



OFFICE OF THE PRINCIPAL

MOIRABARI COLLEGE
MOIRABARI :: MORIGAON :: ASSAM
PIN-782126

NAAC Grade B++

Phone: 94356-50674 (M)

Memo No.MC/

Date: 11-11-2020

From:- *Dr. Samsuddin Ahmed, M.Com,LL.B,Ph.D*
Principal & Secretary
Moirabari College, Moirabari
E-Mail: principalmoirabaricollege@gmail.com
Website: www.moirabaricollege.ac.in

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

The procedures and policies for utilizing various facilities vary in different extents. The classrooms are allotted to different courses as per the central class routine. These rooms are also used exclusively during the examination time, as decided by the individual examination committees constituted for different examinations. However, for external examinations (which are normally held on Sundays), the college obtains a centre fee, that varies from time to time. The policies for using the college library are mention in detail in the college prospectus. The computers and other ICT tools in the different academic departments are used by the academic staff and the students. These tools are used for both administrative as well as academic purposes. There is no specific policy devised for such usage. It is used by the college fraternity as and when required. The college canteen is monitored by a Hostel Canteen Management Cell, which takes care of the qualitative aspects of the canteen. The canteen functions on a lease basis with private partners. Laboratories in various departments function under the control of the respective departmental heads. The laboratory bearers are responsible for maintaining the laboratory facilities, under supervision from the departmental heads. There is a Sports and Games Promotion Cell for maintaining the sports infrastructural facilities. The Hostel Canteen Management Cell of the college looks after the management aspects of the hostel. A lady warden is given the responsibility of maintaining and managing the day to day affairs of the hostel. The Gymnasium is under the supervision of a Gymnasium Instructor. The day to day general cleanliness of the classrooms, toilets and campus is assigned to Safai Karmachari. A silent diesel generator set is used during electrical load shedding.


11/11/2020

Principal
Moirabari College
Moirabari, Morigaon, Assam
Principal
MOIRABARI COLLEGE
Moirabari, Morigaon, Assam