



KARNATAK LAW SOCIETY'S

RAJA LAKHAMGOUDA LAW COLLEGE, BELAGAVI

(AFFILIATED TO KARNATAKA STATE LAW UNIVERSITY, HUBBALLI & RECOGNISED BY BAR COUNCIL OF INDIA)



Criterion - 4

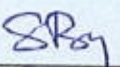
METRIC NO. 4.2.2.- There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

**POLICY DETAILS OF SYSTEMS AND PROCEDURES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES**

The college takes appropriate measures regarding timely maintenance and upkeep of the infrastructure and facilities of the College. Necessary budgetary provisions are made for upkeep and maintenance of infrastructure and other facilities. To resolve the issue of power supply generators and UPS are used. To protect the electronic equipment from voltage fluctuations stabilizers are used.

The college has a policy of cleaning water tanks, changing candles of water purifiers, getting the plumbing work done, checking and repairing electrical installation, LCD projectors, computers and peripherals as and when required.

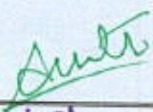
The college has outsourced housekeeping for maintenance of the building and campus. The institution has adequate infrastructure for effective institutional functioning. Regular maintenance and periodic replacement of infrastructure is equally essential. Therefore, the institution has allocated sufficient resources for regular upkeep of the infrastructure and has created effective mechanism for maintenance and utilization of the physical, academic and support facilities to promote optimum usage of the same.

  
I.Q.A.C. Coordinator  
R.L. Law College,  
Belagavi



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Principal  
R.L. Law College  
BELAGAVI

The college regularly maintains the college buildings, class rooms, sports facilities, Garden area, parking space, security, drinking water sources, surroundings of the campus and other infrastructure facilities.

The Principal and the Office Superintendent oversee the maintenance and upkeep of the physical infrastructure, facilities, open areas, gardens and other infrastructure.

The college, with support from KLS office, continuously monitors and maintains the campus.

The infrastructure facilities such as class-rooms, buildings, hostels, green areas, etc. are maintained by the Office Superintendent of the College. The Menial staff of the college clean the classrooms building, administrative building, and the campus surrounding daily. The college toilets are daily cleaned by the menial staff appointed.

The Office Superintendent ensures uninterrupted power supply and maintenance of electrical assets. The maintenance of equipment like Generator Sets, General Lighting, Power Distribution System etc. are undertaken as per their preventive maintenance schedules, guidelines provided by the equipment supplier.

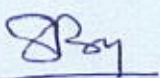
The maintenance of equipment for water sources, sewage, etc. are undertaken as per their preventive maintenance schedules, guidelines provided by the KLS office.

The institution has a dedicated computer instructor/programmer who head the IT Department of the College. The IT department takes care of the

computer requirements of the college and all the IT related maintenance. The IT department looks after the repair, maintenance and upkeep of computer labs and the digital library. The Campus Surveillance Cameras, CCTVs, other security equipment are maintained through the IT department by the equipment providers. Teaching aids such as LCD Projectors, Laptops, Desktops, Printers, Wi-Fi etc. are maintained by the computer instructor/programmer, IT department. Inventory/Stock Register and Log books for each expensive and high-end equipment in each department are maintained on a regular basis by the Account Department of the college.

The college has only one vehicle, a Maruti Swift, which is maintained by the driver on regular basis. He ensures the maintenance, upkeep and proper utilization of vehicle.

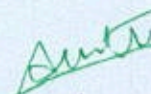
Library committee and the Librarian along with the Menial staff of the library ensures proper maintenance of Reading Room, Upkeep of Books, Binding of Books, discarding old books, Cleanliness, and Maintenance of whole library building, and other things related to the library. The committee meets regularly and recommends to the principal about needs and requirements of the library. Student representatives are also a part of the committee to provide the input.

  
I.Q.A.C. Coordinator  
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