

#### **4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

The Institute is an ISO 9001-2015 Standard certified organization and the maintenance and utilization of the physical, academic and support facilities are carried out in accordance with the needs of the Standard. The infrastructure facilities are being augmented periodically in order to meet the growing needs of the students.

**Maintenance of Physical Environment:** The physical environment of the Institute is maintained by 36 housekeeping personnel led by a supervisor hired on contract through outsourcing which will be overseen by the Caretaker. The Caretaker is also responsible for carrying out the minor civil repairs works including sanitation and carpentry. The garden maintenance is carried out by 16 garden staff under the supervision of the Assistant Horticulture Officer.

**Maintenance of Equipment:** The Department of Electronics maintains and upkeep the electrical, electronic and IT infrastructure facilities and equipment of the institution. The Electronic Engineers, Computer Engineers and Technical officers of the Department maintains the personal computer systems, networking gadgets and server computers, manage the electrical fittings and fixtures and similar items. Special and dedicated biomedical equipment, equipment which requires spares that are not available in the market are maintained by awarding annual maintenance contract to the respective manufacturers/dealers.

Computers with internet access have been deployed in all the labs with a number of specialized software packages installed such as Aeroviews systems, Ultrasound imaging system, Ambulatory phonation monitor, Baraha 9.0, Captiva, Computerize speech lab (CSL), Dr Speech, Electroglottography, Endovision system, E-Prime professional, eVEMP, Lingwaves, MATLAB 15, Nasometer, Neuroscan 64 channel EEG/ERP system, Nudi 4.0., Pulse Reflex Software, Pulse Sound Vibration Analysis Software, RMS helios spirometer, Speech science lab (SSL), SPSS 21, Systematic analysis of language transcripts, Vaghmi (Diagnostics Therapeutic), Videonystagmography, Workbench for semi-automatic speaker recognition etc.