



Deccan Education Society's
CHINTAMANRAO COLLEGE OF COMMERCE, SANGLI.
(Estd.1960)

D.ES. Campus, Vishrambag, Sangli - 416 415
(Maharashtra State) (Affiliated to Shivaji University, Kolhapur)

(Jr.College Code No.J.22.08.002)

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MAINTENANCE POLICIES

Infrastructure Maintenance Policy

For civil and electrical maintenance the parent institute DES has appointed engineers who visit the college periodically to take inputs from the Office Superintendent and the Principal of the college. The college has a separate budget for the maintenance work. Minor expenses are sanctioned at the college level by the Principal and major expenses are forwarded through the CDC to the parent institute for both approval and funding. There is a separate Annual Maintenance Contract for drinking water units.

The repair and maintenance of physical facilities is handled by the Sangli Regional Office (SRO) of DES. A competent engineer is appointed to cater to the infrastructural needs and maintenance of physical facilities in the campus. The Estate Committee of DES looks after the sanctioning and approval of new infrastructure. Maintenance of water-plumbing pipelines, sewage and drainage and electrical and hardware work is undertaken by the vendors permitted by the SRO of DES. If the cost of maintenance is less than 5000 then an immediate decision is taken to repair the infrastructure. If the cost exceeds RS 5000 then it is forwarded to the Estate Committee for the required action. House-keeping services are outsourced on an Annual Contract basis.

ICT Infrastructure

The ICT infrastructure in the college includes internet facility, LAN facility, CCTVs for security and surveillance, bio-metric attendance, computers for teaching and non-teaching staff. There is a separate Annual Maintenance Contract for bio-metric attendance unit, web cameras, and computer.

A laboratory assistant is appointed for the maintenance of the computer laboratory. The laboratory is cleaned regularly by the Class IV employees of the college. Electrical and other maintenance work of the laboratory is done as per the standard procedure.

The Deccan Education Society has established a separate IT Department with dedicated technical staff and Director. The IT Director and their staff look in daily maintenance, repairs and new requirements of IT/ICT. The annual maintenance includes the required software installation, antivirus and up gradation. The computers are maintained through Annual maintenance Contracts

Library Maintenance

Cleaning and maintenance of library infrastructure and books is done by the library attendants. Annual pest control work is also allotted to the library attendants during the vacation period. There is an Annual Maintenance Contract for the maintenance of the toilet block and the drinking water system in the library. There is an Annual Maintenance Contract for the maintenance of computers, printers and network system in the library. The withdrawn books, magazines and newspapers are disposed off as per standard procedure.

Gymkhana Maintenance

Maintenance of Sports Facilities, infrastructure and equipment will be done as and when the need arises. The procedure to be followed for maintenance is as follows: 1. Requirement of sport facility or maintenance requirement will be communicated to college office and the repair/maintenance would be fulfilled / procured by college. 2. Major repairs and infrastructural changes will be communicated to the Estate department, for estimates of repair/ maintenance work and then finally approved by the Governing Body of our parent organization.

Financial Assistance to sports person/ sports team will be provided by the College, both for local as well as outstation participation in sports events. Teachers/coaches will accompany the teams. College will

provide Travel and Daily allowance to players as well as coaches/ teachers accompanying the teams. There is a budgetary provision for Gymkhana expenses and the required sports material is procured as per the standard procedure through the Central Purchase Committee.

Environmental Policy

CCCS promotes preservation and conservation of greenery at the college campus. Bore-well and water tank facilities are provided for watering the plants. The college campus has a rich bio-diversity, and the college focuses on preserving this green environment by taking steps like tree plantation, digging trenches for conservation of water and providing water-holes for birds. The college has a separate budget provision for maintenance and development of environmental activities. NSS, NCC students along with the Class IV employees and teachers take efforts to keep the campus green and pollution free. While the Principal is responsible for framing and the overall monitoring of the Environmental policy, the teaching and non-teaching staff help in implementation and adherence by the students. The Environmental Science Dept. organizes various programs and initiatives like Campus Tour, Campus Cleanliness Drive, Pollution Free Campus, preservation of bio-diversity, etc.

Principal
CCCS