

Procedures and policies for maintaining and utilizing physical, academic and support facilities

Maintenance of Campus infrastructure (buildings, classrooms and laboratories)

The infrastructural facilities of the Institute are maintained by the Engineering and Maintenance Department (EMD). The EMD has two sections: (a) electrical and (b) civil inclusive of motor rewinding and welding unit. The EMD looks after the maintenance and repair of buildings, classrooms and laboratories throughout the year 24 x7. Adequate staff is appointed for maintenance. A well-equipped workshop is available. Usually no external personnel are required, except for major constructions which are handed over to contractors after tenders are floated.

When individual departments require any civil engineering or electrical work to be done, they send in their requests to the EMD, which immediately attends to the same. Any major repairs which require financial expenditure are first sanctioned by the Secretary of KHS and then attended to the EMD.

All the buildings are insured for fire and earthquake damage every year.

Campus specific initiatives which have been undertaken to improve the physical ambience:

- Gardens have been developed wherever vacant space was available in the campus. The whole campus is under green cover and no space is left open without tree cover except roads and lawns.
- Building painting and repair is undertaken once in 5 years for maintenance of the buildings.

Maintenance of equipment

There are two Bio-Medical Engineers in the Equipment Maintenance Department who cater to all the repair calls of equipments. In case, they need the help of the Company Engineer, he is called. All equipment which are sensitive are covered under Annual Maintenance Contracts and Comprehensive maintenance contract. For other services, tenders are floated and annual rate contract is finalized with the service provider and trouble free service is ensured.

Library Procedures

There is a library advisory committee comprising of nine members, including the Dean, Officer in Charge of library, Officer In-charge, Technical, Librarian, Faculty representing pre, para and clinical departments. The advisory committee reviews the working of library, takes decisions on policy matters, making the library more student friendly, annual expenditure, budget allocations for books to different departments and planning on future development.



Various book bank schemes are available for the economically weak students under which text books are given to the students for their whole term as follows:

- 1 MUHS Book Bank Scheme for Economically Backward Students
- 2 Social Welfare Dept., Govt. of India: For SC/ST students those who are beneficiaries of Govt. of India Scholarship scheme and income of whose parents' are not exceeding Rs. 2,00,000/-
- 3 Needy Students Library for all students
- 4 Dr. Anand Karkhanis Book Bank Scheme for all students

Hospital Information System

Hospital Management Information System (HMIS) has a maintenance contract for updating applications. Electronic Medical Records System (EMR) is in built in the application itself and gets automatically updated. Digital diagnostic and imaging systems including PACS is under annual maintenance contract with the vendor.

