## **MLA Academy of Higher Learning**

A budget is made which takes care of expenses and any contingency. The upkeep of the classrooms is taken care of by the housekeeping staff. The Computer lab facilities are open to all the students and teachers for academic purpose. Classes are scheduled in lab and are used to conduct certificate courses.

The college has a Systems Administrator for the upkeep and upgradation of all electronic facilities in the college and to oversee the maintenance.

The UG and PG libraries with a gateway register; a system of open access of issuing books. The library is equipped with Libsoft and WebOpac software and they are under an AMC with a vendor Environ; uninterrupted internet connection and LAN facility.

Certain facilities are taken care of by the parent body which include Furniture, electric fittings/wiring, Water Filters and coolers, AC in the Seminar Hall

Sports procurement and maintenance, preparation and allocation of budget, organization of events and classes are taken care by the teacher coordinator.

An audit is conducted and a report on the requirement of new equipment, replacement of the old and modernization of machines/software is prepared and procured. The college has an elevator for use and the AMC for the lift is taken care by EPBAX