



Estd : 1957

NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

(AUTONOMOUS AND AFFILIATED TO BHARATHIAR UNIVERSITY)

Re-Accredited by NAAC

An ISO 9001 : 2015 Certified Institution

Aided by the Government of Tamilnadu

POLLACHI - 642 001.

Fax : 04259 - 234869

Phone : 04259 - 234868, 234870

Mobile : 99429 06687



E-Mail : ngm@ngmc.org

DATE :

4.4.2 MAINTENANCE OF OVERALL CAMPUS

Procedure for maintenance of classrooms and Faculty rooms

- All classrooms and departmental faculty rooms are swept regularly.
- The tables and chairs are wiped and cleaned every week.
- Mopping of all classrooms, faculty rooms, and verandas is done once a week.
- The blackboards and notice boards are maintained annually.
- Classrooms are scheduled for regular maintenance by qualified technicians in-house to identify the ICT tools and repair any issues whenever necessary.
- IT policies have strictly adhered to maintain ICT tools.
- The maintenance campus supervisor allows the support and maintenance staff to the respective blocks and rooms on a monthly rotation basis.
- The maintenance supervisor monitors the entire cleaning and maintenance process on and around the campus with an adequate register.

Procedure for Maintenance of Restrooms

- Clean and hygienic restrooms are imperative for maintaining the health and hygiene of all staff and students.
- The students' restrooms are cleaned regularly.
- Faculty restrooms and other restrooms are cleaned daily.
- The maintenance supervisor allows the housekeeping staff to different blocks for cleaning and restrooms.





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- Registers are maintained and signed by the faculty to ensure that the restrooms are cleaned every day.
 - The maintenance supervisor monitors all the cleaning and maintenance.

Procedure for Maintenance of the Overall Campus

- The management has given top priority to maintaining a clean and green campus.
- The sweeping of the campus area is done in the morning every day.
- The entire campus is divided into areas and allotted to different housekeeping staff on a rotational basis.
- The entire campus is green. The maintenance of the small gardens is taken up by the students of the PG Botany Department.
- The overall maintenance of the gardens is done by the gardeners and support staff.
- Gardens are watered daily.
- The leaf litter from around the campus is converted into vermicompost by the Department of Zoology.
- The medicinal garden and ornamental plants are maintained by the Department of Botany.
- The fish tanks are cleaned once a week.
- Gardeners are provided to maintain a healthy garden on campus.



PRINCIPAL
N. G. M. COLLEGE, POLLACHI