

### **Procedures and policies for maintaining and utilizing Infrastructure**

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities. The physical and academic support facilities are utilized as per curriculum. The maintenance of the facilities available, if minor, is done by the institution itself. The major maintenance is done by parent body i.e. Shri. Swami Vivekanand Shikshan Sanstha, Kolhapur. The procedures and policies for maintaining and utilizing physical, academic and support facilities including laboratory, library, sports complex, computers, classrooms etc. have been formulated and clearly stated in the Perspective Plan of the institution. Year wise Proposed Action Plan has been prepared for the timely implementation of the same. Management's proactive and democratic approach in conducting regular meetings of CDC and IQAC and sanctioning plans for timely disbursement of funds with regular supervision of on-going work with regular contact with Head of the institution and consultation with IQAC discussions with HoDs and committee conveners is key factor in this regard.