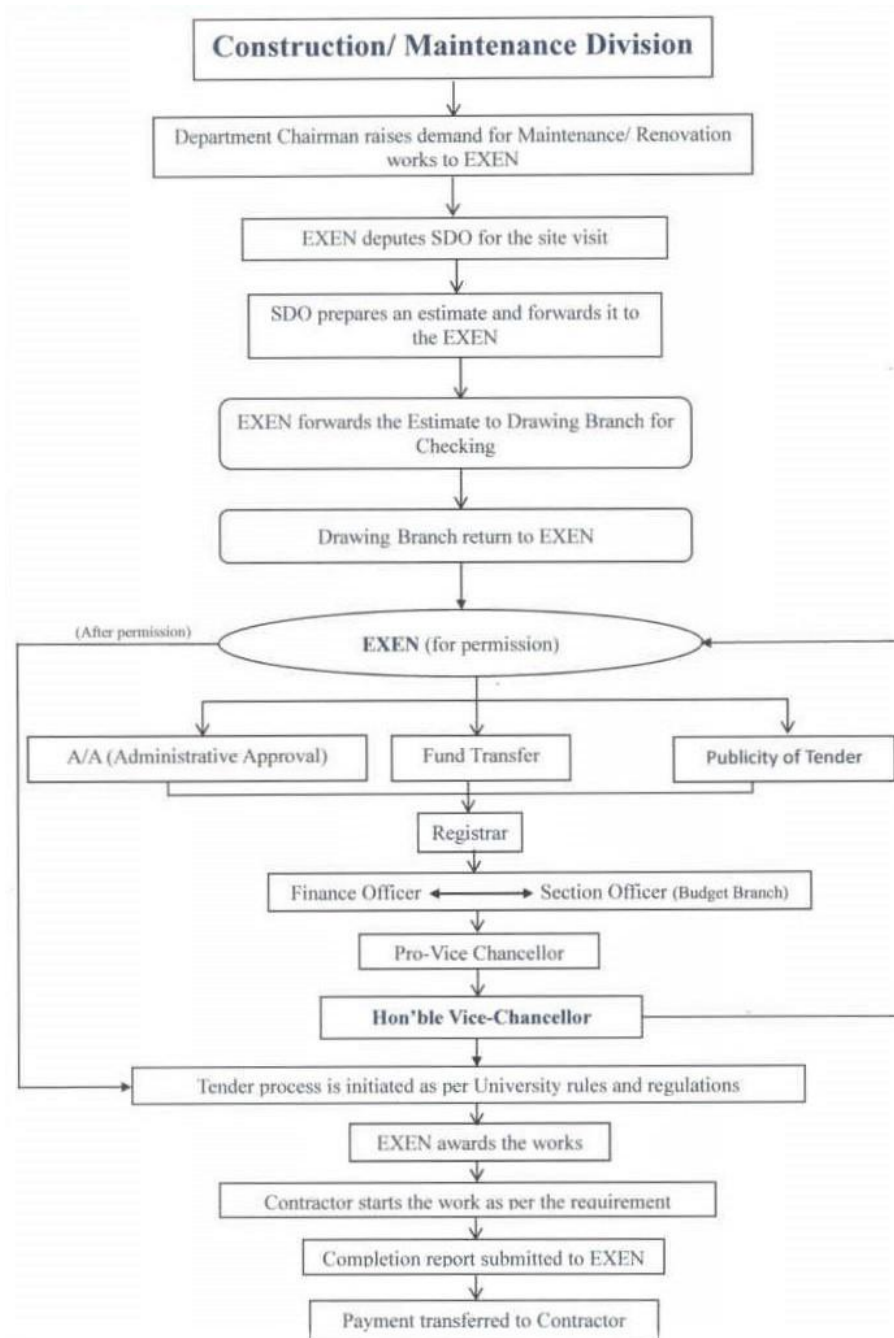
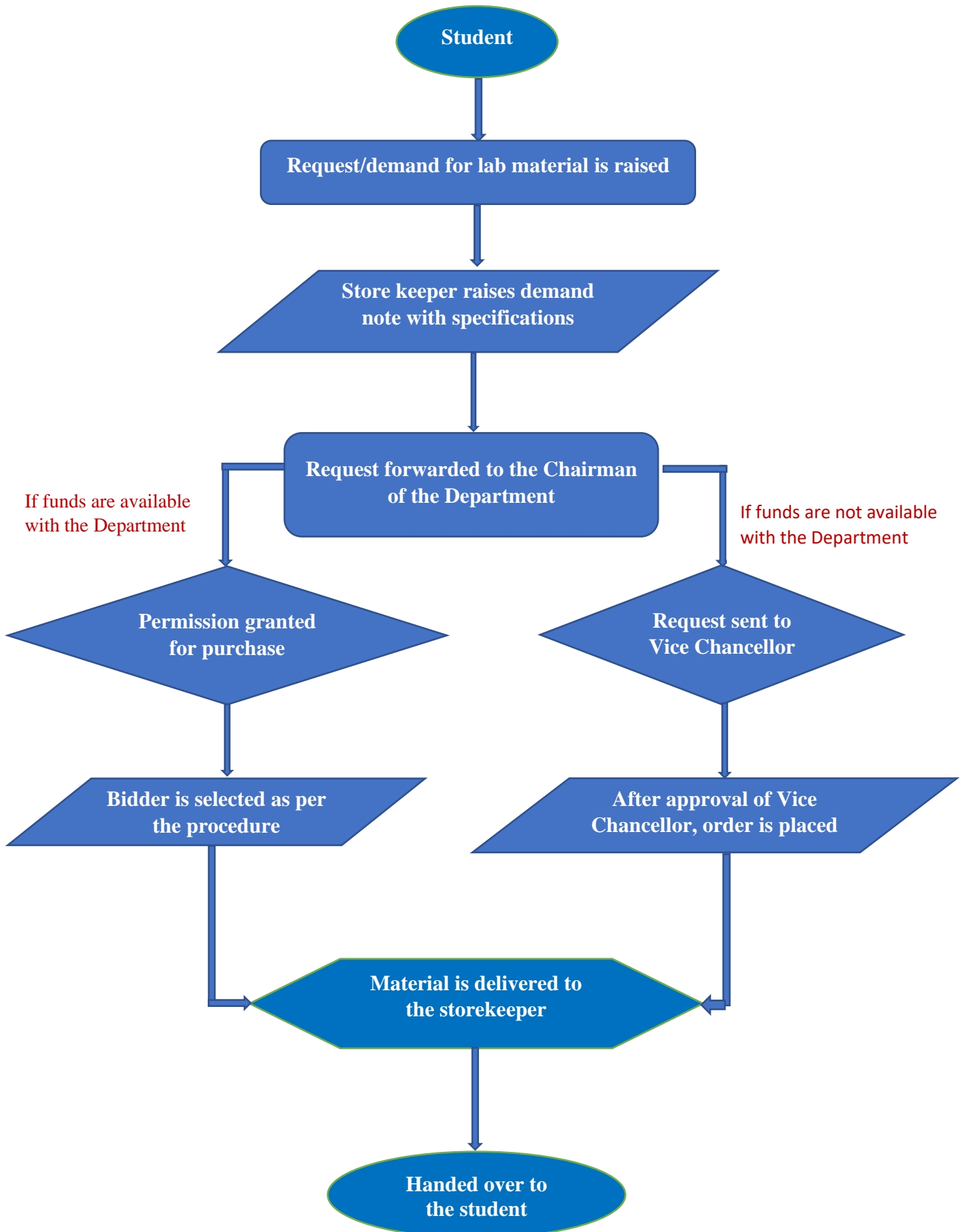


4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

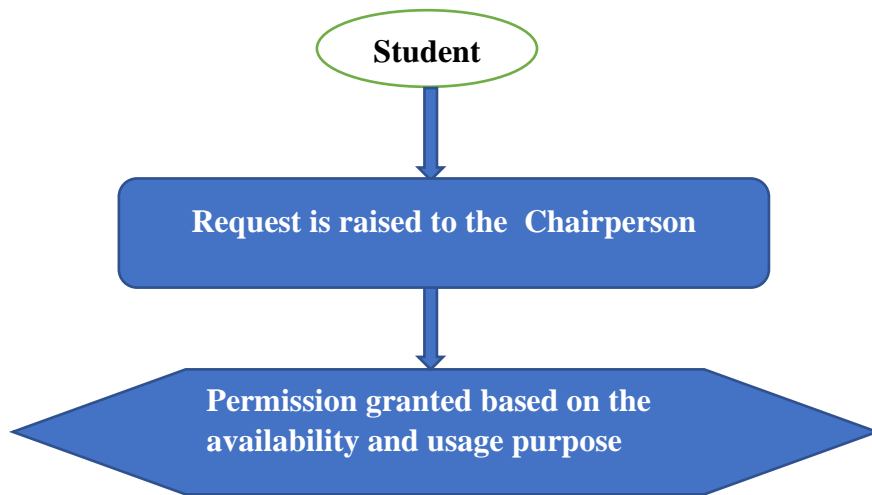
The university has laid down systems and procedures for maintaining and utilizing physical, academic and support facilities viz. laboratory, library, sports complex, computers, classrooms etc. The university has a separate Construction and Maintenance division for looking into maintenance of physical, academic facilities and support infrastructure. The system and procedure followed by the division for maintenance of various facilities is demonstrated with the help of a flowchart as shown below..



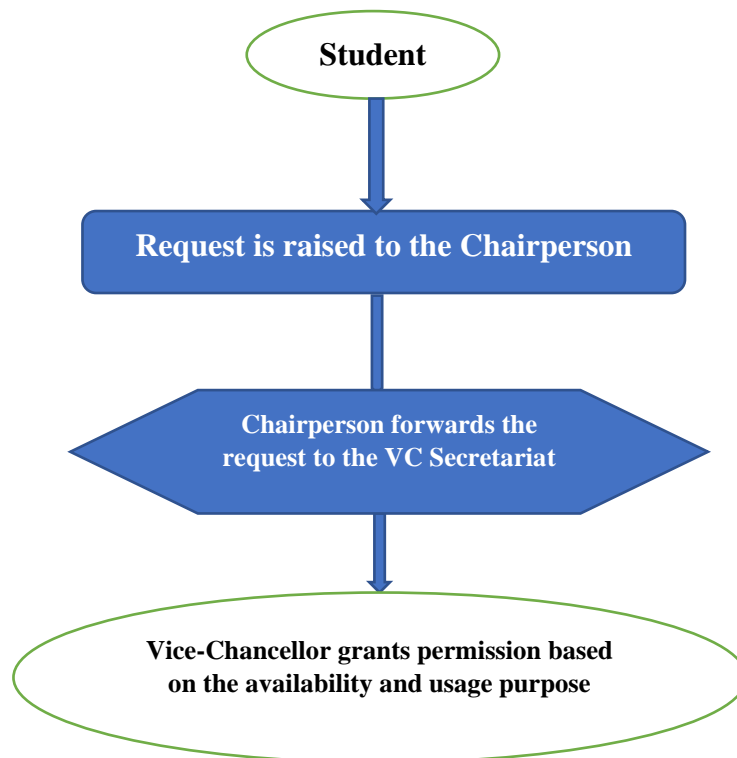
Systems and Procedure for Purchase of laboratory material by a Research Student



Classroom/Lecture theatre: Classrooms are used for teaching purposes as per the set-time table of the PG courses. Classrooms for self-study and other cultural **activities** are also used with written or oral permission. The flow chart is shown below.



Auditorium/Seminar Halls



There are annual sports activities in the department where access to sports complexes is requested through the Dean of Student Welfare (DSW).

The procedures adopted for maintenance works / services are as under: -

Housekeeping: - Housekeeping employees approximately 100-125 employees and maintaining the hygiene and cleanliness of the infrastructure.

Electricity Services: - There is central complaint room pertaining to civil/public health/ electricity. Round the clock electrification to all activities and the services are primarily looked after by a team of 20 to 25 trained electricians and Engineers of the institute. The major maintenance works are outsourced after proper e-tendering systems.

CENTRAL COMPLAINT ROOM
DIVISION NO. II, H.P. UNIVERSITY, SHIMLA-5
(CIVIL/PUBLIC HEALTH/ELECTRICAL)

No. _____ Dated _____
(Complaint Received telephonically/personal visit in writing)

Name of Complainant _____
Name of Building/Block No/Set No/Room No _____
Name of Complaint _____
Ariston deputed _____
Work Inspector/Supervisor _____
Report of Ariston/Complaint Attended _____

Pending/attended _____
Work Inspector _____
Counter Signed _____

Signature of Complainant _____
Junior Engineer/Assistant Engineer

C/S
श्री. प्रो. अशोक (C/S)
निर्माण मण्डल-2
सिमला-8

Public Health: - The health care center with ayurvedic and allopathic facilities is managed by two doctors, para-medical staff, and supportive staff.

Civil Maintenance: - The Civil maintenance works of buildings, hostels, and residential complexes are being done by the Maintenance Wing of the University, which engages the requisite number of masons, builders, welders, painters, etc. The major maintenance works are outsourced after proper e-tendering systems.