



**LINGAYA'S
VIDYAPEETH**

Deemed-to-be University
u/s 3 of UGC Act 1956

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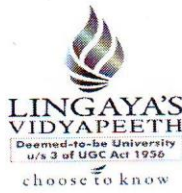
**LINGAYA'S VIDYAPEETH,
FARIDABAD**

**NATIONAL ASSESSMENT ACCREDITATION COUNCIL
SSR (2nd CYCLE)**

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Key Indicator – 4.4 Maintenance of Campus Infrastructure

Metric	Particular	
4.4.2	There are established systems and procedures for maintaining and utilising physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
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Lingaya's Vidyapeeth

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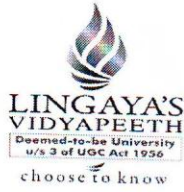
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Nachauli, Jasana Road, Faridabad – 121002; Ph: 0129-2598200-05

Website: www.lingayasuniversity.edu.in

Policies & Procedures for Maintenance of Academic & Physical support facilities

- The Lingaya's Vidyapeeth has defined process, procedures and monitoring mechanisms to ensure proper maintenance and utilization of infrastructure, library, sports, laboratories, classrooms, seminar halls, auditoriums, lifts and other service installations.
- The academic requirements in classrooms, laboratories and other infrastructural resources are identified at start of each semester. The Labs catering to the needs are provided with advanced computers with LAN and Internet with Wi-Fi access. All repair, maintenance and upkeeps of labs are maintained by their lab in-charges/technical support. Maintenance work is undertaken during weekend on basis of periodical report.
- Maintenance Work Orders: All maintenance requests are submitted through work order system. Work orders is prioritized based on severity of issue, potential impact on campus operations, and availability of resources. Facilities Management provides regular updates on status of work orders and ensure that all requests are resolved in timely manner. We keep maintenance registers at reception (Construction/paint, electrical & plumbing) to check maintenance required for all buildings.
- Critical Equipment: There are few critical equipment like RO, STP, Solar power plant, IT server room etc. Regular inspection and maintenance of all this equipment is monitored by their concerned supervisor/ coordinator. Their log books along with repair details are maintained by department coordinators.
- Library: library has good collection of Text Books, Reference Books, journals, magazines, etc. A provision of budget for library maintenance is made by management. In addition, library at Departmental level fulfils specific needs of students and teachers.
- Transport: The University has transport facility managed by administration to ensure buses, vans, ambulances and cars are maintained properly efficiently. Ambulance is available in campus 24 X 7 for students and faculty to meet any emergency.
- Work Shops: Periodic report on requirement of repairs and maintenance in Workshop are raised by departments and forwarded to Administration office for compliance.
- Sports Complex: Various sports facilities are available and being used regularly for competitions practice. The indoor and outdoor games are facilities regularly monitored and reports are submitted to Manager Administration for its upkeep, repairs and maintenance.



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- **Computers:** An IT cell headed by senior member to oversee the procurement, maintenance, repairs and replacement of digitalized systems like computers, laptops, projectors, audio-visual devices etc. There are adequate numbers of latest configuration computers with internet connections, Wi-Fi facility, connected through LAN and the utility software's installed in administrative offices, department laboratories, library etc. Hi-Tech Surveillance System with HD cameras along with day/night facility recording in control room and maintained by IT.
- **Classrooms:** An emphasize on quality class room with all the basic facilities like fans, lights, proper furniture and ventilation etc along with separate girls' and boys' common room and medical centre. An impressive air-conditioned auditorium 1500 capacity managed by Manager Administration boosts for academic functions and cultural events. All classrooms are cleaned on regular basis by housekeeping department. The supervisors of building are also responsible for maintenance of buildings and physical facilities.
- **Electrical Maintenance:** A department for monitoring the power distribution system. 11 KVA substation, Gensets 720KVA, solar panel 250KW etc. are undertaken as per maintenance schedule.
- Banking/ATM facility and services
- Cafeteria facility
- Books and Stationary facilities, Reprographic services etc.

For LINGAYA'S VIDYAPEETH


Registrar

Registrar

Lingaya's Vidyapeeth. Faridabad