



PROCEDURES & POLICIES FOR MAINTAINING AND UTILIZING ACADEMIC & SUPPORT FACILITIES

All stakeholders have an equal opportunity to access and use the college's physical, academic, and support facilities, such as the auditorium, laboratory, library, sports facilities, computers, and classrooms, in accordance with the institution's regulations and procedures.

Maintenance:

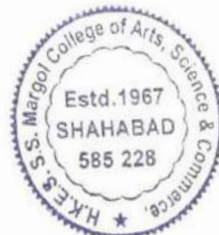
The classrooms and all other physical spaces are regularly maintained and cleaned by housekeeping workers. The concerned stakeholder informs the concerned head or the Principal of the need for equipment or facility repairs, maintenance, or troubleshooting. The request is then carried out by the office superintendent after being granted. The Principal asks the Administrative Officer of H.K.E. Society, Kalaburagi management's approval when the cost of the repair exceeds Rupees 5,000/-. To maintain the upkeep and cleanliness of classrooms and related physical amenities. Lastly the Principal will assign the work to concern official for its implementation.


Utilization of Extraordinary Infrastructure:

The Principal receives requests and proposals for the use of specific physical facilities such as seminar halls, auditoriums, and conference halls via pre-event registration information by letter or telephone message, which the office checks and sends to the Principal for approval and allotment.

Library:

The Principal receives a list of new books that have been requested by the department head after consulting with the faculty in that department. Following approval, the list is sent to the librarian, who then sends it on to the purchase committee. There are four sections in the library: general, scientific, artistic, and commercial. There is a distinct




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Reference Section in the library. On working days, the Library's various divisions will be open from 10:00 am to 5:00 pm. In the hours leading up to exams, the time is extended till 8:00 pm. The Library's rules and regulations govern how the library and its facilities may be used.

ICT Facilities:

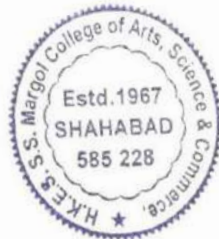
The management has appointed technically qualified professionals to maintain the ICT smart classrooms and all those computer-related equipment.


Laboratory:

The individual Departments and their Heads are directly responsible for the upkeep of the laboratories in the Departments of Physics, Chemistry, Botany, Zoology, Computer Science. The lab attendant is in charge of doing routine facility maintenance. The use of them is governed by rules that are posted at the laboratories' entry.

Sports Complex:

The college offers a 5-acre playground with 400-meter runs, an indoor hall, cricket and basketball courts, and a health club/physical fitness facility. The Society has selected coaches for the appropriate events. Under the direction of the physical education director and the association of physical education instructors and coaches, frequent usage and training of the sporting facilities takes place in the sports complex.




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