# MARGHERITA COLLEGE

**Regd. No. 2094 of 1991-92**
**P.O. MARGHERITA – 786181**
**DIST. TINSUKIA (ASSAM)**
Email: mrgcollege@gmail.com

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**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

The Institute constitutes a number of committees like the IT infrastructure Committee, Library Committee, Sports Committee, Purchase Committee, stock verification Committee, campus beautification committee etc, which supervises the utilization and maintenance of the support facilities of the college.

- Laboratory: The Head of the Department enlists the required laboratory equipments to the Principal. He in turn discusses with the purchase Committee and fulfills the requirements after proper verification of stocks.

- Sports complex: The physical instructor takes the responsibility of safekeeping of the sports goods/materials.

- Library: The library of the college is partially automated. The softwares are periodically updated and maintained by the Librarian with the help of the outsourced technical person. The printed books, their circulations and the book shelves are maintained by the library staff.

- Computers: The associated software are automatically updated and maintained periodically. The Institution constantly upgrades its IT infrastructure as per the requirements. For hardware maintenance, a service provider is hired.

- Classroom and Infrastructure facilities: The class rooms and the conference halls are painted/ whitewashed annually. The CCTV, Biometric attendance Machines, Electric works, electrical equipments such as pump house, generator rooms, furniture etc are maintained by hired services as and when necessity arise.

- Campus Cleaning:  Various persons are assigned to maintain the cleanliness of the class rooms and the entire college campus. The NSS regularly participates in cleanliness activities in and outside the college campus.

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