by fumigation in order to avoid insects and fungus. Dry environment is created near the book shelves through electric heaters during rainy season. Regular dusting and cleaning are done by using vacuum cleaners. Pest control is carried out so as to increase the life of valuable resources present in–the library. The furniture and fixtures are repaired and maintained regularly by the experts. Library is computerized for issue and return of books in order to save time. Regular book exhibitions are conducted by inviting various distributors to exhibit their products and catalogues in the library so that the staff members can visit these exhibitions, thereby enabling them to recommended specific books for purchase (for the library). Open Access is given to students and staff members to

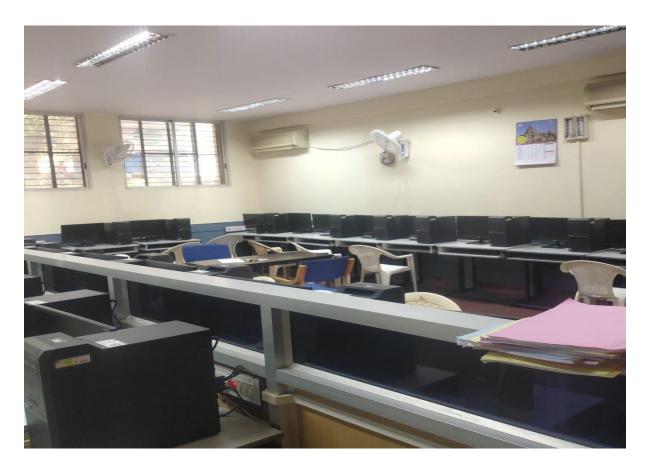
the reference section of the library, so that they can comfortably refer standard books, encyclopedias and other reference materials present there-and to have effective referencing experience as well as to explore of new books related to their subjects. Special reading room facility and the computers are provided for access to e-content. Access code and the passwords are provided to teachers and the students to access the e-content developed by INFLIBNET, Ahmedabad. Four computers with Braile facility are made available to students with visible disability. Library is kept open from 8 AM up to 8 PM. Ramp facility is provided to the students with physical disability. Social platform is used to notify the users about the current updates in the library. A newly constructed building for 24 × 7 access to the students is made in the campus in a recently constructed facility which has come up next to the main library building, which is on the side of a main road and is easily accessible to students.

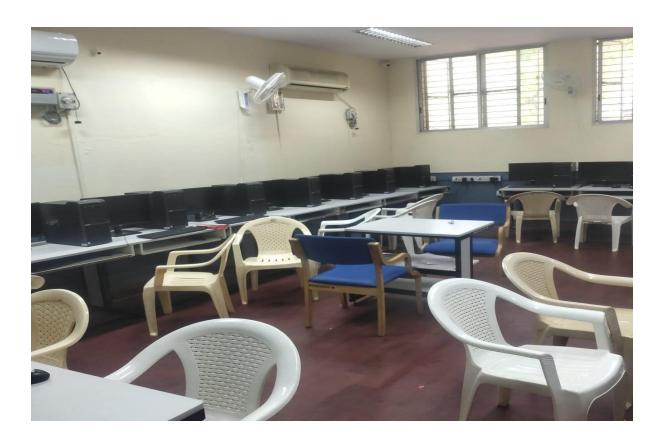
- **3. SPORTS COMPLEX** College has a sports complex named as STUDENT'S HOME where gymnasium(gym) is functional, with advanced equipment. All the equipment—in the gym are are regularly serviced by the experts. Students and the staff have access to the gym facility. Indoor stadium (Badminton hall), and table tennis court with wooden flooring are other facilities which are provided for both students and the staffmembers. The College has two outdoor grounds, one for cricket and the other for football; these grounds are also utilized for other outdoorsports events. College gymkhana has many departments to facilitate the student's extracurricular activities. The Physical Director of the College is the custodian of all these sports facilities in the college, and he takes care of the maintenance of all these facilities.
- 4. **COMPUTERS-** Maintenance and support are carried out by service personnel of a selected firm, engaged by AMC agreement made by the University. Regular upgradation of the software is done.
- **5. CLASSROOMS** All the classrooms and the infrastructure therein are maintained by the secretarial staff and personnel of the external agency appointed by the University for this purpose, and the selection of the agency is based on the tender procedure.

Principal, College Carnafak Science College

# Computer Laboratory, BCA Department







# Chemistry Laboratory

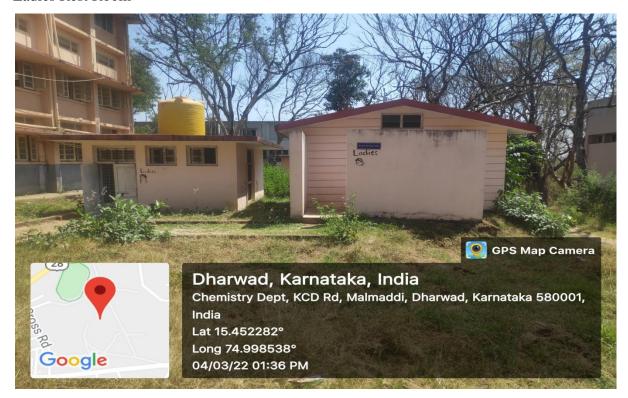




Geography Lecture Hall

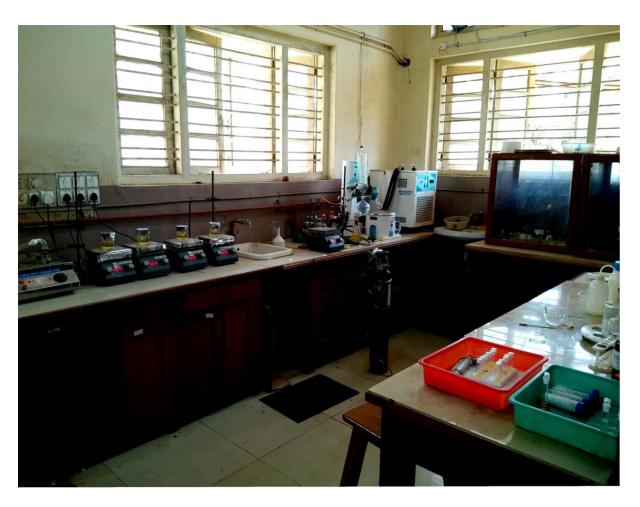


### Ladies Rest Room



 $In strumentatio Room-Chemistry\ Department$ 







## PCR-Instrument

