

4.4.2 Procedures and policies for maintaining and utilizing physical and support facilities

1. Construction, Maintenance and repairing of buildings, library, classrooms, electrical appliances and other physical infrastructure is demanded by Development committee and the work to be done is discussed in College Development Committee and IQAC Committee and send the proposal through Principal to Society, Society finalise the planning and permit the Development committee head of Pt. Jawaharlal Nehru College of social work to call work tender, and the decision is taken by the Society head and Development committee. As per demand application of maintenance. Under the guidance of Principal /IQAC committee the Development committee look's after the construction, maintenance and repairing procedure and report to the committee time to time.

2. The Society passes the budget for expenses send by college head. The budget is used by Principal and related committee head for procurement of different items which including Sports items, books journals, equipment, maintenance of equipment, computers, maintenance and security of physical infrastructure and other items such as telephone services, office expenses, travelling allowances, CCTV surveillance etc.

3. As per the guidance of Audit department the quotation and demand sheet for the amount of the said maintenance work and items are paid and vouchers/ Bill of said items are collected and forwarded to account section of the college for accounting and auditing. Audit department finalise the details.


Principal (s/c)

Dr. P.S.Patil


IQAC Coordinator

Prof. Vijaykumar Waghmare

