

Office of The Principal Govt. Rajeev lochan College Rajim Dist.Gariaband(C.G.)493885
Phone No. 07701-2025113, Email-govtrcollegeajim192@gmail.com, website-
www.grlcrajim.com

PROCEDURES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES - LABORATORY, LIBRARY, SPORTS COMPLEX, COMPUTERS, CLASSROOMS ETC.

Institute maintains physical and academic facilities for effective teaching and learning. The available infrastructure present in Institute is very helpful to improve the academic growth. Institute run B.A., B. Com., B.Sc., M.A. (Hindi Literature, Economics, Political Science), M.Com. courses. College has 15 classrooms, so department manage the teaching rooms according to the time table. At the time of session start, a different branch forms the time table. Science department conduct practical classes regularly to improve the scientific temper and experimental fact of the student. One small seminar hall exists where seminar, debate, lectures are conducted. Separate library building available is available in the college campus where approximately 27000 text and reference books are maintained. College ensure the mental, physical, academic, cultural and sports activity to its best possibility. College always keep in mind that the infrastructure improvement is the main target for the student as well as college staff. Janbhagidari samiti also help to release the fund for the improvement of infrastructure. For improvement of cultural and literature capability of the student, college conduct event and give prize and rewards. Some of the students participate to district level, programme and Kumbh mela at Rajim. Gold medal distributed to the meritorious students.

College has acquired sufficient sports equipment. It has large playground for different sports activities, separate ground is also available for cricket and football. A badminton court is also developed within the campus. Equipments for Indoor games as Chess, Carom board, badminton are available in the college to encourage the sports spirit and the activities amongst the students.

The following activities have been done in last four sessions for the improvement of the infrastructure:

1. Classroom and staff room floor covered with tiles.
2. One small seminar room developed
3. Labeling of the sports ground
4. Boundary wall, cycle stand, Fee counter stand are in process of construction in the campus.
5. College has Wi-Fi network
6. Organized workshops, seminars
7. Utilized the funds provided from the state government.
8. Water purifier set upped in different places.
9. Tablet distributed to the final year Undergraduate and Post graduate students under the "Yuva Suchana Kranti Yojana" scheme of State government.
10. Small Girl's common room is under construction.
11. Furniture (Chair, table) purchased for reading purpose.
12. Enhancement of laboratory equipments for science students.
13. Wall magazine distributed to different faculties.
14. Organize cultural,
15. Computers, LCD projector provided to students as per requirement of modern teaching.

Laboratory

The institute depend on the state govt budget allocation. The calibration of equipment is done for the needs of department. The computer, photocopy machine, printer water cooler, electric instrument repair time to time with the help of PD fund and janbhagidari fund. College had got UGC fund for the utilization of the improvement of the existing premises. the physical verification committee formed by the head of institution for the verification of different existing premises in laboratory. Committee give the reports to the principal and major step taken by the staff council member toward the maintains and utilization of physical and academic facility.

Library

A library committee is formed in the starting of every session in the college. The incharge and members of the committee make rules and regulations for the students and others to help them in better execution and utilization of library.

Total Area of the Library- 40 x 60

Total seating capacity- 60

Working hours: On working days: 10.30- 5.30

On Holidays: Close

Before Examination days: 10.30- 5.30

During vacations: Close

Library collects the data of number of students under SC, ST, OBC, BPL categories of new admitted students every year and sends it to Directorate (Higher Education) to ensure the purchase and use of current titles, print and e-journals and other reading materials. The office then sanction budget based on these data for the purchase of books every year to the college. After then the Librarian asks for the list of requirement of text and reference books from each department. Based on the requirement, quotation is called from various publications and the books are purchased from the firm having the minimum cost and fulfilling the needs of the college.

Sports Room

Institute maintains sports facilities through regular monitoring of the equipment for indoor games and outdoor sports. The institution has a well-maintained infrastructure

for sports like cricket, kabaddi, khokho, volleyball, throw ball and badminton.

.

Computers

The computer systems and other sensitive equipment (servers, Projectors, Printers, Scanners, Xerox machines, Bio-metric machines) are provided with UPS systems to avoid any damage during power outages.

Classrooms

Principal has appoint the in-charge of non teaching staff to supervise regularly maintains the boards, benches, fans and lights of the classroom

Transportation

There is no available facility in the institute

Electrical

The following step taken by the institute for the maintenance of electrical equipment

1. All the computer sets plugged by UPS and antivirus installed in each set
2. the college has three phase electric system and separate transformer is situate in near to college building.
3. One submersible pump fiited in the cricket stadium which is placed back side of college building and proper water supply are in college campus
4. The electronic equipment of the department of physics had been handled carefully and kept in proper place.
5. College has also contain fire distinguishers for safty purpose
6. College also acquire LCD projector and camera which could be used for special function

Principal