

4.4.2: There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

MCET has established meticulous systems and procedures for preserving and utilizing physical, academic, and support facilities, which include the laboratory, library, sports complex, computers, and classrooms. These methods and procedures ensure that these facilities are managed efficiently and optimally.

LABORATORY MAINTENANCE

All the equipment and machinery of the laboratories are periodically maintained by the lab technicians. If the equipment/machinery is to be serviced during the warranty period, the supplier of the equipment/machinery will be intimated about the repair, and it will be serviced either in-house or in the supplier premises based on the nature of defect. If the equipment/machinery requires servicing after the warranty term, the technical staff attached to the respective laboratories service the equipment/machinery to the greatest extent possible. When it becomes unusable, they notify the faculty in charge of the laboratory, who conveys the situation to the HoD, who arranges for to be repaired.

MCET adheres to strict safety protocols to ensure the well-being of students and faculty in the laboratory. This includes providing safety equipment, conducting regular safety training, and implementing proper disposal procedures for hazardous materials. Laboratories are utilized for practical sessions, experiments, and research activities as per the curriculum. Schedules are prepared, and equipment is allocated accordingly to ensure smooth functioning and maximize utilization.

LIBRARY MAINTENANCE

Central library follows a systematic process for the acquisition, cataloging, and organization of resources. This includes regular assessment of the collection to ensure it meets the needs of students and faculty. The library provides user-friendly interface and trained staff to assist students and faculty in accessing library resources. There are established borrowing policies, interlibrary loan services, and reference assistance to support research and academic needs. The library is well-maintained with regular cleaning, shelving, and preservation activities. Damaged books are repaired or replaced, and the seating area is organized for comfort and conducive study environment.

COMPUTER AND ACCESSORIES MAINTENANCE

Due to the large number of computers and networking, a separate team ITES (Information Technology Enabled Services) looks after the maintenance of computers and the networking. They maintain the computers and other associated accessories periodically and updates the OS (operating system) whenever it is demanded by the department. ITES maintains the break down maintenance form after rectifying the issue raised by the department.

CIVIL MAINTENANCE

Cleanliness & daily maintenance of the interior facility (classrooms, laboratories, library, hallway, and staircase) is done by housekeeping team of the institute under the supervision of the college maintenance engineer. The people appointed for maintenance of infrastructure, will report to the civil engineer of maintenance wing, any breakages and other maintenance requirements, and civil engineer arranges to get them rectified. Fire extinguisher maintenance is outsourced since refilling of the cylinder is done once in a year. The drinking water facility to the entire campus is through RO plant with capacity of 3000 liters/hour. Further there are about 35 nos. of water purifiers to supply drinking water at various service points. The RO plant and water purifiers are maintained by AMC.

ELECTRICAL MAINTENANCE

The Power supply, Generators and Electrical Repairs are handled by the electrical engineer supported by electricians to facilitate the campus with reliable electric power. The power is supplied by the Tamil Nadu Electricity Board with a peak load of 750 kVA, and it is augmented by six diesel generators capable of giving a backup power of 1377.5 kVA. The generators are maintained as and when the repair occurs, on a call basis; the day-to-day maintenance is done by the technical staff attached to the electrical maintenance wing. There are 21 UPS systems of 650 KVA capacity in the campus, for server rooms and the lab equipment needing uninterrupted power supply. They are normally maintained by an AMC. In case of maintenance of electrical fittings, department infrastructure co-ordinator communicates the maintenance issue to the electrical maintenance wing and they solve the issue and it is recorded by them in their maintenance register.