



SACRED HEART COLLEGE, CHALAKUDY

(AFFILIATED TO UNIVERSITY OF CALICUT)
THRISSUR, KERALA - 680307

NAAC SSR 2016-21

CRITERIA - IV

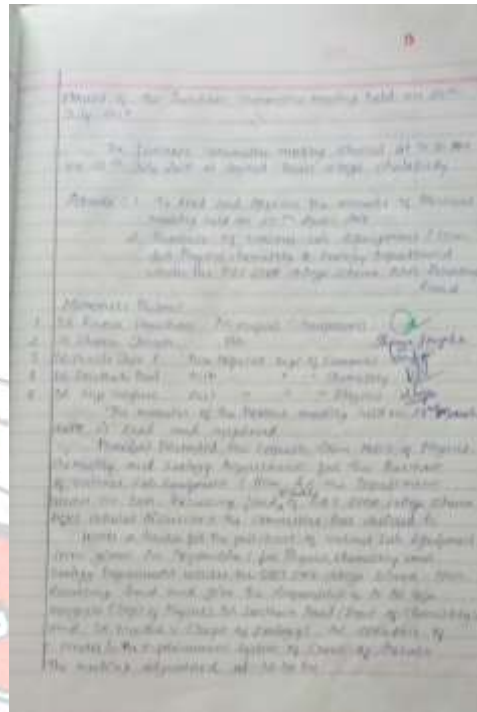
4.4.2-There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.



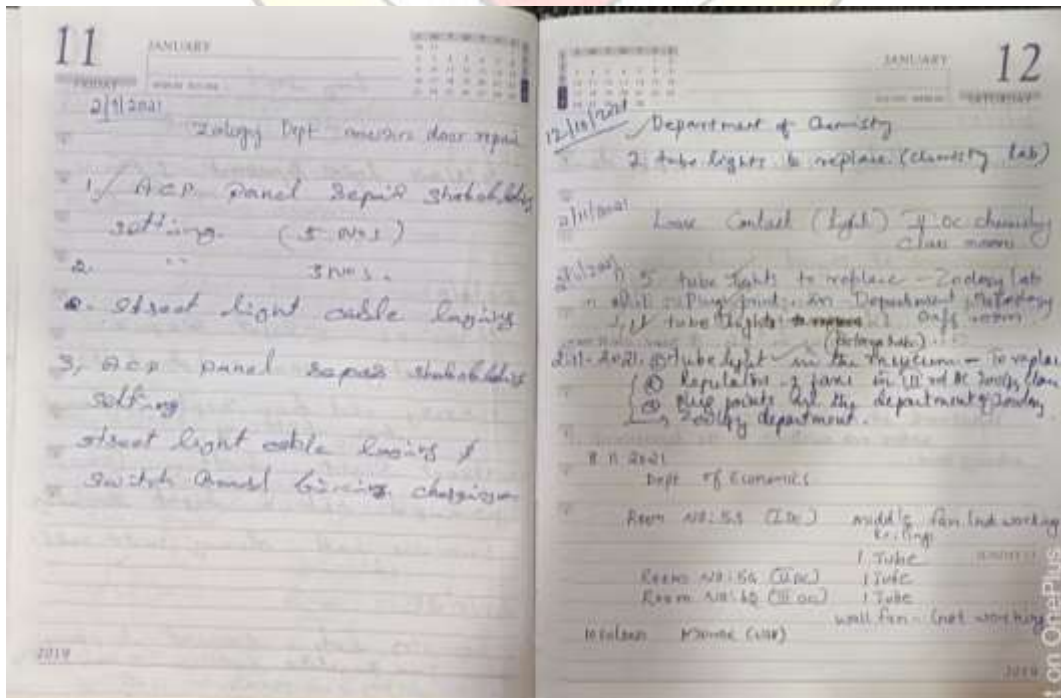
Submitted to

National Assessment and Accreditation Council

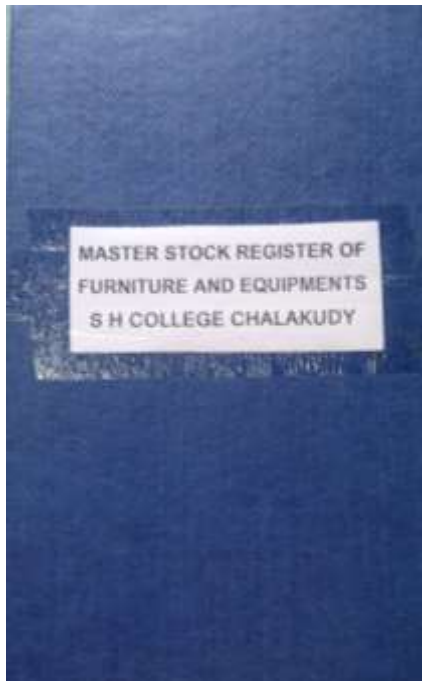
1. Minutes of Finance committee



2. Complaint Book

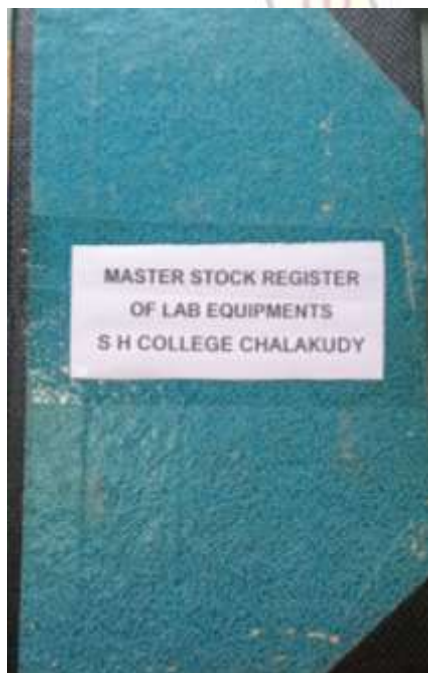


3. Stock register (Lab, IT, Library)



MASTER STOCK REGISTER OF FURNITURE AND EQUIPMENTS

Sl. No.	Description of the equipment	Qty.	Unit	Value	Remarks	Signature of the person in charge	Date
1	Chair	10	nos	1000		[Signature]	10/10/20
2	"	10	"	1000		[Signature]	10/10/20
3	"	10	"	1000		[Signature]	10/10/20
4	"	10	"	1000		[Signature]	10/10/20
5	"	10	"	1000		[Signature]	10/10/20
6	"	10	"	1000		[Signature]	10/10/20
7	"	10	"	1000		[Signature]	10/10/20
8	"	10	"	1000		[Signature]	10/10/20
9	"	10	"	1000		[Signature]	10/10/20
10	"	10	"	1000		[Signature]	10/10/20
11	"	10	"	1000		[Signature]	10/10/20
12	"	10	"	1000		[Signature]	10/10/20
13	"	10	"	1000		[Signature]	10/10/20
14	"	10	"	1000		[Signature]	10/10/20
15	"	10	"	1000		[Signature]	10/10/20
16	"	10	"	1000		[Signature]	10/10/20
17	"	10	"	1000		[Signature]	10/10/20
18	"	10	"	1000		[Signature]	10/10/20
19	"	10	"	1000		[Signature]	10/10/20
20	"	10	"	1000		[Signature]	10/10/20



MASTER STOCK REGISTER OF LAB EQUIPMENTS

Sl. No.	Description of the equipment	Qty.	Unit	Value	Remarks	Signature of the person in charge	Date
1	Boiler	1	nos	1000		[Signature]	10/10/20
2	Boiler	1	"	1000		[Signature]	10/10/20
3	Boiler	1	"	1000		[Signature]	10/10/20
4	Boiler	1	"	1000		[Signature]	10/10/20
5	Boiler	1	"	1000		[Signature]	10/10/20
6	Boiler	1	"	1000		[Signature]	10/10/20
7	Boiler	1	"	1000		[Signature]	10/10/20
8	Boiler	1	"	1000		[Signature]	10/10/20
9	Boiler	1	"	1000		[Signature]	10/10/20
10	Boiler	1	"	1000		[Signature]	10/10/20
11	Boiler	1	"	1000		[Signature]	10/10/20
12	Boiler	1	"	1000		[Signature]	10/10/20
13	Boiler	1	"	1000		[Signature]	10/10/20
14	Boiler	1	"	1000		[Signature]	10/10/20
15	Boiler	1	"	1000		[Signature]	10/10/20
16	Boiler	1	"	1000		[Signature]	10/10/20
17	Boiler	1	"	1000		[Signature]	10/10/20
18	Boiler	1	"	1000		[Signature]	10/10/20
19	Boiler	1	"	1000		[Signature]	10/10/20
20	Boiler	1	"	1000		[Signature]	10/10/20

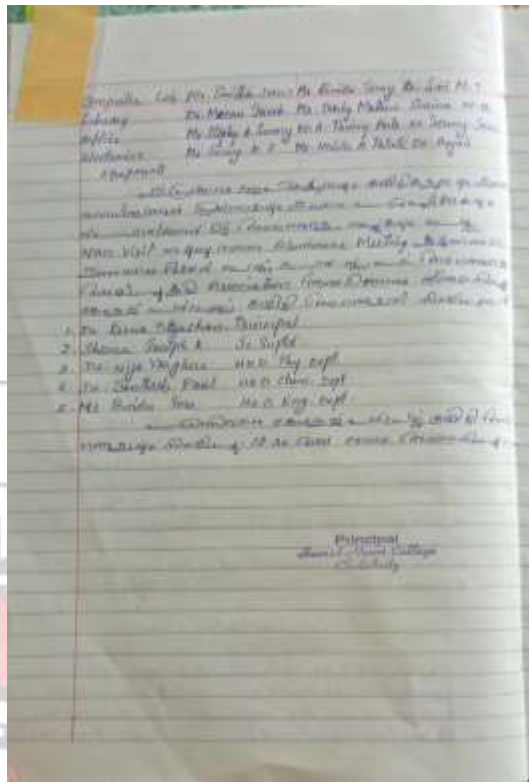
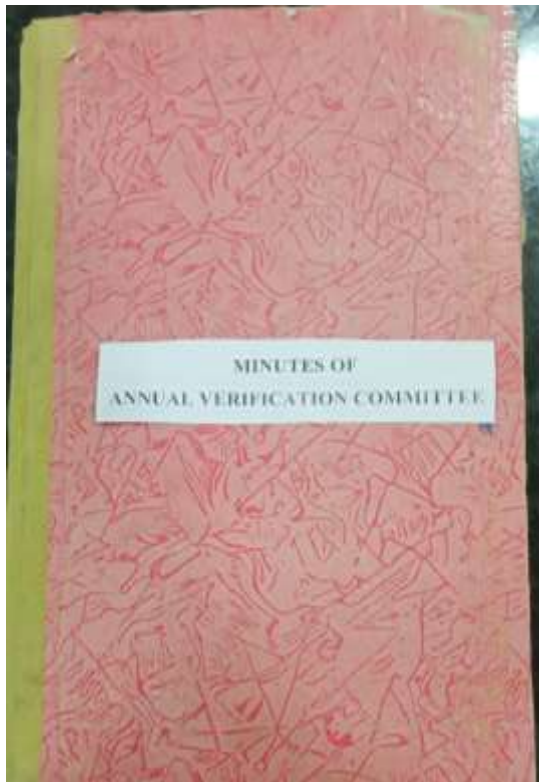
MASTER STOCK REGISTER OF
COMPUTER AND OTHER
ELECTRONIC EQUIPMENTS
S H COLLEGE CHALAKUDY

MASTER STOCK REGISTER OF COMPUTER						AND OTHER ELECTRONIC EQUIPMENTS				
Particulars Date & Name of vendor (month, day, year)	Qty	Qty Particulars	Particulars to be entered in account	Stock No.	QTY/No.	Qty	Value	Name of item	Signature of the authority in charge	Signature of the Inspector
Computer	1			2417	1			Class room		✓
"	1			2418	1			18000 Power		✓
"	1			2419	1			Power Power		✓
"	1			2420	1			High capacity 18000 Power		✓
"	1			2421	1			Printer 2417		✓
"	2			2422 2423	2			Printer 2400 2400		✓
"	1			2424	1			Printer 2417		✓
"	1			2425	1			Printer 2417		✓
"	1			2426	1			Printer 2417		✓
"	2			2427 2428	2			Printer 2400 2400		✓
"	1			2429	1			Printer 2417		✓
"	1			2430	1			Printer 2417		✓
"	1			2431	1			Printer 2417		✓
"	1			2432	1			Printer 2417		✓
"	1			2433	1			Printer 2417		✓
"	1			2434	1			Printer 2417		✓
"	1			2435	1			Printer 2417		✓
"	1			2436	1			Printer 2417		✓
"	1			2437	1			Printer 2417		✓
"	1			2438	1			Printer 2417		✓
"	1			2439	1			Printer 2417		✓
"	1			2440	1			Printer 2417		✓
"	1			2441	1			Printer 2417		✓
"	1			2442	1			Printer 2417		✓
"	1			2443	1			Printer 2417		✓
"	1			2444	1			Printer 2417		✓
"	1			2445	1			Printer 2417		✓
"	1			2446	1			Printer 2417		✓
"	1			2447	1			Printer 2417		✓
"	1			2448	1			Printer 2417		✓
"	1			2449	1			Printer 2417		✓
"	1			2450	1			Printer 2417		✓

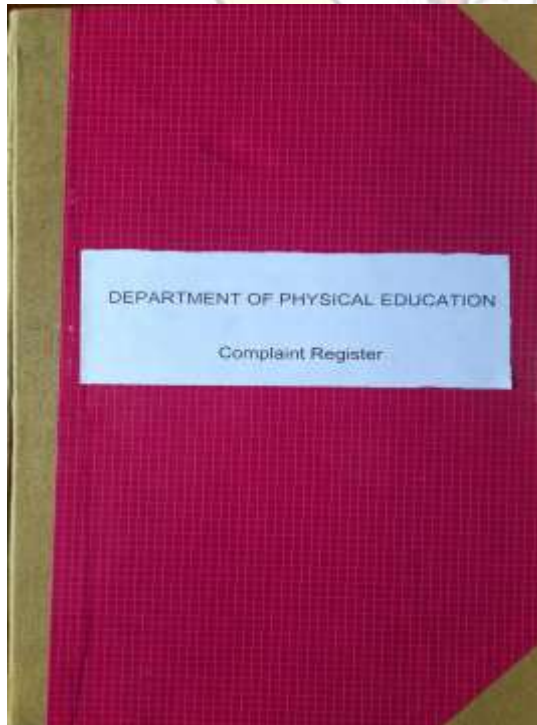
STOCK REGISTER

ACCESSION REGISTER OF THE				SACRED HEART COLLEGE, CHALAKUDY			
No.	Date	Description	Value	No.	Date	Description	Value
2441	2018	Computer	10000	2451	2018	Printer	5000
2442	2018	Printer	3000	2452	2018	Printer	3000
2443	2018	Printer	3000	2453	2018	Printer	3000
2444	2018	Printer	3000	2454	2018	Printer	3000
2445	2018	Printer	3000	2455	2018	Printer	3000
2446	2018	Printer	3000	2456	2018	Printer	3000
2447	2018	Printer	3000	2457	2018	Printer	3000
2448	2018	Printer	3000	2458	2018	Printer	3000
2449	2018	Printer	3000	2459	2018	Printer	3000
2450	2018	Printer	3000	2460	2018	Printer	3000
2451	2018	Printer	3000	2461	2018	Printer	3000
2452	2018	Printer	3000	2462	2018	Printer	3000
2453	2018	Printer	3000	2463	2018	Printer	3000
2454	2018	Printer	3000	2464	2018	Printer	3000
2455	2018	Printer	3000	2465	2018	Printer	3000
2456	2018	Printer	3000	2466	2018	Printer	3000
2457	2018	Printer	3000	2467	2018	Printer	3000
2458	2018	Printer	3000	2468	2018	Printer	3000
2459	2018	Printer	3000	2469	2018	Printer	3000
2460	2018	Printer	3000	2470	2018	Printer	3000

4. Minutes Book of Annual verification committee



5. Sports facility

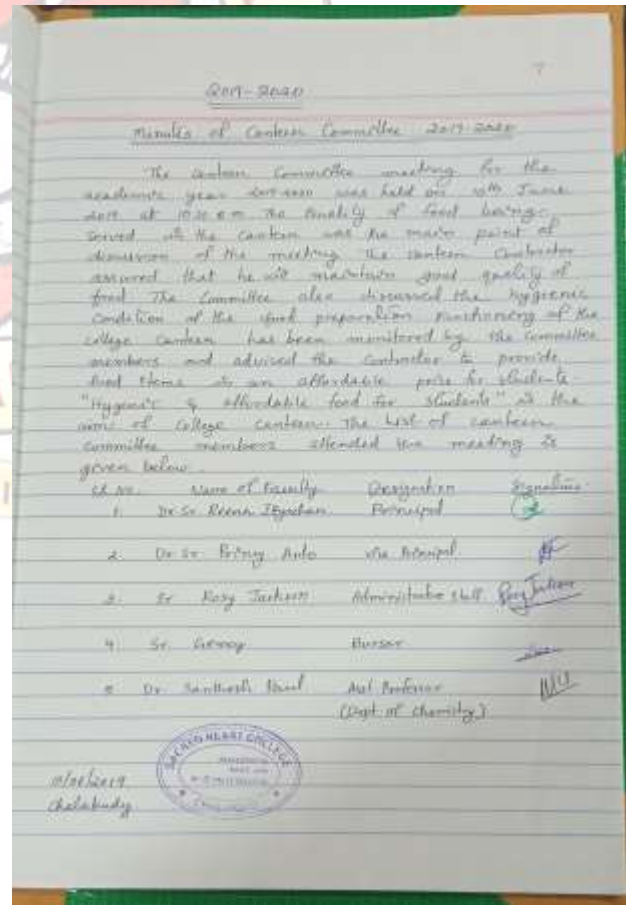


Date	Complaints	Name of the staff	Remarks
14/3/2019	Equipment	J. S. S. S.	
14/3/2019	Glass Board	J. S. S. S.	
14/3/2019	Table balls damaged	J. S. S. S.	
21/3/19	Glass Board	J. S. S. S.	
21/3/2019	Table tennis set damaged	J. S. S. S.	
19/7/2019	Table damaged	J. S. S. S.	
19/7/2019	Glass Board damaged	J. S. S. S.	
19/11/2019	Table tennis ball damaged	J. S. S. S.	
19/12/2019	Glass Board board	J. S. S. S.	
19/12/2019	Glass Board board	J. S. S. S.	
19/12/2019	Glass Board board	J. S. S. S.	
19/12/2019	Table tennis ball damaged	J. S. S. S.	
19/12/2019	Glass Board board	J. S. S. S.	
19/12/2019	Table damaged	J. S. S. S.	
19/12/2019	Glass Board board	J. S. S. S.	
19/12/2019	Glass Board board	J. S. S. S.	

6. Solar grid



7. Canteen Committee



8. Water and waste management







Waste materials collection and disposal certificate from Chalakudy Municipality.

CHALAKUDY MUNICIPALITY

Waste Materials Collection and Disposal Certificate

Sacred Heart College, Chalakudy is one of the worst affected by the destructive flood happened in Kerala between 15th-18th August, 2018. The flood level reached upto 9 feet height in the College and the important administrative ground floor, Principal's room, Physics laboratory, Chemistry laboratory, Computer Science laboratory and the Center of Excellence were all completely submerged in water for 4 days. The furniture, computers, lab equipments, chemicals, administrative paper files, etc. were damaged and were not able to use after the flood.

All the waste materials such as furniture, computers, plastic debris, papers and books, equipments, remained in the College after the flood were collected, removed and disposed jointly by the Disaster Management Division and Clean Kerala Mission of Chalakudy Municipality. The process was very laborious and the whole process was completed by 10th September, 2018.


Health Supervisor/Health Officer
*Health Supervisor
Chalakudy
Municipality*



CHALAKUDY MUNICIPALITY

Solid and E-Waste Collection Service Agreement

This Solid Waste and e-waste Collection Services Agreement, dated as of 08/08/2020, is entered into by and between Haritha Karma Sena of Chalakudy Municipality and Sacred Heart College, Chalakudy.

Purpose of the Agreement

The purpose of this AGREEMENT is to establish the terms for the collection and disposal of solid waste generated by non-manufacturing activities of Sacred Heart College, Chalakudy by Haritha Karma Sena of Chalakudy Municipality and to establish a frame-work for mutual cooperation in the management of solid waste disposal.

Conditions

1. Acceptable waste: All types of non-hazardous solid wastes.
2. Fees for collection and disposal services will be as set by the Chalakudy Municipality.
This fee will be the same as fees charged to commercial customers of the Chalakudy Municipality.
3. The solid and e-wastes generated in the College will be collected as per the requirement of the College and a systematic administration of activities for the collection and disposal of solid and e-waste materials will be implemented.
4. No party shall be liable for any failure to perform its obligations under this AGREEMENT where such failure is as a result of natural calamity such as flood, earthquake, etc.




PRINCIPAL
SACRED HEART COLLEGE
CHALAKUDY





Health Supervisor
Chalakudy
Municipality

5. The terms of this AGREEMENT shall prevail until any changes in government rules and regulations in waste management at a particular time and may be cancelled with the mutual understanding of each party.


Principal

PRINCIPAL
SACRED HEART COLLEGE
CHALAKUDY




Health Supervisor/Health Officer

Health Supervisor
Chalakudy
Municipality

9. Sanitization





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10. COVID-19 Protocol

