



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

MAINTENANCE POLICY

The Maintenance Committee of Thamirabharani Engineering College is intended to maintain a safe and healthy environment with a fully integrated team and a maintenance system through regular inspections, follow-up and enforcement to ensure in grooming our students to serve as an effective and responsible citizens of our Nation.

The maintenance Coordinator coordinates the team and he is over all in charge of the maintenance of infrastructure. He is assisted by six maintenance committee members from various department. Besides regular maintenance work, any major repair or renovation work is reported to the Management through the Principal, and outsourcing from appropriate agencies is done, if needed.



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)

Chathirampudukulam, Chidambaranagar - Vepemkulam Road

Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

To maintain and upkeep the infrastructure campus facilities and equipment, following activities are taken by college.

Maintenance of Physical Facilities

The coordinators with a team of members monitor the maintenance and cleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities, staff lounge, students amenity areas, cafeteria and hostel buildings. Transport facilities are monitored and maintained by the coordinators and his support staff. Annual maintenance of all vehicles is done promptly at the end of the academic year.

Maintenance of Classrooms, Furniture, Seminar Halls and Auditorium

Classrooms with furniture and teaching aids are maintained by the respective block class room staff in-charges attendants and supervised by the respective coordinators.

Seminar halls and auditorium are maintained under the control of the staff in-charge and the college electrician. The cleanliness is taken care of by the housekeeping team. Effective utilisation of seminar halls and auditoria for organizing academic meetings, seminars, conferences and cultural events is made. Repair and maintenance of assets are undertaken on need basis.


PRINCIPAL

THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar-Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

For accessing the facilities, the organizing faculty/staff member submits an application to the staff in-charge, through HoD the date of event is registered and the halls are accessed on priority basis.

Maintenance of Laboratories & Lab Equipment

The laboratory staff in-charge and technician take care of their respective laboratories. The laboratory staff in-charge report to the Head of the Department periodically for all the maintenance works.

All major repairs are identified and external expertise sought for maintenance of equipment wherever necessary with the permission of the Principal.

Standard operating procedures for all high end equipments are made available to the users. In campus users register in the log books and are responsible for the safe handling of the equipments.

Breakage and repair if any are reported to the Head of Department or the concern Lab in-charge as the case may be and suitable measures are taken for speedy functioning of the equipment. Breakage of glassware intended for use by students is entered and charges levied based on the cost of the equipment payable by the students at the end of the year.



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

Department wise laboratory stock registers are maintained by the concerned laboratory staff In-Charge under the observation of Head of the Department.

Maintenance of ICT Facilities

The annual maintenance includes the required software installation, antivirus and up gradation. To minimize e-waste, electronic gadgets like projectors, computers, printers, photocopiers are serviced and reused. Campus Wi-Fi is maintained by respective campus computer lab technicians.

Maintenance of Sports and Games Facility

Great importance is given to sports in Thamirabharani Engineering College besides academic activities. Students can get relieved of mental stresses and focus on physical activities. Sports activities help the students to keep them physically, mentally, emotionally and intellectually fit. Our college provides a good platform for the students to get acquainted with both indoor and outdoor games.

The sports equipment, fitness equipment, ground and various courts in both the campuses are supervised and maintained by the sports coordinator and staff in-charge of Physical Education Department respectively.



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepenkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

Ground level maintenance is done weekly. Expensive equipments in the fitness lab are maintained through Annual Maintenance.

Maintenance of Campus Cleanliness

Cleaning of the campus areas in both campuses including the academic and administrative buildings is performed daily in the morning before the regular classes begin with the help of the housekeeping team. Toilets are cleaned twice every day. The whole campus areas in various blocks are maintained by the respective block coordinators and staff in-charges.

Maintenance of Annual Stock Checking

Annual stock checking of lab equipment, stationery, ICT facilities, sports items and all assets and reporting of repairs is done by designated coordinators and staff in-charge as a year ending activity and the consolidated report is submitted to the principal to take up necessary actions if required.

Replacement of Equipment/ Electronics /Computers

The maintenance comprises actions that are carried out to replace worn out assets. To avoid e-waste the outdated electronics /computers are



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

put on buy back as per norms and new items are procured. Outsourcing is done, whenever necessary, for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband, updating of software by computer hardware technician.

Maintenance and Utilization of Library and Library Resources

The library staff is clearly instructed in the care and handling of library assets, particularly during processing, shelving and conveyance of documents.

Dust should not be allowed to deposit on the books, Journals and articles. Cleaning should be done regularly and carefully.

The maintenance of the reading room and stock verification of library books is done regularly by library staff.

Maintenance of Hostel & Mess

There are two hostels, one for boy students and the other for girl students, in the college campus Hostel rooms are allocated to students on the basis of their application; the applications are processed on merit basis..



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

They are encouraged to participate in sports, games and cultural activities. The hostels maintain strict rules and regulations of discipline for its smooth running.

Maintenance and Utilization of College Buses

The College buses are maintained by the transport coordinator, staff in-charge and his supporting staffs. Annual maintenance of all vehicles is done promptly at the end of the academic year; the repairs of the vehicles are outsourced, whenever necessary.

Maintenance of CCTV

The College has installed multiple CCTVs on the campus. The equipment inspects every month and minor repairs & maintenance checks are taken care of by coordinator and his team members, also outsourced, whenever necessary.

Maintenance of power house:

Following SOP is followed for uninterrupted power supply in college premises.

- Checking diesel in storage tank daily and Replenishing stock of diesel.
- Checking distilled water level in radiator daily, and if any shortage is found, it is refilled.



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

- Checking lubricant oil and specific gravity of distilled water of batteries.
- Cleaning the Radiator fan belt, generators daily.
- Maintaining load balance in three phases of generators, painting plinths and machines for every one year.
- Registering the number of working hours of each generator.
- Checking earth resistance and watering the earth pits weekly.

Maintenance of other amenities

The campuses are equipped with 24/7 safe and adequate drinking water supply using water purifiers under Annual Maintenance Contractor.

Fire Extinguishers are provided in different locations of the building for safety purpose. Coordinator and Staff in-charge maintains a list of Fire Extinguishers along with the type and location. Frequency, due date and completion of refilling are recorded in the same.

Maintenance of Garden

In TEC we are maintaining the garden through regular activities such as watering, thinning, weeding, fertilizing, mulching, composting, and monitoring for pests. These activities promote healthy plants by providing for their needs.



THAMIRABHARANI ENGINEERING COLLEGE

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)
Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

This sprawling campus provides a holistic education in an ambience that makes no compromise on discipline, dedication and commitment.

Emergency Maintenance

Day to day maintenance includes daily running repairs, like replacing light bulbs, repairing water leakages - leaking water pipes, taps, valves and cisterns, cleaning blocked drains, repairing locks and door handles and other minor repairs that necessitate day to day maintenance checks are taken care of by the coordinators and his team members.

In the College premise, we ensure the congenial learning environment for the benefit and welfare of the students through the proper maintenance of all Physical, Academic and Support facilities.


PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.