

10 YEARS
OF UNIVERSITY
RECOGNITION
20 YEARS OF
ACADEMIC
EXCELLENCE



REVA
UNIVERSITY

Bengaluru, India



SOP's FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC SUPPORT FACILITIES

Rukmini Knowledge Park
Kattigenahalli, Yelahanka, Bengaluru – 560064
www.reva.edu.in

Policies and Procedures for maintaining and utilizing Physical, academic and support facilities.

Policy Details:

University has established systems and procedures for maintaining and utilizing Physical, Academic and support facilities. University has regular maintenance and periodic replenishment of essential facilities.

University policy is to have an effective mechanism for the upkeep of the infrastructure and other facilities as to have optimum utilization of the facilities in order to have effective University functioning.

Systems for Maintenance and Utilization:

- Budget provisions are made for new as well as old facilities, repairs and maintenance. Departmental budget by office and library is made available every year.
- An establishment/repairs and maintenance committee is formed. Registrar is the chairperson
- University Development Committee is also formed for overall planning and development of the college.
- School requirements for new purchases and maintenance of old is collected every year and approved in the University Development Committee meeting.
- Stakeholders' suggestions are also considered.
- Office interprets and analyses the requirement based on necessity, urgency, available funds and budget is given to each School.
- Depending on the availability of funds, requirements are fulfilled by the establishment committee under guidance of Registrar.
- The Directors of the Schools of the University takes a periodical review of repairs and maintenance requirements of their respective Schools.
- The University has an annual maintenance contract (AMC) for physical facilities



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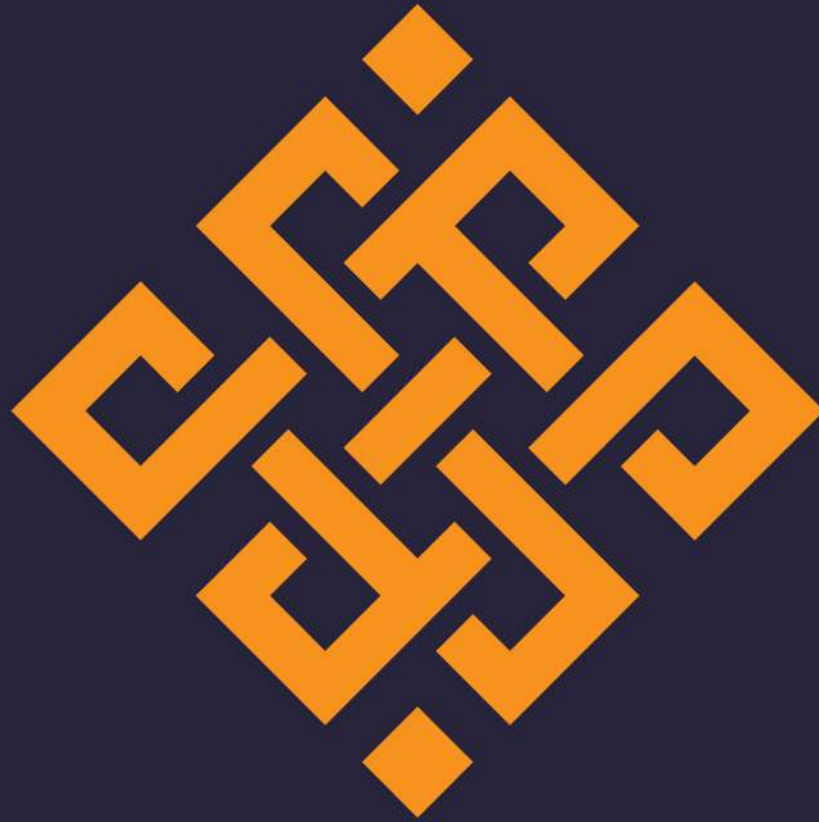
and equipment is maintained on regular basis.

- ISO 9001:2015 Certification auditors certify the proper maintenance and utilization of all the facilities in the University.

REVA University ensures optimal allocation and utilization of the available financial resources for the maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received by University as per the requirements in the interest of students.

Registrar

Registrar
REVA University
Bengaluru - 560 064



REVA
UNIVERSITY
Bengaluru, India

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