

**4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)**

Physical facilities are looked after by Estate officer and Registrar with scheduled maintenance and demand based drives. Sports facilities: Indoor games facilities as Table tennis, Chess and Carom are housed at hostels and being utilized by students actively. Indoor sports competition is organised in odd semester in evening hours. Students are actively participating in outdoor games like Cricket, Volleyball, football, KhoKho and Kabbadi on daily basis. The required kit is made available to students on demand. Outdoor sports competitions are organised during even semester for which sport instructor works with students coordinators of various games for smooth conduction. The requisite facilities like ground maintenance, sport materials, lighting facility, water availability, First aid medicine with ambulance service in emergency are provided by institute. The Champion Trophy is honoured to department on the basis of points accumulated through winning various events. Central Library: Sections in library: Library comprises of sections for stacking, Reference, Circulation, Reading, Periodical, Photocopy along with Digital Library facility. Library has collection of 6382 titles and 22273 volume of books amounting to Rs. 91.64,837/ where as reference section has 1860 books. The library has subscribed the 80 print journals and magazines along with subscription of 2400 online journals costing Rs. 7,28,175/. News Papers Section provides 13 daily news papers which can be accessed by all. Learning and Information Centre at library offers quality library resources and services to the end users. Usage Policy: Higher book utilization is ensured by increasing book issue count up to 5 books per student. Central library also provides Rental Book Bank Facility for FE students' the regular library timings are 9.00 AM to 7.00 PM which are extended from 8.00 AM to 11.00 PM during examination period. Library is fully computerized with SLIM21 software which is an integrated multi user library management system supporting all in house operations of the library. Allied facilities: The central library also houses Wi-Fi facility along with Coffee Vending Machine where as whole premises in institute is secured by CCTV Surveillance. IT Infrastructure The institute houses 570 desktop PCs with internet connectivity to all locations. The Computer department holds 4 computer labs, EXTC holds 3 labs, Mechanical holds 2 Labs, Chemical, Civil and FE holds 1 lab of computer with each lab having 20 numbers of computers. Central Computer Centre is having 50 computers provided with Internet facility and centralized printer facility which can be accessed by any student. Power: All Computers provided with UPS back along with backup generator supply of 250 KVA. Internet facility: 120 Mbps leased line of three different vendors. Wi-Fi facility is also provided in hostels, residential quarters along with institute campus. The internet access is secured and managed through Cyberaom UTM firewall. Communication: The institute seminar hall is equipped with video conferencing facility (Polycom Device) and A view facility to conduct workshops and seminars. We have HiPath 3800 EPABX System with 8 digital and 160 Analog Connection for internal communication along with 5 landline numbers for external communication. Classroom: Every department has min 3 classrooms with LCD Projector, Computer and internet connection facility.