



PRAVARA RURAL EDUCATION SOCIETY

ARTS, SCIENCE & COMMERCE COLLEGE KOLHAR

Tal. Rahata, Dist. Ahmednagar, Pin - 413 710
NAAC Accredited at 'A' Grade with CGPA 3.10

Established Systems Procedures & Policies

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

There are established system and procedures for maintaining and utilizing physical, academic and support facilities: laboratory, library, sports complex, computers, classrooms etc. Response: The Repair and maintenance of Physical, Academic and Support facilities Laboratory, library, Sport complex, computers and classrooms are an unremitting process and in every academic year separate budgetary provision are sanctioned, further the college has well defined guidelines and procedure for repairing and maintenance activities to ensure time bound maintenance work. The college has established systems and procedures for maintaining and utilizing physical facilities as below: All the physical, academic and support facilities are augmented and maintained through various college committees such as College Campus Development Committee, Library Committee, Student Welfare Committee, Botanical Garden Committee etc. At the beginning of every academic year, proper availability of furniture, lighting, blackboards in classrooms etc. is taken care of by these committees. Library Committee is functional which take care of library matters and functions. Gymkhana Committee has the responsibility for the creation and maintenance of sports facilities at the campus for the students and faculty. Up gradation of software and hardware and maintenance of ICT facilities is done by the supporting staff through head office of PRES. All Department laboratories are having supporting staff for the proper maintenance. The college is having Hostel Committee which manages the hostel maintenance and proper utilization of the hostel facilities. The college successfully runs Earn and Learn Scheme. The students working under this scheme help in maintaining and cleaning the college campus, botanical garden,

library etc. Separate non-teaching staff is appointed for housekeeping. PRES also helps in maintaining the college campus. The maintenance work related to facilities like classrooms, toilet blocks, computer lab, equipment, furniture, replacement of fire extinguishers, electric work, plumbing, RO water facilities, water tank etc. are maintained by PRES.

Sr. No.	Nature of Work	Name of Agency/Person	Contact Number
1.	Laboratory equipment/instruments	Head Office PRES	9503905361
2.	Furniture work	Superb Interior, Pune	9822044848
3.	Building maintenance	Mr. Dhawane .D. S	9823518728
4.	Cycle stand and parking	Mr. Ghule. A. K	9860539826
5.	Computer maintenance	IT Dept PRES	7588606154
6.	ICT facility	IT Dept PRES	9503905361
7.	Electric maintenance	Jadhav Electrics Kopargaon	
8.	Plumbing maintenance	Mr. Padekar. M.B	9130753294
9.	RO water plant maintenance	Gurukrupa Distributors, Kopargaon	9766768009
10.	Fire extinguishers maintenance	Head Office PRES	02422273700
11.	Security Guard	Security Dept. PRES	02422273700
