



VELAMMAL MEDICAL COLLEGE

HOSPITAL AND RESEARCH INSTITUTE

MADURAI - 625009

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

VMCH&RI has established fool proof system of maintenance of physical & academic support facilities. Infrastructure is properly maintained by applying Standard Operating Procedures. Academic assets such as classrooms, Laboratories and all clinical facilities are utilized optimally. Our campus is disabled friendly. It has adequate lifts, ramps, reserved car parking and wheel chairs.

Maintenance of Physical Infrastructure:

The Maintenance Committee, headed by the Head of Institution monitors maintenance and utilization of all facilities -laboratory, library, sports facilities, computers, classrooms & other facilities.

It has cardinal responsibility of planning, purchasing, condemning and administering use of physical resources. It carries periodic checks to ensure proper upkeep of the infrastructure.

Fulltime Project Engineer is designated to oversee maintenance of buildings, classrooms and laboratories. He is accompanied by team of Carpenters, Electricians, plumbers, and Gardeners to do the maintenance of the campus.

Civil and Engineering Maintenance Departments which is headed by a qualified senior engineer who is responsible for maintenance of all buildings, roads water supply and new construction. It undertakes regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing maintenance of rest rooms, approach roads and ensure cleanliness of the entire premises.

Engineers and Technicians Maintain electrical supply, all electric appliances and gadgets, distribution of lines, cables, panels, transformers and diesel generators. Solar plant facility (10 MW) is installed in campus

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Laboratory and Equipment Maintenance is done by **Biomedical Engineers**. Equipment's are covered under AMCs for ensuring optimum working condition. Maintenance of High-end and sophisticated equipments is done through AMCs entered with the authorized agencies/manufacturers only. Labels are pasted on equipments, detailing date of service & due date of next service.

Every departments maintain stock register & log book for proper record keeping. verification of stock is done at the end of every year. HODs periodically report to the Head of Institution on requirements of repairs and maintenance. Laboratory technicians maintain laboratory records ably supervised by HODs. **Building, equipments are insured for fire and burglary damage.**

Housekeeping and Sanitary Departments take part in cleaning of the hospital, office building, Classrooms, Staffrooms, Seminar halls, Laboratories, hostels, wash rooms, roads and pavements. Wash rooms and rest rooms are properly maintained. Dustbins are kept at various places in campus. Campus Green Cover is well maintained.

Computers- College IT Department monitors technical issues related to computers. It ensures regular updation of IT facilities. SOPs are in place for maintenance of IT infrastructure. Round the clock security is provided and monitored through surveillance Cameras.

Library- College has a library with a total area of 2969 sq.m and seating capacity of 400. It's having adequate number of books, Journals and reference books. It organizes workshops, training programs for students regarding use of various available e-resources of Library. Every department has a departmental Library. Library committee resolves schedule of issue/return of books etc.

Sports: Committee along with engineer arranges maintenance of Badminton court/TT boards /Gym/Basket Ball/Carom boards etc in campus. Maintenance committee meets to discuss and suggest measures to improve overall maintenance.

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