BAREILLY INTERNATIONAL UNIVERSITY

(Established Under Govt. of U.P. Act 26 of 2016)
Rohilkhand Medical College Campus, Pilibhit Bypass Road, Bareilly-243006 (U.P.) INDIA
Phone : 0581-2526011-12, Fax : 0581 - 2303345
Email :info@rmchbareilly.com, info@biu.edu.in Website : www.biu.edu.in

BAREILLY INTERNATIONAL UNIVERSITY POLICY ON PHYSICAL INFRASTRUCTURE AND ITS MAINTENANCE

SUSHIL KUMAR THAKUR

Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, PostalCode=302033, S=Rajasthan, SERIALNUMBER=C973379113FC8D793F2708FC9D687F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0

BAREILLY INTERNATIONAL UNIVERSITY

(Established Under Govt. of U.P. Act 26 of 2016)
Rohilkhand Medical College Campus, Pilibhit Bypass Road, Bareilly-243006 (U.P.) INDIA
Phone : 0581-2526011-12, Fax : 0581 - 2303345
Email :info@rmchbareilly.com, info@biu.edu.in Website : www.biu.edu.in

Vision of the University

- Bareilly International University will have a transformative impact on society through continual innovation in education, research, creativity, and entrepreneurship.

- To be a leading medical institution excels in providing quality education, research environment and affordable health care services.

Mission of the University

- To impart quality higher education and to undertake research and extension with emphasis on application and innovation that cater to the emerging societal needs through all-round development of the students of all sections enabling them to be globally competitive and socially responsible citizens with intrinsic values.

- Our endeavor is to create academic and research environment by providing state of art infrastructure & facilities to impart knowledge and develop skill in its pupil and function as a center of cost effective comprehensive health care services where people are treated with dignity and respect. Ensure holistic development of its pupil to attain success in personal and professional life and handle contemporary health problem of society effectively.

SUSHIL KUMAR THAKUR

Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, PostalCode=302033, S=Rajasthan, SERIALNUMBER=C973379113FC8D793F2708FC9D687F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0

BAREILLY INTERNATIONAL UNIVERSITY

(Established Under Govt. of U.P. Act 26 of 2016)
Rohilkhand Medical College Campus, Pilibhit Bypass Road, Bareilly-243006 (U.P.) INDIA
Phone : 0581-2526011-12, Fax : 0581 - 2303345
Email :info@rmchbareilly.com, info@biu.edu.in Website : www.biu.edu.in

Index

Preamble	I.
Objective of policy	II.
Policy application	III.
Purpose	IV.
Policy statement and requirements	V.
Integration of maintenance processes	VI.
General	VII.
Responsibility for implementation, management and monitoring	VIII.

SUSHIL KUMAR THAKUR

Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, PostalCode=302033, S=Rajasthan, SERIALNUMBER=C973379113FC8D793F2708FC9D687F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0

BAREILLY INTERNATIONAL UNIVERSITY

(Established Under Govt. of U.P. Act 26 of 2016)
Rohilkhand Medical College Campus, Pilibhit Bypass Road, Bareilly-243006 (U.P.) INDIA
Phone : 0581-2526011-12, Fax : 0581 - 2303345
Email :info@rmchbareilly.com, info@biu.edu.in Website : www.biu.edu.in

POLICY ON MAINTENACE OF ACADEMIC AND PHYSICAL FACILITY

I. Preamble

As a pre-eminent university in India, driven by the pursuit of knowledge and innovation, based upon the values the university spouses, the Bareilly International University (hereafter referred to as the BIU) has adopted this *Policy on maintenance of Academic and Physical Facilities.*

II. Objectives of the policy

With this policy the BIU wishes to:-

- Enable the BIU to ensure that new infrastructure is developed in accordance with strategic objectives, that existing building space and other related infrastructure are optimally utilized, and that all Physical Infrastructure & its Maintenance is effectively managed and maintained.
- Ensure the uninterrupted use of facilities by proper maintenance of the assets of the BIU by incorporating preventive, breakdown and condition based maintenance.
- The policy will only apply to the on-going maintenance of assets, and excludes any capital renewal expenditure.

III. Policy application

This policy applies to all academic and Physical Infrastructure & its Maintenance owned or operated by the BIU, whether for teaching and learning, research, student accommodation or any other operational or non-operational purpose.

The policy is supported by all the relevant legislation applicable to the University and regulations issued in terms of such legislation, other relevant BIU policies, as well as technical standards and norms adopted by the University.

IV. PURPOSE

This policy describes the maintenance responsibility for facilities, equipment and infrastructure when maintenance is required and how it is performed. It also defines the terms used, describes the decision making process governing the assignment of maintenance priorities, the self cost analysis

SUSHIL KUMAR THAKUR

Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, L=Jodhpur, PC=302033, S=Rajasthan, SERIALNUMBER=C973379113FC8D793F2708FC9D687F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0

processes, and quality assurance.

V. Policy statement and requirements

This Policy must be read in conjunction with the BIU's latest policy and procedures instituted in accordance with this policy.

VI. Integration of maintenance processes

Infrastructural improvements to all properties owned by the University must be effectively and efficiently maintained in order to support operational efficiency, as well as to ensure sustained use, occupational health, safety and financial viability.

An integrated maintenance approach must be followed, incorporating breakdown maintenance, preventative maintenance and condition-based maintenance, ensuring that facilities and services infrastructure are maintained to an optimum level, preventing asset deterioration.

1. Breakdown maintenance

Reactive breakdown maintenance must be carried out on an "as and when required" basis, ensuring that occurring defects are rectified as a matter of urgency to prevent possible interruption in the use of a facility, to prevent resultant further damage to infrastructure, as well as to address health, safety or security risks caused by a defect. Services must be provided on a 24-hour basis in order to attend to after-hours emergencies.

2. Preventative maintenance

Preventative maintenance programs must be implemented and complied with to ensure the short-term and medium-term scheduled servicing of all serviceable equipment, building systems, building finishes, Structural components and infrastructural services at regular intervals to obtain the maximum useful life from each physical asset before replacing it. The objective of such programs will also be to prevent unnecessary breakdowns and asset failures, as well as to prevent high maintenance costs.

Wherever required, annual maintenance contract with/without material should be awarded to Equipment's designated agency, specially, for critical and high valu/instruments

SUSHIL KUMAR THAKUR

Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, PostalCode=302033, S=Rajasthan, SERIALNUMBER=C973379113F085D93427084F0D5887F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0

to ensure uninterrupted availability of the equipment.

Records of maintenance schedules must be kept, indicating the scope, scheduling and actual execution of all preventive maintenance programs.

3. Condition-based maintenance

Regular inspections must be carried out to identify all defects to structures, building finishes, infrastructural services and fixed equipment. The identified defects must be rectified.

4. Maintenance Budgets

Operational maintenance budgets must be prepared as part of the annual budget cycle, including forecasts for breakdown maintenance and estimates for preventative maintenance.

- The costs associated with the maintenance activities in the Maintenance Activity Plan must be calculated.
- The individual maintenance activity costs must be summarized per department and used to inform the required maintenance budgets.
- Where available maintenance budgets are inadequate, the criticality of the individual activities will be used to priorities the maintenance actions to be performed.
- Expenditure on maintenance will be recorded against the assets, facilities and cost centers where the cost is incurred.

5. Energy management

Energy use in all facilities of the University should be measured and monitored on an on-going basis, quantifying consumption and identifying and reporting on significant and abnormal energy use

Where practical and feasible, new technologies should be implemented to reduce energy consumption, minimize electricity usage and improve the efficiency of equipment.

Back-up electricity-generating plant must be operated and maintained to ensure electrical supply essential for critical installations in the event of interrupted electrical supply

SUSHIL KUMAR THAKUR

Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, PostalCode=302033, S=Rajasthan, SERIALNUMBER=C973379113FC8D793F2708FC9D687F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0

VII. GENERAL

A. Identification of assets

i. The existing asset register will be used as the basis for the identification of all assets, and care will be taken to update the register to reflect any new assets created, retired or changed in any way.

ii. Assets will be grouped into categories for which the maintenance actions are similar.

B. Identification of critical assets based upon the risk of failure of assets

Assets will be evaluated to determine the consequence of failure with regards to the following impacts:

a. Environmental impact;

b. Public health & safety impact;

c. Financial impact; and

d. Service delivery impact.

C. New Equipment

If equipment is new to the inventory, manufacturer's recommendations in respect of maintenance should be used. However, if similar equipment exists, an option between experience based on historical maintenance information and manufacturers suggestions could be used, if it not impact or influence on the manufacturers product warranty conditions.

D. Spare Parts

At the time of procurement of a new piece of equipment requiring maintenance, consumable and manufacturer recommended spares, Comprehensive Maintenance Contract (with spare/consumables) for the period after warranty period should be explored and finalized. Where availability of spare is not so critical, only service AMC can be considered.

VIII. Responsibility for implementation, management and monitoring

The necessary organizational structures must be put in place by the President in order to delegate responsibility, be effective

SUSHIL KUMAR THAKUR

Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, PostalCode=302033, S=Rajasthan, SERIALNUMBER=C973379113FC8D793F2708FC9D687F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0

Implementation, management, compliance and monitoring of this policy. It will be the responsibility of delegated staff to promote the spirit of this policy, and to ensure that the policy is adhered to.

SUSHIL KUMAR THAKUR
Digitally signed by SUSHIL KUMAR THAKUR
DN: C=IN, O=Personal, PostalCode=302033, S=Rajasthan, SERIALNUMBER=C973379113FC8D793F2708FC9D687F06B89F4196B9325326C00EECB6FEC22CC0, CN=SUSHIL KUMAR THAKUR
Reason: your signing reason here
Location: your signing location here
Date: 2024.09.23 11:04:51+05'30'
Foxit PDF Editor Version: 2024.1.0