

JAYOTI VIDYAPEETH WOMEN'S UNIVERSITY, JAIPUR

Systems and Procedures

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

University ensures regular maintenance and upkeep of all physical, academic and support facilities. University has an in house workshop with fabrication machine and all necessary equipments where the maintenance work is carried out by on roll recruited trained experts. University has empanelled workshops also where maintenance is done in case of outsourcing.

University has a technically advanced server room and qualified experts to provide regular support services for the maintenance of computers, LAN, servers, printers, projectors, scanners, laptops and biometric attendance system. They also ensure the allotment of Wi-Fi passwords to individual students and faculty members.

University has its own fleet of fulltime plumber, electrician, sweepers and gardeners to maintain the lawns and flora of the University. Full time caretakers are appointed to ensure the cleanliness, hygiene, sanitation, water supply, electricity and security. A full time dedicated team of experts takes care of the 4 units of 500kw automated generators installed in the University for Uninterrupted Power Supply round the clock.

Furniture and equipments are purchased, made and repaired on regular basis as per the requirements. University has a fire management system comprising of ample number of fire extinguishers installed all over the campus area including hostel.

Server room and Department of Computer Science enduringly calibrate, upgrade and repair the hardware and software facilities available in the computer laboratories. Outdated hardware is auctioned, donated, displayed or disposed off after following the proper procedure. The softwares are changed/upgraded as per the requirements.

Library is maintained by dedicated library in-charge, book lifters and other supporting staff. Books are counted and checked for any wear and tear on Sundays and other holidays. In case of any damages it is timely repaired.

Laboratories are maintained by their respective in-charges and support staff. They take care of any reduction or damage to the material used in the lab. All the material is timely refilled, replaced and repaired.

University has full time civil construction staff that takes care of any damage to the building, floor tiles, paint etc. Transport manager and supporting staff takes care of fleet of transport. All the vehicles are timely cleaned and serviced. Their insurance and pollution check is also renewed well on time.

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Sports facilities, seminar halls, gymnasium, mess and all other support facilities are also maintained well by the designated support staff. The equipments used here are serviced on a regular basis.