



*Office of the Principal*

# Govt. Degree College Sopore



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## **4.4.2- Procedures and policies for maintaining and utilizing physical, academic and support facilities**

**1. Computer Section:** The college has three Computer labs, one computer centre and one browsing centre which mainly cater to the academic needs of the students and are maintained in the institution by information technology system support group , This division provide the integrated IT services like smooth running of automation, up-gradation and maintenance of websites, biometric , hardware , networking equipment etc .

**2. Library:** The Library of the college is computerized using SOUL software. The SOUL support and maintenance is done by the library staff. The Library is providing open shelf system for its users. The students can borrow three books for 15 days by showing their ID proof and faculty can borrow five books at a time & Library has online facilities for searching the books available in the library. The maintenances and upkeep of the infra facilities are carried out with the support of the Conveners of the concerned infrastructure department.

**3. Laboratory Equipment:** The equipment and machines in the laboratory are maintained by the lab- incharge and college technical staff with overall supervision of the concerned HODs.

**4. Physical Education Department:** Physical Education Department is facilitating students in the sports ground and cricket, volleyball, Kabaddi, KhoKho, Basketball, Badminton, gymnastic, Indoor games like T.T, billiards, and chess.

**5. Building and Machinery:** The maintenance of classrooms and other physical structures is looked after by the civil contractor appointed by the college and the hardware related support and maintenance is looked after by the hardware engineers appointed by the college.

**6. Power and Water Supply:** The uninterrupted supply of Power and water to the college is maintained by the electrician and plumber respectively.

**6. Healthcare:** The College has a pharmacy room where Medical Assistance is available for any emergency treatment.