

Jyotiba College of Physical Education Nagpur

College Maintenance Policy

At Jyotiba College of Physical Education, we are committed to maintaining and effectively utilizing our physical, academic, and support facilities to provide a conducive environment for education and personal development. Our comprehensive policy ensures that our facilities, including laboratories, libraries, sports complexes, computer labs, and classrooms, are well-maintained and optimally utilized.

The primary objective of this maintenance policy is to ensure the longevity, efficiency, and safety of the college's physical infrastructure and assets.

- The Maintenance Department is responsible for planning, executing, and monitoring maintenance activities.
- The college administration will allocate budgetary resources, approve maintenance plans, and ensure that necessary resources are available. The library will be open during convenient hours, and resources will be cataloged for easy access. Computer lab access will be regulated, ensuring availability for academic and research purposes.
- All faculty and staff are encouraged to report maintenance issues promptly and assist in maintaining a clean and safe environment. Classrooms, labs, and sports facilities will be scheduled efficiently to minimize conflicts and maximize use.
- Regular inspections and upkeep to prevent equipment and facility breakdowns. We implement preventive maintenance schedules for all facilities to proactively address wear and tear.
- Immediate repairs to fix issues as they arise. Corrective maintenance is swiftly conducted to address issues that may disrupt academic or recreational activities.
- Using data and analysis to predict when equipment or systems are likely to fail.

- Regular cleaning and minor repairs to maintain the appearance and functionality of the facilities. Facilities will undergo routine inspections to identify maintenance needs. This includes electrical, plumbing, structural, routine maintenance, repairs, renovations and safety checks.
- A designated budget will be allocated for maintenance activities based on the college's needs and priorities. The budget will cover routine maintenance, planned renovations, and emergency repairs.
- The college will maintain a list of approved vendors and contractors for specialized maintenance tasks. Bidding and selection processes will be followed for major projects.
- Maintenance activities will be carried out with the highest regard for safety and in compliance with relevant laws and regulations. We have security measures in place to safeguard facilities and equipment.
- The college will aim to incorporate sustainable practices into maintenance activities to reduce energy consumption and environmental impact.
- This maintenance policy will be periodically reviewed and updated to reflect the changing needs and priorities of the college.

This policy is regularly reviewed and adapted to ensure efficient facility management, fostering an environment conducive to learning, research, and physical development. It reflects our commitment to providing top-quality educational and recreational facilities at Jyotiba College of Physical Education, Nagpur.



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