

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

- The campus of Mahatma Gandhi Chitrakoot Gramodaya Vishwavidyalaya is under cover through surveillance Cameras.
- University buildings, classroom, laboratories are being maintained by Estate Officer of the University.
- Estate officer of the university is looking after and monitor all the works efficiently.
- The Estate office conducts periodic checks to ensure the efficiency / working condition of the infrastructure.
- Optimum working condition of all properties and equipment in the campus is ensured through annual maintenance. The annual maintenance includes maintenance of Generator, CCTV cameras and Water Purifiers.
- Apart from contract workers, the college has trained in-house electrician and computer technician
- Lab assistants under the supervision of the HOD maintain the efficiency of the university computers.
- Every department of the university maintains a stock register for the available equipment's. Proper inspection is done, and verification of stock takes place at the end of every year.
- The civil and electrical work is adequately monitored and maintained by the Estate Officer.
- Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to Estate office.
- Library books and records maintenance is done every year by the library staff.
- The non-teaching staff is also trained in maintenance of laboratory equipment.