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Anekant Education Society's

TULJARAM CHATURCHAND COLLEGE

of Arts, Science and Commerce, Baramati - 413102.

Dist. Pune, Maharashtra, India.

Empowered Autonomous Status

Religious Minority Institute

NAAC Reaccredited 'A+' Grade, CGPA 3.55

Institutional Level Maintenance System

In our educational institution, a well-organized maintenance system is in place to ensure the smooth functioning of infrastructure, utilities, and overall campus operations. Colleges typically employ dedicated staff for specific areas, ensuring that all aspects of the campus are well-maintained. This document provides a detailed description of how different types of maintenance are handled at an institutional level.

1. Electric Monitoring and Maintenance

Electrical systems, including lighting, air conditioning, computers, laboratory equipment, and power supply, are crucial in a college setting. To ensure the proper functioning of these systems, the college appoints skilled electricians who monitor and maintain the electrical infrastructure across the entire campus. These technicians are responsible for:

- Regular inspections and monitoring of electrical systems in all departments, office areas, hostels, and other campus buildings.
- Troubleshooting any electrical faults or issues that may arise, ensuring minimal downtime and preventing potential hazards.
- Maintaining and repairing equipment such as transformers, circuit breakers, and backup generators.
- Ensuring compliance with safety standards and guidelines, which is critical in a college that operates laboratories and large-scale electrical setups.

2. Water Supply and Plumbing Maintenance

Water supply and sanitation are key aspects of campus infrastructure. The institution appoints dedicated plumbers and maintenance personnel to oversee water supply systems, drainage systems, and sanitary fixtures. Their responsibilities include:

- Regular inspection of water pipelines and tanks, ensuring uninterrupted water supply to the entire campus, including academic buildings, hostels, canteens, and gardens.
- Attending to plumbing issues such as leaks, pipe blockages, or low water pressure in classrooms, washrooms, and hostel facilities.
- Maintenance of water filtration systems, ensuring safe drinking water for students and staff.
- Coordinating with external service providers when required, especially for large-scale repairs or installation of new plumbing systems.

3. IT Infrastructure Maintenance

At the institutional level, the maintenance of IT infrastructure, especially the central internet facility, is crucial for ensuring seamless connectivity across the campus. To manage this, the college



has appointed a **System Administrator**, whose primary responsibility is to oversee the maintenance, monitoring, and troubleshooting of the central internet facility. This role is vital for supporting academic and administrative functions that rely heavily on uninterrupted internet access. The System Administrator's duties in relation to the central internet facility include:

- **Network Monitoring:** Ensuring that the internet connectivity is stable across all departments, libraries, hostels, and common areas. They monitor network performance, bandwidth usage, and overall uptime.
- **Troubleshooting and Repairs:** Addressing any issues that arise within the network, such as slow speeds, disruptions, or connection failures. The system administrator works to resolve technical problems swiftly to minimize downtime.
- **Network Security:** Implementing and maintaining security measures like firewalls, anti-virus software, and encryption protocols to protect the institution's network from cyber threats and unauthorized access.
- **Upgrades and Maintenance:** Ensuring that all networking hardware, such as routers, switches, and servers, are regularly updated and maintained. This includes installing new software patches and upgrading equipment as required.
- **User Support:** Assisting faculty, students, and administrative staff with internet-related issues, providing solutions to ensure their academic and operational tasks can proceed smoothly.

By appointing a dedicated System Administrator, the college ensures that its central internet facility remains efficient, secure, and reliable, facilitating the smooth digital operation of academic and administrative processes across the campus.

4. Campus Garden Maintenance: *Kavivarya Moropant Garden*

The campus garden, often a vital part of the college's aesthetic and environmental appeal, requires constant care and upkeep. For example, at many institutions, the *Kavivarya Moropant Garden* is managed by a dedicated team of gardeners who take responsibility for its beautification and maintenance. The gardening team's duties include:

- Daily watering and care of plants, flowers, and trees throughout the garden.
- Pruning and trimming trees and hedges to maintain the landscape's design and appearance.
- Removing dead plants and replacing them with new, vibrant species, ensuring that the garden remains colorful and inviting year-round.
- Maintenance of pathways, fountains, and other garden features to enhance the overall experience for visitors.
- Collaborating with environmental science departments to introduce sustainable gardening practices.

5. Security Contracts

Campus security is essential for creating a safe environment for students, staff, and visitors. Many colleges enter into contracts with professional security firms that deploy trained personnel to ensure the security of the campus. These security arrangements typically cover:

- Patrolling the campus grounds, both day and night, to prevent unauthorized entry and ensure the safety of students and staff.
- Monitoring entry and exit points, checking IDs, and maintaining logs of visitors.
- Installing and maintaining CCTV cameras, alarm systems, and other surveillance technologies across the campus.



- Coordinating with local law enforcement in case of emergencies or security threats.
- Ensuring the security of specific areas such as libraries, laboratories, and administrative offices where sensitive information and equipment are stored.

6. Cleaning and Sanitation: Campus and Washrooms

Maintaining cleanliness in both academic and residential spaces is essential for hygiene and overall well-being. The college employs a team of sweepers and housekeeping staff to ensure a clean and sanitary environment across the campus. Their responsibilities include:

- **Campus Cleaning:** Sweepers ensure that common areas like corridors, classrooms, lecture halls, canteens, and outdoor spaces are cleaned regularly. They sweep floors, dispose of waste, and keep the environment tidy.
- **Washroom Maintenance:** Dedicated sweepers are assigned to maintain the cleanliness of both boys' and girls' washrooms across the campus. Their tasks include:
 - Regular cleaning of washroom floors, basins, toilets, and mirrors.
 - Refilling soap dispensers and ensuring an adequate supply of toilet paper and hand towels.
 - Disinfecting washroom surfaces to maintain hygiene and prevent the spread of germs.
 - Reporting any plumbing issues (leaks, blockages) to the maintenance team for prompt resolution.

In all, the maintenance of a college campus is a complex and multifaceted operation, requiring a well-coordinated team of professionals with specialized skills. From electrical and plumbing services to garden care and security, every aspect of the campus is looked after by designated personnel or external contractors. This structured approach ensures that the college remains a safe, functional, and aesthetically pleasing space for students, staff, and visitors alike.




 Principal
 Tuljaram Chaturchand College
 Baramati