



**SHRI VAISHNAV INSTITUTE OF MANAGEMENT,**  
Approved by AICTE, New Delhi, Affiliated to M.P. Government and DAVV, Indore  
UGC NAAC 'A' Grade Accredited  
SCHEME NO, 71, GUMASTA NAGAR, INDORE

**4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)**

- Instrument maintenance facility with a full time permanent demonstrator and laboratory assistant is available.
- System administrator is available in the Institute for taking care of the ICT facilities.
- Annual maintenance contracts are given for the equipments such as air conditioners, aqua-guards and fire-extinguishers.
- The computers and their accessories are maintained by technical staff in laboratories.
- The system manager takes care of all services with the help of computer operators and laboratory attendants.
- Physics and electronics laboratory equipments are maintained by the dedicated technicians in the laboratories on a periodical basis. The college uses out-sourcing also for the repair of equipments and computers.
- The institute has sports complex which is used for many intra and inter college sports competitions is managed under sports officer.
- The maintenance of classrooms which are equipped with the LCD projectors with internet facilities is done by technical staff in computer labs.
- The vending machine for girl students & female staffs is maintained under cell of Women Grievances cell.
- The rain water harvesting system in the institute is maintained by the supporting staff.
- Proper sanitization of the premises is responsibility of designated staff members which is required due to pandemic situations.
- Health care centre is also available which is under the guidance of designated faculty member. It is used for the health awareness program organized by the institute time to time.
- The institute has compost facility which is used for the wastes arises in the institute. Regular maintenance is done through designated staff.
- Dedicated staff including masons, plumbers, carpenters, electricians for maintenance of infrastructure.
- Workshop technicians for welding and regular repairing of furniture and other machines.
- Annual maintenance contracts for critical equipments.
- Institute has generators of sufficient backup capacity for uninterrupted power supply at the time of power failure. Separate room for the digital generator set is available.
- Institute has several CVTs and UPS utilized to prevent computers from voltage fluctuation and to provide continuous power supply.
- For constant supply of water, Institute has municipal corporation water connection in sufficient number, separate bore-well and water storage tanks.
- Aqua-guards and water coolers are available at every floor of the Institute.

  
[Dr. George Thomas]  
Director

Shri Vaishnav Institute of Management  
INDORE (M.P.)