**Policy for Maintenance and Utilization of Physical and Support Facilities**

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities- Laboratory, Library, Sports complex, Computers, Class rooms etc.

The college takes good care of maintenance and upkeep of physical, academic and support facilities. The maintenance and repairs committee is set up at the central level by the management which looks after the maintenance and repairs, appointed plumber, electrician, carpenter to cater to these needs according to its policy. Regular maintenance is undertaken. The management has also entered into a contract with a house keeping agency which looks after sanitation, cleanliness of washrooms etc. Sub staff is appointed for upkeep of ground and premises. Students also voluntarily participate in it arrangements for ICT maintenance with PPGIT, a sister concern. The maintenance and repairs of other equipments is undertaken as per needs on local level. The college had different software in the office and library as part of automation. The college has recently adopted ERP software in place of the different software’s and is helping administration efficiently.