



सत्यमेव जयते

Government of Gujarat

# Government Commerce College

Behind Janseva Kendra, Manoharvilla Cross Road ,

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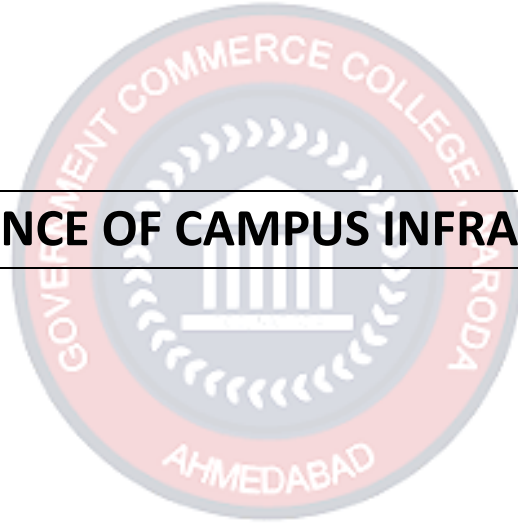


## 4.4.1 MAINTENANCE OF CAMPUS INFRASTRUCTURE

### 4.4.1.1 EXPENDITURE INCURRED ON MAINTENANCE OF INFRASTRUCTURE

(PHYSICAL AND ACADEMIC SUPPORT FACILITIES)

**MAINTENANCE OF CAMPUS INFRASTRUCTURE**



Being a Government institution, our college believes in providing the best infrastructural facilities to achieve excellence in academics and co-curricular activities. Policy of the college for creation and maintenance of Institute's infrastructure facilities is in accordance with the objectives laid down by the Government of Gujarat. College has an excellent physical infrastructure in the form of eco friendly campus, ventilated class rooms, resourceful library, Chambers for Faculties, Girls' room, sports room, drinking water supply, rest rooms etc. In the interest of stakeholders and ensure constant, uninterrupted and smooth functioning of physical, academic and support service facilities, at the beginning of each academic year under the direction of the principal various committees are formed in such a manner that all the needs of the maintenance and utilization of existing infrastructure can smoothly done. The purchase committee headed by a senior faculty takes an annual review of the facilities and services. Dead-stock register is maintained. Timely up gradation of maintenance contract, repairing and replenishment of resources are all routine task performed to keep the resources updated.

All the physical facilities are taken due care of in order to keep them secure for the coming batches.

### **Building Maintenance:**

As this institute belongs to government the entire responsibility of the construction and maintenance comes under the R & B. Whenever the need of any maintenance arises the principal informs the local R & B and monitors its works. For overall campus, security staff is deployed round the clock.

### **Cleanliness:**

It must be mentioned that the college receives maintenance grants for cleanliness and security from the government and uses them according to the requirement. The college has support staff through contract allotted by KCG. For daily maintenance of physical resource support staff through Out-source contract allotted by KCG, Government of Gujarat. College campus and buildings are regularly cleaned and maintained by them. A supervisor of the contractor monitors their work that follows the instruction of administrative office. All classrooms are regularly cleaned by sweepers and cleanliness is maintained all around the campus. The NSS unit and students are also motivated to keep the campus clean and tidy.

**Purchase and maintenance of furniture, books and other equipments:**

The college strictly follows the norms as laid by the government of Gujarat in purchasing any furniture, books or other equipment.

**IT facilities:**

One lab coordinator is appointed to take care of computer lab facility. Yearly contract of maintenance of computers and printers is given to local agency and antivirus software is installed every year. Computers, Printers, Photocopy machine, Projectors, etc are periodically serviced to ensure its efficiency.

**Library:**

Library committee and librarian take proper care of books and infrastructure of the library. The library procures books, journals etc. on the recommendations of the faculty members. These recommendations are to be approved by the concerned HODs, and thereafter by the Principal. There is also a Library Advisory Committee which looks after the whole process.

**NSS:**

A special store room is allotted for keeping the NSS items. Gardening tools, utensils and other belongings of NSS activities are purchased, maintained and repaired as per the need.

**Cultural Activities:**

Various musical instruments and other items necessary for different cultural activities are purchased, maintained and repaired as per the need. A special store room is allotted for keeping these items.

**Sports Room:**

Every year, as per the need, new sports kits and items are purchased through proper procedure. Instruments of Gymnasium and other long lasting items of various games and sports are maintained by mending and repairing as per the need. Students can use these resources as per their requirement.

# Maintenance Officers



# Janitors



# Gardener on Duty



# Security Staff



# Library Maintenance





# Support Facilities





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# Support Staff Team at GCC - Naroda



*Surgje*  
Principal  
GOVT. COMMERCE COLLEGE  
Naroda, Ahmedabad.