



INTERNAL QUALITY ASSURANCE CELL (IQAC)

Rajasthan Shikshak Prashikshan Vidhyapeeth
(THE SPIRIT OF QUALITY & EXCELLENCE)

A Unit of B.Ed., Shikshashastri & B.A.B.Ed. College



NAAC "B" GRADE ACCREDITED

Affiliated to UOR & JRRSU - JPR and Recognized By: NRC-NCTE

SHAHPURA BAGH, AMER ROAD, JPR (RAJ.) 02.

Tel : 0141- 2671967, Fax : 2670724, Email : info@rspv.org, www.rspv.org

Maintenance Policy for Resources

Maintenance policy of Sports Facilities:-

- Maintenance is a set of process and practices which aim to ensure the continuous and efficient operation of machinery and equipment.
- For this purpose Rajasthan Shikshak Prashikshan Vidhyapeeth has a regular basis maintenance system in which buying and maintenance of existing facilities in every session.
- In every year principal audited stock register properly and consult with Physical instructor for repairing, replacement and discussion for new sports material.
- Sports material is issued to every team of college after proper entry in issue register and students team will timely submitted it.

PRINCIPAL
Rajasthan Shikshak Prashikshan Vidhyapeeth
Shahpura Bagh, Amer Road, JAIPUR



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Library:-

- Library is maintained by keeping and displaying everything including books, Journal, Newspaper, Furniture etc.
- For that librarian and five helping staff is always ready for keeping books clean and covered.
- Librarian leaves books upright and firmly supported on shelf when shelving or retrieving.
- For maintenance of books librarian use red string to tie up books with the following types of damage; broken joints loose boards, broken sewing, detached.
- Students are instructed regularly for not writing on books or journals.
- Books issue and returned system are there. Every student can issue to books at a time and they have to submit that books within 7 working days.
- If student is not submit their issued books on time then library will impose 5/- rupees fine per day.
- If any book damaged by student then student have to binned it and submit in college library.

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Labs:-

- Vidhyapeeth running labs and workshops.
 - (1) Technology Lab
 - (2) Psychology Lab
 - (3) Language Lab
 - (4) Geography Lab
 - (5) Computer Lab
 - (6) Science Lab
- All labs are implemented in the Vidhyapeeth and well decorated.
- Along with daily cleanliness, all these items are carefully maintained.
- All students are instructed regularly to use lab equipment by lab incharge.
- Stock register of all labs audited every year by Principal and identify how much instrument is damaged, not working and required new instruments.
- If any instrument is damaged then we send this instrument to the Vander of Concern Company. We will entry this damaged instrument in stock register and when it returned then re-entry in stock register after verifying the working of instrument.
- If we found that we can't repair any instrument then we submit this instrument in solid waste department.

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Computer Labs:-

- Computer lab is equipped with 45 computers and it is well furnished.
- Keeping computer in well condition lengthens the life of computer both internally and externally.
- Computer lab incharge maintain all cable through a panel of cable clips.
- To avoid over charging unplug all cables after proper cleaning and dusting is in daily basis.
- Computer is well organised operating system and data.
- Lab incharge remove unnecessary download programs and files from computer and then use antivirus regularly.
- For safety of computer from others password is used by computer operator. Back up of all data are available to found files.
- Helpers are available to clean or remove dust from vents and fans. In every session college buy important material related to computer Lab.
- All computers are well functional and used by students.

Principal
Rajasthan Shikshak Prashikshan Vidyapeeth
Shahpura Bagh, Amer Road, JPR



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Class Rooms:-

- Class rooms are place where students and teachers are interacting directly. So students are instructed are interact directly.
- So students are instructed regularly by teachers that they have to well maintain their classes.
- Cleaning is regular by helpers in daily basis and dustbins are available for waste.
- Blackboards are painted in every session. Well maintained furniture is available for students to sit properly.
- We have four smart classrooms for students to develop ICT capabilities.
- When students present their performance teacher guided them to use equipment properly but if any equipment found is in a damage condition incharge call contractor to repair those items.

Adarsh