Procedures and policies

Institution has a well-documented and checked mechanism for maximum usage of infrastructural facilities. Few of the main features of the policy includes :

1. Proper maintenance of the infrastructural facilities like the computer lab, laptops, LCD projectors, electricity, generator, water coolers etc.
2. It follows the precautionary measures via regular checks of working of different equipment.
3. Emphasis on the stock entry on receipts of goods and maintenance of all the records.
4. Internal finance audit is conducted under financial economical policies.
5. At the end of the financial year annual stock checking is done by the institution.
6. IQAC meetings are conducted regularly time to time as per the requirement of B.Ed. curriculum.
7. Academic and CCA calendar is prepared under the able guidance of Head and Faculty.