



GURUDEV ARTS & SCIENCE COLLEGE

(Affiliated to KANNUR UNIVERSITY)

Managed by the Catholic Diocese of Bathery

Criterion 4

Infrastructure and Learning Resources

4.4 Maintenance of Campus Infrastructure

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

Submitted to National Assessment and Accreditation Council (NAAC)

POLICY DOCUMENT ON MAINTENANCE

Procedures and policies for maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex, computers and classrooms etc:

Gurudev Arts and Science college has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Maintenance of library:

For maintenance of library infra-structure and facilities the library committee and administration have been given the responsibility to purchase, procure books, manuscripts and other materials, as per the recommendations received from the departments of the colleges. The departments of the colleges have a good stock of texts and references in their departmental libraries. For the enrichment of the library, the committee procures some good publications from national and international publishers. The library committee organises reading sessions and competitions among students and teachers, appeals to and organises students, teachers, alumni, guardians to donate books.

Maintenance of the laboratory:

The laboratory equipment, specimens, and other necessary chemicals are purchased by the office of the principal and purchase committee as per the requirements of the teaching departments of the college. The Science students of the college as well as those of five associate schools are taught and trained about the use and maintenance of laboratory items.

Maintenance of the sport facilities:

Physical education trainer takes the responsibilities of the maintenance of the sport facilities. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of Bursar and the general captain of the Student Union of the college. The college authority purchases them by calling quotations from the reputed sport outlets. Periodically necessary steps have been taken by the authority to develop the sport activities of the students. Some of the sports items are kept in boys'/girls' common rooms/ union rooms and given out for use by students under the monitoring of the Sports cum common room secretaries. Students with excellence and achievements are publicly felicitated and also supported financially to the extent possible.

Maintenance of Computers and IT facilities:

The office of the principal, decides about purchasing necessary IT equipment as per recommendations received from the departments of the colleges and the Bursar of the college. IT facilities are maintained by computer skilled personnel of the college and they also take the responsibilities of periodic up-gradations of the IT resources. The IT facilities are taken stock of by the administrations and they are modified or changed whenever necessary. There is an ICT cell in the college which looks after the maintenance of the computers and facilities. Few part-time employees are also entrusted with use and maintenance of these facilities.

Classroom facilities:

The maintenance of classrooms is a regular exercise. The cleanliness of classrooms is ensured by a group of Grade -IV workers and sweepers. After the admission process in every semester it is ensured that all the classrooms have adequate desks, benches. The fans and electrical appliances are checked wherever requirements are found the purchase committee are appraised of the requirements. The purchase committee makes the purchases after approval from the Principal and Bursar. There are projectors in as many as four classrooms, besides smart classrooms.

Audited statement

Gurudev College, Mathil

4.1.4 Average Percentage of Expenditure Excluding Salary for the Infrastructure Augmentation during Last 5 Years.

Year	LAB EQUIPMENT & MATERIALS	ARTS & SPORTS	PRINTING AND STATIONARY	LIBRARY BOOKS & JOURNALS	REPAIR & MAINTENANCE	BUILDING CONSTRUCTION	FURNITURE AND ELECTRICAL FITTINGS	COMPUTER	GENERATOR AND SOLAR PANEL	PLANTS & FERTILIZE
2015	4,03,457.00	1,85,568.00	2,13,942.00		69,425.00					
2016	1,36,131.00	2,01,165.00	1,80,505.00	2,40,540.00	43,790.00	1,68,25,980.00	3,79,625.00			
2017	1,22,000.00	2,19,275.00	1,29,163.00		60,155.00	12,24,000.00	3,34,000.00	4,00,526.00		
2018	5,04,709.00	3,11,452.00	2,37,253.00		36,211.00	4,53,001.00	1,44,970.00	2,50,000.00	7,55,017.25	49,155.00
2019	3,35,134.00	6,39,674.00	3,60,709.00	1,71,702.00	1,97,945.00	2,98,173.00	12,000.00	1,22,300.00		

Certified that the above figures are extracted from the books of accounts of the institution verified by us

As per our report of even date attached.

Thiruvananthapuram
27-03-2021



For Raju M Kollavelil & Co
Chartered Accountants

CA Raju M Kollavelil
Proprietor

(M No 026789 FRN 012436S)
UDIN: 21026789AAAAGU1084

GURUDEV ARTS AND SCIENCE COLLEGE, payyanur

BUDGET ALLOCATIONS

2015-16

INCOME

Schedule 1

Opening balance 1768273.00

Schedule 2

Fees	8700000.00
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Schedule 3

Bank interest	99000.00
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Total:10567273.00

Expences

Schedule 4:

Administrative expenses	10800000.00
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schedule5:

Building constructions	17600000.00
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Total:28400000.00

BUDGET ALLOCATIONS

Total:37840000.00

Expences

Schedule 6:

Administrative expences	8800000.00
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Schedule7:

Loan repayment	25500000.00
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Schedule 8

Building construction	1960000.0
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Schedule 9

Other loan repayment	2360000.00
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Total:38620000.00

BUDGET ALLOCATIONS

Income

Opening balance 2155019.00

Fees	9600000.00
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Bank interest	60000.00
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Other collection	50000.00
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Bank loan	400000000.00
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Total:51865019.00

Expences

Schedule 6:

Administrative expences	9900000.00
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Schedule7:

Loan repayment	29000000.00
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Schedule 8

Building construction	1700000.0
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Schedule 9

Other loan repayment	176600000.00
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Total:58200000.00

GURUDEV ARTS AND SCIENCE COLLEGE, payyanur

BUDGET ALLOCATIONS

2018-19

Income

Schedule 1

Opening balance 592950000.00

Cash at bank 3589218.00

Schedule 2

Fees 34700000.00

Schedule 3

Bank interest 50000.00

Schedule 4

Other collection 50000.00

Total:38448513.00

Expences

Schedule 5:

Administrative expences	15900000.00
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Schedule6:

College expences	2100000.00
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Schedule 7

Building construction	440000.0
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Schedule 9

Bank loan repayment	8000000.00
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Total:26440000.00