

**PROCEDURES AND POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL,
ACADEMIC AND SUPPORT FACILITIES - LABORATORY, LIBRARY, SPORTS
COMPLEX, COMPUTERS, CLASSROOMS ETC.**

1. There are Library Orientation Classes (LOC) for Higher Secondary students and B.A 1st semester students to acquaint the students with the different facilities available in the library and how they can use them.
2. There is a Computer Learning Programs (CLP), a certificate course of 3 months duration for interested students.
3. The College Indoor Stadium is utilized for conducting various games and sports activities and also in imparting training to students and other sports enthusiasts.
4. CCTV installed in all the important rooms and in the campus with periodical maintenance.
5. Three Water Purifiers installed in the college campus for the benefit of the students and teaching faculty which are maintained regularly.
6. Air conditioners and inverters have been installed in the office and computer laboratory for the benefit of the students.