Dadi Institute of Engineering & Technology

(Approved by A.I.C.T.E., New Delhi & Permanently Affiliated to J.N.T.U.K., Kakinada)
NAAC Accredited Institute and Inclusion under section 2(f) & 12 (B) of UGC Act
An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution
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Policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms 2019-20.

The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding monthly meetings of various functional committees constituted for this purpose and using the grants received by the college as per the requirements in the interest of students. Maintaining the campus with plastic free environment, Rain water harvesting with Ground water recharge pit arranging and Utilizing the solar energy for the street lightening in the campus.

1. Laboratories:

Record of stock account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments. All the laboratories are maintained by the calibration; repairing and maintenance of sophisticated lab equipments are done by the technicians of related owner enterprises and always maintain the annual maintenance policy regularly.

2. Library:

a) The requirement and list of books is taken from the concerned departments and HODs are involved in the process. The finalized list of required books is duly approved and signed by the Principal.

b) Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment.

c) To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam.

d) Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library committee.

e) SOUL (Software for University Libraries) fully automated software with version 2.0 is using since inception of the Institute 2006 in Library and also maintain the digital Library by providing NPTEL lectures, DELNET, J Gate etc.

f) The maintenance of the reading room and stock verification of library books are done regularly by library staff.

3. Sports:

Regarding the maintenance of sports equipment the college has deputed Sports In charge. The students of our Institute have participated in Volleyball, Cricket, Kabadi during the session 2019-20 in inter-collegiate championship. And also Inter Collegiate Volley ball selections have been conducted in our Institute using our play ground.During2019-20. Intra Mural Sports Competitions are organized in the campus.

4. Classrooms and computers:

The ambiance of all class Rooms have been monitored by Respective class teacher's under the supervision of HOD. The Hygiene environment of the class room is maintained by supportive staff. The electrician will continuously monitor class room appliances (Fans, lights and switch boards) .class room Notice boards (Time tables, Roll list, exam notifications and circular related to events) Regularly updated by Lab technicians.

Every Department has a Deputy HOD who will periodically check the condition of class room amenities like benches, chairs, black boards, fans, lights and LCDs. Computers and software in the laboratories are maintained by system/network administrators in each department.

• Major problems and repairs will be attended in consultation with the suppliers following the central purchase procedure

Principal

PRINCIPAL
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