



BISHOP ENZIGER COLLEGE

OF NURSING

Accredited by NAAC,

Member of United Nations Academic Impact Program

Approved Research Centre of Kerala University of Health Sciences



4.5.2 - Policy for Maintenance Committee



BISHOP BENZIGER COLLEGE OF NURSING

(Accredited by NAAC with B grade)



Policy for Maintenance Committee

Purposes

To have a maintenance committee for overseeing the maintenance needs of the college.

Objectives

- To assess maintenance needs of the college.
- To monitor the inclusion of budgetary provisions in the annual budget of the college.
- To manage documents related to maintenance activities.

Terms of Reference

- Committee will meet once in a year.
- To review the maintenance activities and needs of the college.
- Committee shall seek the reports presented as a part of non-teaching staff meeting to ensure the effectiveness of maintenance activities

Committee constitutes the following members.

Principal

Administrative Officer


Staff In-charge of maintenance

Staff In-charge of housekeeping

Staff In-charge of transportation

Staff In-charge of IT




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