

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

2017-2018

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

Our college has standard procedures and policies for maintaining and utilizing physical, academic and support facilities. It has a well-equipped modernized library, more than 68000 books and a consolidated e-book. It is located at the centre of the institution with ambience atmosphere functioning from 9am to 5 pm daily except holidays. Our college has well equipped laboratories maintained by laboratory assistants who are instructed to follow the usage of equipment and apparatus properly and condemned items are replaced periodically. Besides, it has a proper sports complex, a spacious ground in which football, badminton, volley ball and athletics tracks are available. The college has two computer laboratories maintained by department of computer science to impart computer literacy programmes for all first-year students and another one is exclusively used for the students of computer science. Moreover, computers with uninterrupted internet facilities are available in every department. There are sweepers and scavengers appointed by the government and PTA fund to maintain cleanliness of the class rooms, laboratories, staff rooms, office, principal room, sports facility room etc. Both male and female lavatories are maintained with hygiene by scavengers. Security guards are appointed from PTA funds for surveillance of the campus.