MAR ATHANASIUS COLLEGE (AUTONOMOUS)
KOTHAMANGALAM, KERALA, INDIA
87th Position in NIRF College Ranking 2023

Maintenance Policy

MAR ATHANASIUS COLLEGE (AUTONOMOUS), KOTHAMANGALAM
Physical and Academic Support Facility Maintenance Policy

The college is committed to provide a safe, comfortable, and conducive learning environment for all students, faculty, and staff. The policy outlines the principles and guidelines for the regular maintenance of physical and academic support facilities within the college.

The objective of the policy is to ensure the optimal functioning, safety, and cleanliness of physical and academic support facilities, to provide a well-maintained infrastructure that supports academic and research activities, and to foster an environment that enhances the overall well-being and satisfaction of the stakeholders.

Responsibility for Maintenance: The planning, execution, and oversight of maintenance activities across all physical and academic support facilities are entrusted to the Principal and the Mar Athanasius College Association (Management).

Maintenance: Regular maintenance of all physical and academic support facilities, including classrooms, laboratories, library, and recreational spaces. An engineer appointed by the management overlooks the construction and the maintenance of all electrical systems, plumbing, lighting, safety equipment, etc.

Routine Inspection: Routine inspections of physical and academic support facilities are conducted to identify and address maintenance needs promptly. Inspection reports are prepared to prioritize and schedule maintenance tasks.

Emergency Maintenance: An emergency response system is in place to address urgent maintenance issues that may affect the safety or functionality of facilities. Emergency contact information will be prominently displayed in key areas.

Grounds Maintenance: Grounds, landscaping, and outdoor spaces are regularly maintained to ensure cleanliness, safety, and aesthetic appeal. Waste management practices are in place to promote environmental sustainability.

Technology Infrastructure: The maintenance of technology infrastructure, including computer labs, audio-visual equipment, and communication systems, is prioritized to support academic activities. Regular updates and upgrades are carried out to keep pace with technological advancements.

Accessibility Maintenance: Physical and academic support facilities are designed and maintained to ensure accessibility for *Divyagjan*.

Cleaning and Sanitization: Regular cleaning and sanitization are carried out to maintain a hygienic environment. Cleaning schedules are in place to clean and sanitize classrooms, laboratories, restrooms, and common areas.

Resource Allocation: Adequate resources, including personnel, equipment, and funds, are make available to support the maintenance activities outlined in this policy.

Feedback Mechanism: A feedback mechanism is established to allow students, faculty, and staff to report maintenance issues. Reports are acknowledged, tracked, and addressed promptly.

Policy Communication: This policy is communicated to all staff and students of the institution through proper channels.

By adhering to this policy, the college aims to create and maintain a physical and academic support infrastructure that aligns with the highest standards of safety, functionality, and user satisfaction.