SHARDA UNIVERSITY
Beyond Boundaries

Process and Procedures for

Maintenance and Utilization

of

Physical, Academic and Support

Facilities

R.M.Melx

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Classrooms, Seminar Room, Studio, Lecture Theatre, Lecture Hall, and Demo Room

Sharda University provides a magnificent and comprehensive range of facilities within the university campus for its students. For the past several years, Digital system is already incorporated in the learning and teaching method viz V-Attendance, LMS, Swayam/MOOC, etc. All the classrooms, seminar rooms, studio, lecture theatres, lecture halls and demo rooms at the university, are ICT equipped.

All this is for student assistance in understanding proper classrooms, seminar rooms, studio, lecture theatres, lecture halls, and demo rooms behavior. Students are expected to maintain proper decorum in the classrooms, seminar rooms, studio, lecture theatres, lecture halls, and demo rooms. Faculty have the authority to manage and ensure an environment conducive to learning.

Ensuring smooth functioning: Students and faculty member will ensure for maintaining an appropriate learning environment. The procedures given ahead provides information for faculty members to resolve behavioral issues with disruptive students. Disruptive students who fail to comply with behavioral standards may be subject to University disciplinary action. These procedures apply to all UG/PG/Doctoral students.

Etiquette and Student Behavior Guidelines:

- Every student must possess his/her University identity card.
- Attend every class as per the timetable
- The student is required to be on time for the class
- Respect instructor/faculty member.
- Private or unnecessary conversation and similar objectionable practices are not allowed in or around the classrooms, seminar rooms, studio, lecture theatres, lecture halls, and demo rooms. Silence must be observed while learning.
- Use of mobile phones is only permitted for attendance.
- The students must take care of their own belongings.

Disruptive Behaviour: Disruptive behavior in the classrooms, seminar rooms, studio, lecture theatres, lecture halls, and demo rooms is defined as repeated/multiple student behaviors that prevent a faculty member from teaching and preventing other students from learning. Examples of disruptive behavior include but are not limited to:

- speaking without being recognized
- interrupting other speakers
- harassing behavior
- personal insults

- using/playing with cell phones and iPods

Resolving: The primary responsibility for managing the teaching-learning environment rests with the faculty.

- If the behavior of the student is found inappropriate as per the rules, but not particularly disruptive, the faculty member can consider talking with the student privately.

- If it is necessary to deal with a student's behavior during class, the faculty member should inform the student that the behavior is disruptive, and it should be stopped.

- If the inappropriate behavior continues over the period of time, the faculty member should warn the student (perhaps in private) that such behavior may result in strict disciplinary action. A faculty member may refer the matter to the Academic Dean's Office/proctor for such conduct.

- For any misbehavior, if the student rejects to leave the area after being asked to do so, it should be a separate instance of disruptive behavior subject to additional student conduct action.

- If the student refuses to leave the classroom, seminar room, studio, lecture theatre, lecture hall or demo room, the faculty may choose to adjourn the class or call security for removing the student from such premises.

- If the faculty member finds that the behavior indicates distress of some kind, it is fair either to ask the student to seek assistance from a mentor or contact the school Dean/HOD.

- Faculty members must keep a log of (date, time, and nature of all incidents) disruptive behavior or any meetings they have with the student. They are required to document incidents immediately.

- In case if the faculty member has removed the student from the classroom, seminar room, studio, lecture theatre, lecture hall and/or demo room, the student is required to meet concerned the faculty/Dean/HOD to discuss the behavior.

- After discussion/meeting, instruction shall be provided to the student about future classrooms, seminar rooms, studio, lecture theatres, lecture halls, and demo rooms behavior. The Dean/HOD will issue a letter to the student that will elaborate the meeting and also mention that any further learning disruptions may result in permanent withdrawal from the course.

- Students found responsible for multiple violations of the student code of conduct may be subjected to additional disciplinary action, which may include suspension or dismissal from the University.

Academic Support and Role:

- Concerned school/department is responsible for the fitness of all the teaching-learning aids, assets, equipment available in their classrooms, seminar rooms, studio, lecture theatres, lecture halls and demo rooms (which include proper lighting, ventilation, air-condition, furniture, LCD projector, smartboard, whiteboard, sound system, recording camera, Wi-Fi, networking, other learning resource and cleanliness etc.).

- For any assistance, support or repair of the resources (civil, electrical, furniture, fire safety), school/department coordinator will contact (verbal/mail/phone call) Maintenance department, and for IT-related, IT department is responsible for pertaining services and maintenance.

- All buildings of the university have ramp and lift for the easy movement of all and Divyangjan (differently-abled). In case of any requirement, team maintenance will provide the service.

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Library

Sharda University library provides all students and faculty access to high-quality educational books, journals, e-resources, and databases relevant to various courses offered by the Sharda University, Uttar Pradesh.

Maintaining and Utilizing Library Services: Libraries for schools at Sharda University are stocked with the lakhs of books and thousands of journals to propel the wisdom growth of the students. These libraries are frequently updated with new books and other useful study material for students from diverse streams. In our quest to make the library management immensely convenient for the users, Sharda University Library provides vital support complementing academic activities to students, researchers and staff. University library arranges access to the world of information - whether online, multimedia or in print. In order to effectively capitalize on the opportunities provided by radical changes to technology, pedagogy and research practice, the libraries operate in a number of profound ways and work in partnership with faculty members to enhance student(s) research skill development, encompassing both information literacy and learning skills. The libraries now do provide effective research and learning environments with a user-focused approach which is the hallmark of SU library.

Utilization of Library: The utilization of library services is governed as per the following facilities and guidelines:

- The University libraries develops a comprehensive collection and acquires all relevant and high-quality material including books, journals, e-resources, and databases, that meet the academic and research needs of the students, researchers, faculty, and staff. Users can directly go to the concerned shelf and access the material without any restrictions.

- Users can seek the assistance of library staff in searching, locating books or other material, literature searching, and using e-resources, etc.

- The library offers several services including issuance of books, reference services, Digital Library Services.

- All Libraries are equipped with an adequate number of computers and other equipment for accessing digital content.

For smooth functioning of the library following procedure to be followed:

- A student must possess his/ her University identity card while making use of the Library facilities and produce the same to the Library Staff on entering the Library.

- All the users will follow the library entrance process and procedures.

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- Silence in the library should be essentially maintained.
- Use of mobile phones, loud conversation or any objectionable practices are not allowed/prohibited in or around the Library.
- Personal books, files, lab coat/apron, and articles will not be allowed inside the Library restricted area.
- The students will take care of their belongings. The library will not be liable for any kind of loss of personal belongings.
- Each library has a suggestion box outside the library and any student/faculty can put his/her suggestions for the upliftment/improvement of the library facilities.

Usage of E-resources:

- Personal Laptop/IPODS will be allowed inside the library but the users will maintain such an environment which will not disturb the others.
- Internet access permission will be provided for users having laptops.
- Computers and the Internet will be used only for academic purposes.

Disciplinary Measures:

- Reading section will provide only reading facilities of books, Journals, Magazines, and Newspapers, etc. to the users within the Library.
- Readers should work quietly and be considerate to others using the reading room.
- The library space is to be used/occupied on a first-come-first-served basis.
- Reserving of seats for colleagues friends or for future use is not allowed.
- In case of any doubt/disbelief, users/readers should allow security staff to examine their personal belongings.
- Sleeping or taking a nap is not allowed in the library.
- The borrowing facility can be restricted or suspended in case of misbehavior or misuse of the library facilities/ materials

Academic Support and Role:

- Concerned Librarian will be responsible for the fitness of all the library learning aids, assets, equipment (which include proper lighting, ventilation, air-condition, furniture, recording camera, Wi-Fi, networking, other learning resources and cleanliness).
- For any assistance, support or repair of the resources (civil, electrical, furniture, fire safety), library coordinator will contact (verbal/mail/phone call) Maintenance department and for IT-related, IT department is responsible in pertaining services and maintenance.

- Maintaining annual stock of IT resources/desktop will be done by the library staff under the supervision of the librarian.

- All buildings of the university have ramp and lift for the easy movement of all and Divyangjan (differently-abled). In case of any requirement, team maintenance will provide the service.

Laboratory and Workshop

Sharda University have excellent laboratory and workshop facilities for carrying out teaching, research, and consultancy activities in various disciplines as science, engineering, medical, dental sciences, mass communication, etc. All laboratories are air-conditioned and have a large collection of sophisticated equipment to carry out research by the faculty and the students.

Training students in a practical environment is a vital part of academic plans, considering that practical exposure is an inevitable aspect of a student's overall development regarding subject understanding and related concepts.

General Roles and Responsibilities: University is bound to create and maintain a safe laboratory and workshop environment for all the stakeholders (faculty, student, and staff). Individual involved with laboratory and workshop practices have to contribute in creating and maintaining a strong culture of safety. To this end, the University has process and procedures to enhance laboratory and workshop safety in order to minimize the risk of injury, illness or property damage.

This process and procedure document pertains to laboratory and workshop safety, where laboratories and workshop are considered as discrete space where learning activities take place, using materials or equipment that can potentially pose a health or safety hazard (hazardous chemicals, lasers, compressed gases, liquid cryogens, high powered electronic or mechanical tools; high-pressure devices, among others).

Process and Procedures: All faculty, students, staff and visitors have various responsibilities to assure their own and others safety.

- Take all appropriate steps to ensure faculty, students, staff and visitors comply with all safety requirements.

- All must use the required work practices, engineering controls and personal protective tools to reduce worker exposure to physical, biological and chemical agents. Additionally, all are also responsible for properly using university materials and equipment for exercising good judgment in safely carrying out their work by following all process and procedures. Individual working in a research group will be engaged in maintaining and creating a culture that values and focuses on safety.

- Only the required tools and necessary chemicals for the particular procedure should be in the work area.

- As compared to other areas of the University, laboratories have a high-risk environments (e.g. offices, tutorial rooms, lecture theatres, etc.) As a result, entry to any laboratory is to be restricted to individuals who are authorized by the School Dean/HOD/laboratory-in-charge. The authority shall ensure that any person given authority should follow all appropriate rules and regulation.

- School/Department will built a safety culture in their laboratory or workshop and will provide appropriate authorities and support to implement environmental health and safety programs.

- School/Department will ensure that the departments fulfill all its administrative safety obligations.

- School/Department will participate in all laboratory safety resolution process to ensure issues are resolved in a timely manner.

- School/Department will also make clear assignments of safety responsibility for shared spaces and equipment used by personnel from more than one group. When a laboratory and workshop authority associated with, can no longer fulfill the safety responsibilities, then the department will promptly assign those responsibilities to another associate.

- When laboratory and workshop space and equipment are shared among more than one department, the participating department will confer to assign safety responsibility. If the department does not agree on the appointed individual, the concerned Dean will appoint the responsible individual for that purpose

- As a condition of entry to laboratory and workshop, all individuals must complete a safety induction and must receive specific training of safety rules and procedures related to their work.

- Individuals who act contrary to the rules and procedures should be excluded from the laboratory. All individuals are always required to comply with laboratory and workshop safety rules and procedures in the laboratory and workshop..

- Laboratory or workshop associates are responsible for ensuring that the work for which they are responsible is carried out in a manner that safeguards the health, safety, and wellbeing of faculty, students, staff, and visitors in their charge. They must also ensure that all personnel who access laboratories have received the appropriate safety induction and training to enable them to undertake their work safely, and that documented records of this training are kept.

- Any faculty, staff, and student in a laboratory or workshop will have the ability to suspend their work if they believe there is a safety or environmental issue to deal with. The issue must be reported immediately to the laboratory associate or their delegate so that the issue can be quickly resolved and work can continue.

Steps for the better utilization of laboratory and workshop:

All must take personal responsibility by ensuring their own safety and the safety of others by:

- Complying with process, procedure and safety instructions including School/Departmental laboratory safety rules.

- Taking the necessary actions to eliminate or minimize the associated risk of laboratory hazards over which they have to control.

- Making proper use of all safety tools and appropriate personal protective clothing and equipment.

- Complying with all instructions given by emergency response personnel.

- Seeking information or advice before carrying out any new or unfamiliar work.

- Users, should be familiar with location, emergency evacuation procedures and use of emergency equipment.

- Appropriate dress must always be worn and used for the work being done i.e. appropriate personal protective clothing, footwear and equipment.

- Eating, storing food and drinking is prohibited in the laboratory.

- Reporting all incidents or injuries to the concerned School/department HOD/Dean.

For smooth functioning of laboratory and workshop:

- Every student must possess his/her University identity card

- Silence must be in the Laboratory and Workshop.

- Usage of mobile phones is strictly prohibited.

- All students will take care of their belongings.

- All students working in laboratories are to comply with laboratory safety rules. Failure to this may result in disciplinary action by the University.

Academic Support and Role:

- Concerned laboratory and workshop in-charge is responsible for the fitness of all the teaching-learning aids, assets, equipment's available in their laboratory and workshop (which include proper lighting, ventilation, air-condition, furniture, LCD projector, smartboard, whiteboard, sound system, recording camera, Wi-Fi,

networking, lab chemical, workshop tools, other learning resource and cleanliness etc).

- For any assistance, support or repair of the resources (civil, electrical, furniture, fire safety), school/department coordinator will contact (verbal/mail/phone call) Maintenance department and for IT-related, IT department is responsible in pertaining services and maintenance.

- All buildings of the university have ramp and lift for the easy movement of all and Divyangjan (differently-abled). In case of any requirement, team maintenance will provide the service.

Computer Lab

The University recognizes the key role that IT plays in teaching as well as research. Therefore, it is committed to providing computing facilities of the highest standards. A high-speed optical fiber network of 1.6Gbps through two ISPs with wireless redundancy allows all students to access a range of services across the campus and labs.

For smooth functioning of the computer lab:

- Inventory/annual stock register and logbook for each equipment in each laboratory to be maintained on a regular basis which is to be supervised by senior in-charge once a month.

- List of desktop/computer system and software should be kept recorded in a data sheet files/annual stock register.

- Detailed process available for operating, maintaining equipment and machines should be made available in the labs.

- Users should not break or damage laboratory equipment in any way. The responsible will be liable to bear the cost of the equipment or as decided by the HOD/laboratory in-charge.

- ICT facilities available in the lab are meant strictly for academic and research work of students, faculty, research scholars, and staff of the University and these should be monitored and maintained by the lab associate people regularly.

- Users have the authority to suspend their work if they are of opinion that there is a safety or environmental issue. The issue must be reported immediately to the laboratory associate or their subordinate so that the issue can be quickly resolved and work can continue further.

Process and procedure for maintaining the computer system:

- **Establish the perimeters:** Laboratory technician/in-charge will decide what search terms or access to websites are to be denied.

- **Set up a firewall:** Laboratory technician/in-charge will choose a network layer firewall that will deny access to sites or programs that don't fit into the University criteria.

- **Post a "Computer Lab Rules":**
  - Eating and drinking is prohibited in the laboratory
  - Downloading of software is prohibited
  - Opening of attachments is prohibited
  - Removal of equipment is prohibited
  - Access to illicit sites is prohibited

Anyone caught breaking the rules, should be removed from the computer laboratory premises.

- **Set up weekly updates or automatic updates for your lab computers**: Laboratory technician/in-charge will update (as necessary) all the required software and schedule these updates for a time when the computers are not in use.

- **Anti-Spyware**: Laboratory technician/in-charge will ensure the installation of anti-spyware program on computers and/or network.

Academic Support and Role:

- Concerned computer laboratory in-charge will be responsible for the fitness of all the teaching-learning aids, assets, equipment's available in their computer laboratory (which include proper lighting, ventilation, air-condition, furniture, desktop, LCD projector, smartboard, whiteboard, sound system, recording camera, Wi-Fi, networking, other learning resource and cleanliness etc.)

- For any assistance, support or repair of the resources (civil, electrical, furniture, fire safety), computer laboratory in-charge will contact (verbal/mail/phone call) Maintenance department and for IT-related, IT department is responsible in pertaining services and maintenance.

- All buildings of the university have ramp and lift for the easy movement of all and Divyangjan (differently-abled). In case of any requirement, team maintenance will provide the service.

Sports Facilities

Sports play a pivotal role in molding one's personality and maintaining good health. Sharda University has developed a sports-centric environment that matches international standards and gives a truly global experience for all students. There are several well-equipped sports complexes and clubs in university. The facilities are accessible all-round the year for use for all.

Sport Facilities

- Cricket Ground
- Football Ground
- Volleyball Courts
- Basketball Courts
- Badminton Courts
- Carrom Boards
- Chess Boards
- Table Tennis Tables

Sport Clubs

- Cricket
- Football
- Volleyball
- Basketball
- Badminton
- Table Tennis
- Carom & Chess

Maintenance of Support Facilities:

Monitoring and maintaining sports facilities is an important part of keeping sports complex in good condition and ready to use. Proactive sports surface cleaning is better, as it can prevent serious damages occurring and are also keeping on top of it regularly. The types of proactive maintenance for each surfacing type differ because these have individual performance and surface qualities and different needs.

- Concerned sport officer/coach/trainer is responsible for the fitness of all the sport complex/courts/equipment etc. (which include proper lighting, ventilation in indoor courts/area, poles/goalposts / respective goal nets and sitting arrangements, furniture, cleanliness, equipment fitness, ground fitness, court fitness, etc.).

- For any assistance, support or repair of the resources (civil, electrical, furniture, fire safety), concerned sports officer/coach/trainer will contact the Maintenance department.

- For preventive maintenance sports officer/coach/trainer will inspecting all the sports facility and complexes on a routine basis to identify and correct problems before they become dangerous.

- Ground marking and water sprinkles and sports equipment shall be managed at the sports office end.

- During the sports activity, grounds supporting staff will provide all the equipment to all the respective students.

- The Greenfields of all grounds should be periodically maintained by mowing and cleaning staff of Horticulture and Housekeeping.

- Painting needs pertaining to various play courts should be regularly determined and the painting to be done on a regular schedule or whenever required.

- All electrical equipment to be maintained by the maintenance department, whether it is a distribution pole or a breaker box for controlling a sports complex electrical power supply. Professional engineers, electricians, and workers from maintenance are responsible to determine preventive maintenance. The distribution of light across the sports complex area should be reasonably uniform, to make the visibility clearer and more suitable for all to explore their potentials. LED lighting should be installed all over the sports ground and courts to help to reduce energy consumption.

General Guidelines

- Leather shoes or sandals are not allowed in the court
- Students are required keep the court/ground neat and clean
- Student should not drag the chairs, tables and other things
- No eatables are allowed.
- Chewing of gum is strictly prohibited.

Auditorium

The auditoriums at Sharda are up to date with state-of-the-art multimedia systems which can be used for presentations, seminars, fests, and other academic events. The auditorium is well equipped with all ICT and essentials.

Maintenance of Auditorium and Role:

- Custodian of the auditorium is responsible for the fitness of all the auditorium assets and equipment etc. (which include proper lighting, ventilation, sitting arrangements, furniture, equipment fitness, desktop, sound system, recording system, smartboard, whiteboard, LCD projectors, cleanliness, etc.).

- For any assistance, support or repair of the resources (civil, electrical, furniture, fire safety), school/department coordinator will contact (verbal/mail/phone call) Maintenance/Housekeeping department and for IT-related, IT department is responsible in pertaining services and maintenance.

- Groups/faculty members, after using the auditorium are responsible for leaving the area in the condition that it was accepted. This includes removal of trash and recycling of all recyclable materials (p0aper, plastic bottles, aluminum cans, etc.). Clean up shall be done immediately after the program in preparation for the next scheduled event.

- Equipment utilized must not be damaged/broken. Members using the auditorium are responsible for any damage noted after the program.

- The auditorium has digital technology equipment. The sponsor must plan for audio/video/visual needs in advance of the program. The appropriate sound level for audio will be determined and followed.

- All films must be licensed by an authorized distributor before the film/clip can be used for a public screening. The showing of films must follow copyright law.

Safety Guidelines

- All the auditoriums are controlled by the fire, smoke, fumes or panic. No exit area will be blocked with equipment or persons. Extra chairs may not be brought into the auditorium.

- Eating and drinking should not be permitted in the auditorium.

- Catering (eating/drinking) must be arranged, outside the auditorium

- Any faculty, students or staff in an auditorium will have the ability to suspend the work if they believe there is a safety or environmental issue to deal with. The issue must be reported immediately to the concerned (security, maintenance, fire safety).

Moot Court

A Moot Court is a simulated hearing of court proceedings in an area of law. It aims at bridging the gap between theory and practice by giving law students the chance to act as representatives for fictitious parties in a case in court, to negotiate a case and thus attempt the work of an attorney. Moot Court Competitions (MCC) are a great opportunity to improve student's legal knowledge, as well as to prepare and train for proper and successful acting in courtroom, the use of rhetoric, gestures, speaking without notes, increase self-confidence and intellectual flexibility.

Facilities-Learning Support:

To facilitate the students in moot presentation, the University has a special moot court hall equipped with all modern amenities. To accelerate mooting activity in its right spirit and manner the University has encouraged the participation of the students from the very first year to various moot court competitions. Expert lectures on the moot court and mooting skill are also organized to put forth its efforts in this area. Various intra-class moot court competitions are held to give students in house training in this field.

Moot Court facility

Moot Court is situated in Block 7 for the students to have regular courtroom exercises under the guidance of concerned faculty/practicing lawyer.

- **Lawyers' dress:** Formal dress code is an essential mandate inside the courtroom. Moot court is a platform which will guide to face business professionals in future and are to present the best possible manner before eminent jurists. At least 2 sets of professional dresses are kept in the moot courtroom for the mooters.

- **Co-curricular facilities:** The University Law school facilitates moot court exercises, community research programs. Numerous workshops and seminars inviting Judges/ Advocates/Social scientists are conducted to deliberate public participation.

Etiquette and Student Behavior Guidelines:

- Every student must possess his/her University identity card.
- Attend moot session as and when required.
- Respect instructor/faculty member.
- No private or unnecessary conversation and similar objectionable practices are allowed in or around the moot court.
- Use of mobile phones is strictly prohibited.

- The students are responsible to take care of their belongings. University will not be held responsible for any kind of loss of personal belongings.

Disruption: Disruptive behavior in the moot court is defined as repeated, continuous or multiple student behaviors that prevent an instructor/faculty member from teaching and/or prevent students from learning. Examples of disruptive behavior include but are not limited to: persistently speaking without being recognized or interrupting other speakers, harassing behavior or personal insults, and/or using or playing with electronic equipment such as cell phones and iPods in the moot court.

Resolving Disruptive Behavior: The primary responsibility for managing the learning environment rests with the faculty.

- If the student behavior is found irritating, but not particularly disruptive, the faculty member should consider talking with the student privately after the moot session.

- If it is necessary to deal with a student's behavior, the faculty member should calmly but firmly inform the student that the behavior is disruptive and ask that it be stopped.

- If the disruptive behavior continues during either the present or in future moot session, the faculty member should warn the student (perhaps in private) that such behavior may result in student conduct action. Example: warn about talking if disrupted again in this manner, refer to the Academic Dean's Office/proctor for student conduct action.

- For any misbehavior, if the student refuses to leave the said area after being instructed to do so, it should be informed that this refusal is a separate instance of disruptive behavior subject to additional student conduct action.

- If the student continues to refuse to leave the said area, the instructor may choose to adjourn the session for the day or call security and have the student removed.

- If the faculty member suspects that the disruptive behavior indicates distress of some kind, it is appropriate either to ask the student to seek assistance via the mentor or to contact the school Dean/HOD.

- Faculty members are encouraged to keep a log of the date, time, and nature of all incidents of disruptive behavior and any meetings they have with the student. They should document incidents immediately, while specifics and details are still fresh in their memory.

- If the faculty member has removed the student from the moot court, the student will need to attend a meeting with the faculty member and Dean/HOD to discuss

the behavior. At this meeting, expectations will be provided to the student about future moot session behavior. The Dean/HOD will issue a letter to the student that summarizes the meeting and states that any further moot court disruptions may result in permanent withdrawal from the course.

- If the student continues the disruptive behavior, and the faculty member wishes to remove the student permanently from the course, there will be a meeting with the student, faculty member, and the Dean/HOD. At that meeting, the student will be told that he/she is being permanently withdrawn from the course. The student will receive a letter from the Dean/HOD office indicating that they are removed from the course.

- Students who have been found responsible for multiple violations of the student code of conduct may be subject to additional disciplinary action, which could include suspension or dismissal from the University.

Academic Support and Role:

- Concerned school is responsible for the fitness of all the teaching-learning aids, assets, equipment's available in Moot Court (which include proper lighting, ventilation, air-condition, furniture, LCD projector, smartboard, whiteboard, sound system, recording camera, Wi-Fi, networking, other learning resource and cleanliness, etc).

- For any assistance, support or repair of the resources (civil, electrical, furniture, fire safety), school/department coordinator will contact (verbal/mail/phone call) maintenance department and for IT related, IT department will take part in pertaining services and maintenance.

- All buildings of the university have ramp and lift for the easy movement of all and Divyangjan. In case of any requirement team, maintenance will provide the service.

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Registrar
Submitted for knd consideration of
approval. RM Mehra 12.9.2019

Approved by VC

13.9.19

V.C.

Vice-Chancellor
Submitted for your
final consideration and approval
R.M. Mehra
12.9.2019

5/10/19