Nirmala Memorial Foundation College of Commerce and Science

Permanently Affiliated to University of Mumbai
Accredited by NAAC, ISO 9001-2015 Certified
Recognised under section 2(f) & 12(B) of the UGC Act 1956

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai – 400 101. Tel.: 022 69436400

4.4
Maintenance of Campus Infrastructure

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<u>Maintenance of physical facilities and academic support facilities</u>

The college has appropriate systems and procedures for maintaining and utilizing physical, academic and support facilities.

- **Buildings and Infrastructure Maintenance**
  The Admin department takes diligent charge of the maintenance of buildings and related areas within the college campus. To ensure a clean and hygienic environment, adequate in-house staff is employed for regular cleaning of various spaces, including classrooms, staffrooms, seminar halls, laboratories, washrooms, and restrooms. All classrooms are air-conditioned, and regular maintenance of the AC units is diligently conducted to ensure optimal cooling and efficiency Additionally, the Admin department conducts regular maintenance of water purifiers and fire extinguishers to ensure their proper functioning and safety. Elevator AMC (Annual Maintenance Contract) ensures regular maintenance and servicing of elevators to ensure their safe and smooth operation. To enhance campus security, CCTV surveillance is implemented, providing added security and vigilance. Through these measures, the college maintains a conducive and safe learning environment for all students, faculty, and staff members.

- **Maintenance of Network Infrastructure & IT Support:**
  The college's network infrastructure and IT equipment, including overhead projectors and computers in classrooms and labs, receive meticulous attention from the competent System Administrator and his dedicated team. The system support staff efficiently manages routine maintenance, software installations, and networking issues, ensuring a seamless IT environment. Whenever any technical issue arises, the concerned individual is required to fill up a troubleshoot form, and the lab assistant promptly addresses and resolves the complaints or requests related to the labs. The institution utilizes Sophos-XG 125 Full Guard firewall service with a one-year support AMC latest renewed from 2022 to 2023

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- **Maintenance of College Website & Softwares used by admin and account departments:**
  The college website and specific software used by the admin and account departments are efficiently maintained through the outsourcing of services to external agencies. This streamlined approach enables the college to focus on its core activities while ensuring that the website and software systems remain up-to-date and optimized for efficient operations.

- **Library Maintenance**
  The college library is open beyond class hours with Wi-Fi enabled Internet facilities. It includes a special e-library area for students and a separate section for teachers. The librarian and support staff diligently maintains books, computers, and learning materials. Regular cleaning and proper bookbinding are done to uphold the library's quality.

- **Sports and Games Maintenance :**
  The Sports officer oversees the maintenance of sports equipment in the gymkhana. Regular monitoring of indoor and outdoor sports facilities is conducted to ensure their proper upkeep.

- **Electrical Facilities:**
  Electricians are available 24/7 to address any power breakdowns. The Admin department oversees their services, conducting regular checks to maintain all electrical fittings in excellent condition.

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Annual Maintenance Contract

Sr. No	Title	Link
1	**Building Infrastructure** • **Air Conditions** • **Fire Extinguisher** • **Water Purifier** • **Elevators** • **Pest Control** • **CCTV** • **Routine Clean up** • **Intercom Connection**	*Click Here*
2	**Maintenance of N/W and Computer Infrastructure** • **Computers System used in Labs** • **Computer and Network used by Administrative Office**	*Click Here*
	Maintenance of N/W and Computer Infrastructure • **Antivirus**	*Click Here*
	Maintenance of N/W and Computer Infrastructure • **Firewall**	*Click Here*
3	**Maintenance of College Website**	*Click Here*
4	**Maintenance of software used by Account Department**	*Click Here*
4	**Maintenance of software used by Administrative office**	*Click Here*