



JAIPUR ENGINEERING COLLEGE  
AND RESEARCH CENTRE

### Supporting Documents

<b>Criteria</b>	<b>4-Infrastructure and Learning Resources</b>
<b>Key Indicator</b>	<b>4.4 - Maintenance of Campus Infrastructure</b>
<b>Metric</b>	<b>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.</b>

S.No	Maintenance of Campus Infrastructure	Details	Description	Related Link
1	Policy Details	Maintenance Policy	Maintenance Policy at JECRC is attached with the related link.	<a href="#">View Document</a>
2	Laboratory	Laboratory Maintenance Register	<ul style="list-style-type: none"><li>• Before the commencement of the academic year, a lab audit is conducted</li><li>• A report on the requirement of new equipment is prepared</li><li>• Along with the requirement of consumables and non-consumables as per the university guidelines to conduct experiments.</li></ul>	<a href="#">View Document</a>
3		Laboratory Audit Report	<ol style="list-style-type: none"><li>1. Internal Audit</li><li>2. External Audit</li></ol>	<a href="#">View Document</a>
4		Antivirus Update Bills	Periodic maintenance is done by regular cleaning of lab spaces, software updates and antivirus updates.	<a href="#">View Document</a>
5		Library	Library Accession Register	Library updates its books repository on regular basis. Requisitions from the faculty members are collected in the prescribed format for books to be procured.
6	ALICE Software		The library is using ALICE an integrated Library Management software package for issuing the books and keeping the details of the books issued.	<a href="#">View Document</a>

  
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7	Repair and Maintenance	Repair and Maintenance Bills	Document Attached	<a href="#">View Document</a>
8		Laboratory Maintenance Bills	Document Attached	<a href="#">View Document</a>
9	Infrastructure Maintenance	Audit Certificate	Maintenance of the entire campus is carried out with the proper planning. 1. Environment Audit 2. Green Audit 3. Energy Audit	<a href="#">View Document</a>
10	Water Bodies Grievance (Maintenance)	Grievance form	Document Attached	<a href="#">View Document</a>

  
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