

Ramakrishna Mission Residential College (Autonomous)

Narendrapur, South 24 Parganas, West Bengal : 700103



affiliated to Calcutta University

**College with Potential for Excellence
RUSA-funded Institution
DST-FIST Awarded College**

Website : www.rkmrc.in  Email : rkmcpur@gmail.com

**Policy for maintaining and utilizing physical,
academic and support facilities**

1. The Principal himself monitors the use of all infrastructural facilities and co-ordinates the needs of different departments regarding the use them including the College hall, seminar rooms, visitors' room, auditorium, e-classroom, lift, reprography and printing related to the College library and the examination department as well as contingent transport arrangements for important purposes.
2. In the decentralised mode of administration of the College, the official (or sometimes informal, the context permitting) request for use of any particular facility may be submitted to the Principal by HoDs of different departments, co-ordinators of different committees, the bursar or the controller of examination.
3. We also have provisions to let our facilities be used at times by various academic bodies, non-political organisations and institutions to hold conferences, seminars, workshops etc. after a careful review of all the pros and cons and ensuring that the regular academic activities of the College are not disturbed.