



Acharya & BM Reddy College of Pharmacy

Bengaluru - 560107

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

Every academic year our institute makes a budgetary provision under different heads for maintaining and utilizing the campus infrastructure facilities. Finance/accounts department assigned enough funds for maintenance and repairing.

To monitor the regular infrastructure facilities and equipment, following practices are maintained

- There will be a Stock Maintenance review after the completion of each year and entered in stock register by physically verifying the items
- At the Department level annual stock verification is done by concerned Head of the Department.
- Regular maintenance/services of Laboratory equipment are done by lab technician
- Overall development of campus is done by Campus maintenance department
- Regular cleaning, proper garbage disposal, and maintenance of lawns is done by housekeeping department on a regular basis

The facilities and cleanliness of men's and women's hostel is maintained by Hostel warden

- Outsourcing is done for maintenance and repairing of high end sophisticated instruments under AMC .

In house repair service will be done by system department for the IT infrastructure such as computers, internet facilities including Updating of software, Wi-Fi and broadband.

- In-house maintenance will be done for the maintenance of wooden, furniture, electrification, and plumbing.
- Regular maintenance of the water cooler and water purifier is done by outsourcing agent.
- The maintenance of the reading room and stock verification of library books is done regularly by library staff.
- For any kind of services and Regular maintenance complain the URL for Institutional Website <https://www.acharyainstitutes.in/index.php?rsite2F>