

## **Government Arts College (Autonomous), Kumbakonam- 612002**

2016-2017

### **Procedures and policies for maintaining and utilizing physical and support facilities in the institution:**

Our college has been maintaining and utilizing physical, academic and support facilities since its establishment on 1854. It is also known as Cambridge of south India even during the time of British regime. It has been maintaining well equipped laboratories with laboratory assistants appointed by the government. They are asked to maintain the usage of apparatus and equipment properly and a separate register is followed. The library at the centre of the college and store house of knowledge, has more than 68000 books. For every academic year once or twice, separate fund is allotted for purchasing books. It is located with ambience atmosphere in which a modernized library and a spacious reading hall are available. Besides, it has well equipped sports complex, a spacious football court, volley ball court and athletics tracks are available and it is maintained by physical director and physical instructor. Campus cleaning is an important aspect of the institution maintained by sweepers, scavengers and volunteers of various extension programmes, like NCC, NSS, YRC and etc. There are office attenders appointed by the government to maintain cleanliness of the corridor, class rooms, laboratory, staff rooms, principal 's room, office of the controller of examinations and seminar halls. Scavengers are appointed under PTA funds to maintain hygiene in lavatory for both male and female. Security guards are appointed from PTA funds for surveillance of the campus.