

## Procedures and policies for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms etc.

The library is maintained by the Librarian in consultation with the Library Advisory Committee. For the updation of books and journals in the library, the Librarian and Library Advisory Committee take demands from the respective departments. Hereafter according to the available budget books and journals are purchased. The physical infrastructure of the library is purchased through the grant received from the University of Allahabad and UGC. The different laboratories Geography Lab, Painting Lab, Fashion Design Lab, Media Lab, Software Technology Lab and Language Lab are maintained through different accounts. The smart classrooms and Conference room are under the charge of conveners of the departments. The computers, scanners, printers and photocopier of the computer lab, office, library and other departments are maintained through annual maintenance contract.