



4.4.2 SUMMARY SHEET

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.

Institute has Annual Maintenance Contract (AMC) for maintaining its computers and different equipments. Maintenance of classrooms are monitored by Academic Administration department. There is a Library Committee which meet regular intervals for facilitating the smooth running of the library activities. Allocation of classes to different classrooms are maintained by the Academic Administration department. Timeslots to computer labs, Bloomberg terminal are done by the computer centre in consultation with the Academic Admin. office and student body. Timeslots to Gymnasium are maintained by the student body.

Additional requirements:

| <i>File Description</i> | <i>Documents</i> |
|---------------------------------------|--|
| Upload any additional information | Process Manual Final.pdf Service by Laws.pdf |
| Paste link for additional information | https://www.iift.ac.in/iift/docs/naac2023/qif/c4/m442/Process_Manual_Final.pdf https://www.iift.ac.in/iift/docs/naac2023/qif/c4/m442/Service by Laws.pdf |