

PROCEDURES AND POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES

Building repairing and maintenance related work is looked after by a person specifically appointed for the purpose, under SFS scheme by the employer (Management). Estate committee is authorised to supervise the upkeep and addition of required academic and support facilities. The committee invites demands from all departments related to their laboratory, library and sports related requirement, its upkeep and addition to be made. Some of the equipment are purchased and maintained through recurring and non-recurring grant of CPE.

The departments maintain a stock register in which the record of all the equipment and apparatus is recorded. Every year the stock registers are cross checked by a committee consisting of other department faculty members. The department-wise list of equipment and apparatus, to be discarded, is also prepared by each department. After seeking approval from the Principal, the obsolete and worn-out equipment are discarded through a well-defined procedure.

Convener, Estate Committee *habee 05/08/2023*

Incharge, Department of Economics *Dr. Shah*

Incharge, Department of Education *shindri*

Incharge, Department of English *Sulaym 07/08/2023*

Incharge, Department of Home Science *habee 05/08/2023*

Incharge, Department of Hindi *Gravina Singh 05/08/2023*

Incharge, Department of History *Sharma 05/08/2023*

Incharge, Department of Music *Sharma*

Incharge, Department of Psychology *Alpana Mohan*

Incharge, Department of Political Science *Seenu 05/08/2023*

Incharge, Department of Physical Education and Sports *Sharma 5.8.23*

Incharge, Department of Sociology *Mehra 05/08/23*

Incharge, Department of Commerce

Incharge, Department of B.Sc. and M.Sc. Home Science *Poonam 05/08/23*

Incharge, Department of BCA *Balraj 5/8/23*

Shikha Singh 05/08/2023
Prof. (Dr.) Shikha Singh

Principal
Principal
Vidyavati Mukand Lal Girls College
Dayanand Nagar, Ghaziabad