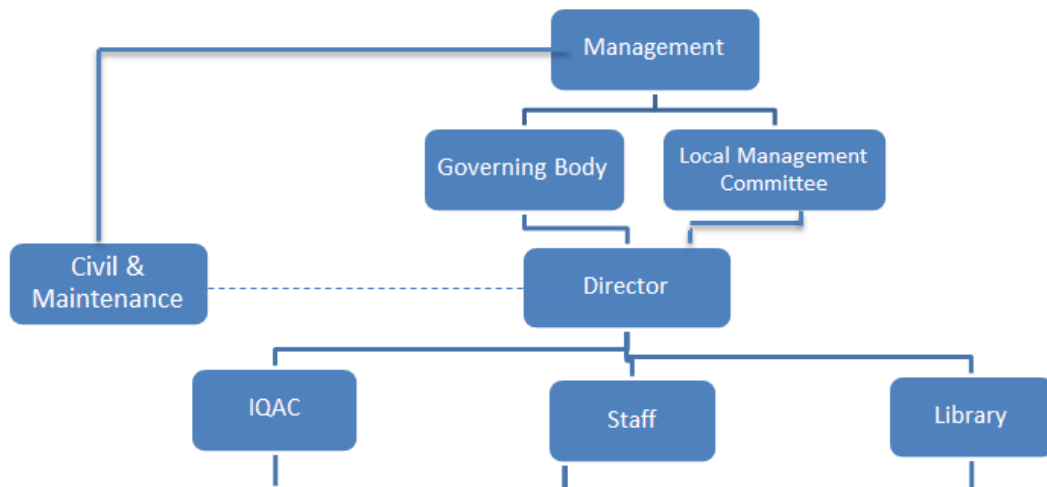


Maintanance Policy

Maintenance Policy

There is very unique system and procedure for maintaining and utilizing physical, academic and support facilities – laboratory, Library, sports complex, computers, classrooms, equipments etc. All the colleges including K.R. Sapkal College of Management Studies is working under the umbrella of Kalyani Charitable Trust’s Sapkal Knowledge Hub. The trust has separate ‘Civil And Maintenance Department’ which is common to all the colleges, and is headed by Mr. Nivrutti Salunke. Regarding IT and Computer related work, Mr. Pratik Dhanage, shoulders the responsibility. Thus the ‘Civil and Maintenance Department’ shoulders the complete responsibility of all the civil and maintenance work.

The organisational structure is as shown below:



Any requirement regarding civil work, repair or maintenance work related to any infrastructure, as and when required, is noted in the Maintenance register by the person who is facing the problem or need. Then the requirement is intimated to the Civil and Maintenance Department via ‘Inter-office Communication’. A sanction is obtained for the required work and then the work is taken care by the Civil and Maintenance Department. Intimation is given by the department to the college, upon completion of the work and the registered is signed by the concerned person who has completed the work.