LANDSCAPING WITH TREES AND PLANTS

Landscape of the college is worth seeing and reflects artistic sense. The institute has a covering of trees and plants to make the environment pollution free to preserve the health of all the inmates. The lawns and the trees provide shade and beautiful ambience. Utmost care is taken to develop and maintain green landscaping by trained gardeners and supervisor. The Green audit committee constituted in the college looks after the development and maintenance of the greenery in the campus.

The paperless office is maintained by executing following activities.

- 1. Most of the notices are announced through the PA system.
- 2. Minimal printing that too on both sides of papers.
- 3. Students' feedback/response/data collected through Google forms
- 4. Wi-Fi facility has also enabled to making more of paperless activities.
- 5. Communication among the teachers and office are done through Whatsapp group and emails.

All departments and clubs have their own email accounts

- The use of paper is greatly reduced by maintaining E records.
- The college always maintains to minimize the usage of paper.
- Circulars and notifications are forwarded to the staff members and students via
- Email and in recent times through social media like Whatsapp.
- The admission process with registration of the students for generating permanent registration number and filling of examination form is completely online.
- Staff members are encouraged to reuse the blank side of the used paper.
- The office staff have been provided with sufficient computers and worthy part of the official records are maintained through soft copies.









