



MARATHA VIDYA PRASARAK SAMAJ'S

**ARTS, SCIENCE AND COMMERCE COLLEGE, Ozar (MiG)**

Tal: Niphad, Dist: Nashik. 422 206 (Maharashtra) Phone No.(02550) 275219

Email ID Senior College: srcollege.ozarmig@mvp.edu.in

Website : www.mvpozarcollege.edu.in

NAAC Accreditation (Third cycle) B++ with(CGPA 2.77)

<b>Dr. R. D. Darekar</b> M.Com, Ph. D. DHE Principal	Affiliated to Savitribai Phule Pune University Id. No. PU/NS/ASC/027 (1984)	College Center Code No.: 0164	AISHE ID: C-41965 BOD: CAAN17530
Ref. No. /2021-22	Date- -2022		

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities such as laboratory, sports complex, computer, classroom etc in the institute. The maintenance of physical, academic and support facilities are carried out by the respective departments with the help of peon on daily basis and periodically. And care has been taken to keep the equipment, machine etc in working condition. In case of breakdowns standard procedure is followed to bring the equipment/machine in working condition.

**1. Laboratories (All Labs & Computer center):** In each laboratory apart from teacher Lab Assistant monitors lab. Lab in-charge is responsible to maintain and upgrade the laboratory with necessary equipments from time to time to cope with change in the syllabus. Dead stock verification (Physical Verification) is carried out to verify working/nonworking/missing equipments etc. Preventive maintenance and performance monitoring is carried out. Every laboratory assistance keeps the record of utilization of equipments, computers and other required material for experiments.

**2. Library:** Librarian with supporting staff has been appointed to maintain central library. They focus on the availability and utilization of instructional material in teaching and learning process. At end of the Academic year stock verification is done. Librarian will prepare the report on the same and utilization of books by the students and staff. Procurement of books as per the requirement is initiated through library committee by inviting the requirement of books from various departments and then processed for order to assign dealer with the permission of Principal.

**3. Sport Dept/ground/equipments:** Physical Director of the college looks after the sports facilities and the activities. The sports equipments are issued to the students as per the schedule of the events. If any equipments get faulty sport director submits proposal for maintenance. Preventive maintenance measures are taken in time. Sport director is responsible for keeping the record of utilization of sport Facilities, activities held, awards for the students etc. Basketball court and posts are well maintained and damages are immediately rectified.

**4. Class Rooms:** Class rooms are allocated to all departments along with necessary ICT tools. The class rooms are utilized as per the time table of the department. The class rooms are cleaned





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on daily basis monitored by Head peon. Principal of the college, HODs and Class teachers also monitor the cleanliness and ensure that the cleanliness is maintained in the class rooms.

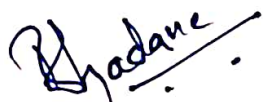
**5. IT facilities:** All departments in the institute are having PCs, essential software and peripherals. The laboratory technicians and system administrator maintain the IT facilities in the institute. In case of major issues of maintenance vendors are hired for maintenance of IT facilities.

**6. Electrical, Drinking water:** Institute hires technicians (electrician and plumber) for up keeping and maintenance of electrical and water drinking facility. Water purifier is maintained time-to-time.

**7. CCTV, Security etc:** To maintain internet connectivity and CCTV security system, network and system administration team is appointed. LCD projectors are maintained with the help of external agencies. Security guard is appointed for the safe guard of the whole premises.



  
Co-ordinator  
Internal Quality Assurance Cell  
Arts, Science and Commerce College  
Ozar(Mig), Dist. Nashik-422 206

  
PRINCIPAL  
Arts, Science and Commerce College  
Ojhar(Mig), Dist. Nashik-422 206