



# RAIGANJ SURENDRANATH MAHAVIDYALAYA

Recognized by UGC u/s 2(f) & 12(B) & Accredited by NAAC with B+, December 2016

Sudarshanpur, Raiganj, Uttar Dinajpur, Pin -733134

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Our college allocates financial resources optimally and judicially in order to maintain and utilize the existing physical, academic and support facilities. The college focuses on ensuring proper utilization of funds. Regular meetings are held with respective committees to find out the requirements of different departments regarding maintenance of the facilities. Laboratory – Record of maintenance account is maintained by the lab assistants and supervised by HODs of the concerned departments. The repairing and maintenance of sophisticated laboratory equipment are done by the technicians of related supplier enterprises as and when required. Regarding maintenance of laboratories, the students are sensitized regarding the cleanliness and proper waste disposals. Library – The requirements (book-lists) are taken from all the departments and HODs are involved in the process. The lists are submitted to the Library committee. The finalized list of required books is duly approved and signed by the HOI. The proper account of visitors, comprising of students and staff, is maintained on a daily basis. The reading rooms and adjacent area are maintained regularly and the students are sensitized to keep it clean and to maintain silence. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are resolved by the Library Committee. To ensure return of books, 'no dues' certification from the library is mandatory for students at the time of filling up the forms to appear in the final examination conducted by the University. Sports – Regarding the maintenance of sports equipment carom boards, volley balls, footballs, cricket equipment etc., the Sports subcommittee takes necessary actions and submits the requisition to the HOI and purchase is done according to the approval of the HOI. Computers – Computers, Printers, Photo-copiers are maintained regularly through AMC and non-repairable systems are stored aside and are disposed of in due time. Classrooms – The College has a Building committee for maintenance and upkeep of infrastructure. The college puts priority on improvement of existing infrastructure as some parts of the college building is over 35 years old. The repair and maintenance is done on a regular basis. The college development fund is utilized for maintenance and repairing of class room furniture, other furniture and electrical equipment as required. With the help of full time sweepers cleanliness of class rooms, corridors, toilets and college campus is maintained. Temporary labourers are also hired from time to time to maintain the college compound, especially to clean the shrubs and over growths after the rainy season. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity of class rooms and alerted regarding wastage of water. Regular cleaning and maintenance is carried out so as to provide effective learning environment to the students.. Regular monitoring of electrical and fixtures is done and repaired immediately. Separate provision is made for maintenance of computers, LCD and other digital devices. Central time table is designed in such a way that there is maximum utilization of infrastructure and class rooms.

Dr. Sankar Kumar Roy  
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*Teacher-in-Charge*  
Raiganj Surendranath Mahavidyalaya

