



4.5.2 THERE ARE ESTABLISHED SYSTEMS AND PROCEDURES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC, AND SUPPORT FACILITIES – LABORATORY, LIBRARY, SPORTS FACILITIES, COMPUTERS, CLASSROOMS ETC

Narayana College of Nursing has several policies procedures and practices to control its operation. The college has a maintenance staff that oversees the maintenance of buildings, classrooms, and laboratories.

Water purification and storage maintenance:

- Chemical cleaning of R.O plant is done weekly once with 100 ml dosing chemical.
- R.O plant membrane changing by every 1 to 1 1/2 year once by skilled staff from the maintenance department.
- Water Storage tank is cleaned every biweekly and Chlorination of the water tank
- **Housekeeping maintenance:**
 - ✓ The housekeeping staff are employed in the campus, supervised to maintain meticulously hygiene, and infrastructure on the campus provides a learning environment.
 - ✓ Hostel equipped with sanitary pad vending machines in hostel working condition is supervised by housekeeping in charge.
 - ✓ A complaint register is maintained at the main entrance of the hostel in which students, as well as faculty, can register their problems which are resolved within 1-2 days of time frame.



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- ✓ Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms.

Safety maintenance:

- ✓ The campus has 75 CCTV cameras in the classroom, library, hostel corridor, laboratory, security point, etc. Working conditions are frequently checked by the Hardware department and technical repairs are done by the ticketing system by the Narayana information system through IT Department.
- ✓ The campus has 22 fire extinguishers for fire & Safety that are periodically checked for its functioning and fill-ups. The same will be certified by the Fire Department.

✓ **Computer maintenance:**

- The College has 52 numbers of computers with an internet connection speed of 50 MBPS.
- The ICT smart classrooms and computers-related minor overhaul are rectified by the Hardware department.

• **Laboratory maintenance:**

All labs are cleaned and inventories are checked regularly. Working condition of the equipments and instruments are verified by concern committees.



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Library maintenance:

- Utilization and maintenance are done by the library committee and in charge and calculation of the users per specific period and subscription to journals and new arrivals all these activities are carried out by the committee.

Classroom maintenance:

- ✓ All the facilities are properly maintained. In case of repairs or damage of the goods are done by carpenter, electrical department staff and plumbing department staff.

Sports:

- Sports articles are maintained by the inventory controller by the store room in charge, supervised by the NSS program officer.

Supporting facilities maintenance:

- ✓ The campus is equipped with elevators (lift) for students and faculty for both college and Hostel. Regular checkups are done by the maintenance department.
- ✓ A well-spaced lawn area with seat arrangements is available on the campus.
- ✓ Emergency exits are provided on the campus for meeting any emergencies.



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All the maintenance works are monitored by the supervisors and verified with check lists by concerned supervisors.

Any repair in building, painting, plumbing, electrical will be raised ticket to the concern in charges through Head of the Maintenance department for approval of financial commitment and will be rectified within three days.



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