

CMS COLLEGE OF SCIENCE AND COMMERCE, COIMBATORE
SCHOOL OF BIOLOGICAL SCIENCES

Policy for the Maintenance of Lab Instruments / Equipment

The respective faculty members, staff, lab assistants and other service personnel are given responsibility to maintain the equipments under their purview.

Stock registers, asset registers, logbooks, tools and plant registers are maintained by the respective laboratories to report entries and defects arising for rectification.

All major repairs are identified, and external expertise sought for maintenance of equipment wherever necessary with the permission of the Principal.

Standard operating procedures for all equipments are made available to the users.

Users register in the logbooks and are responsible for the safe handling of the equipments.

Breakage and repair if any, are reported to the Director or Head of Department or the faculty-in-charge and suitable measures are taken for speedy functioning of the equipment.

Breakage of glassware intended for use by students and scholars is entered in the breakage register and charges levied based on the cost of the equipment payable by the students at the end of the year and by the research scholars at the culmination of the course programme.

The condemned/obsolete items are discarded by procedure after getting the approval by the Principal, same is entered in the stock register.

Annual maintenance contract (AMC) is sustained for maintenance of high-end equipment and high-end servers and computers.

Maintenance and Utilization of Advanced Research Lab and the Central Instrumentation Lab
Advanced research labs housing sophisticated equipments operate for the benefit of the research scholars.

They are maintained by a faculty-in-charge who reports to the Director on all matters related to the working and maintenance and in-campus service and outsourcing of the equipments.

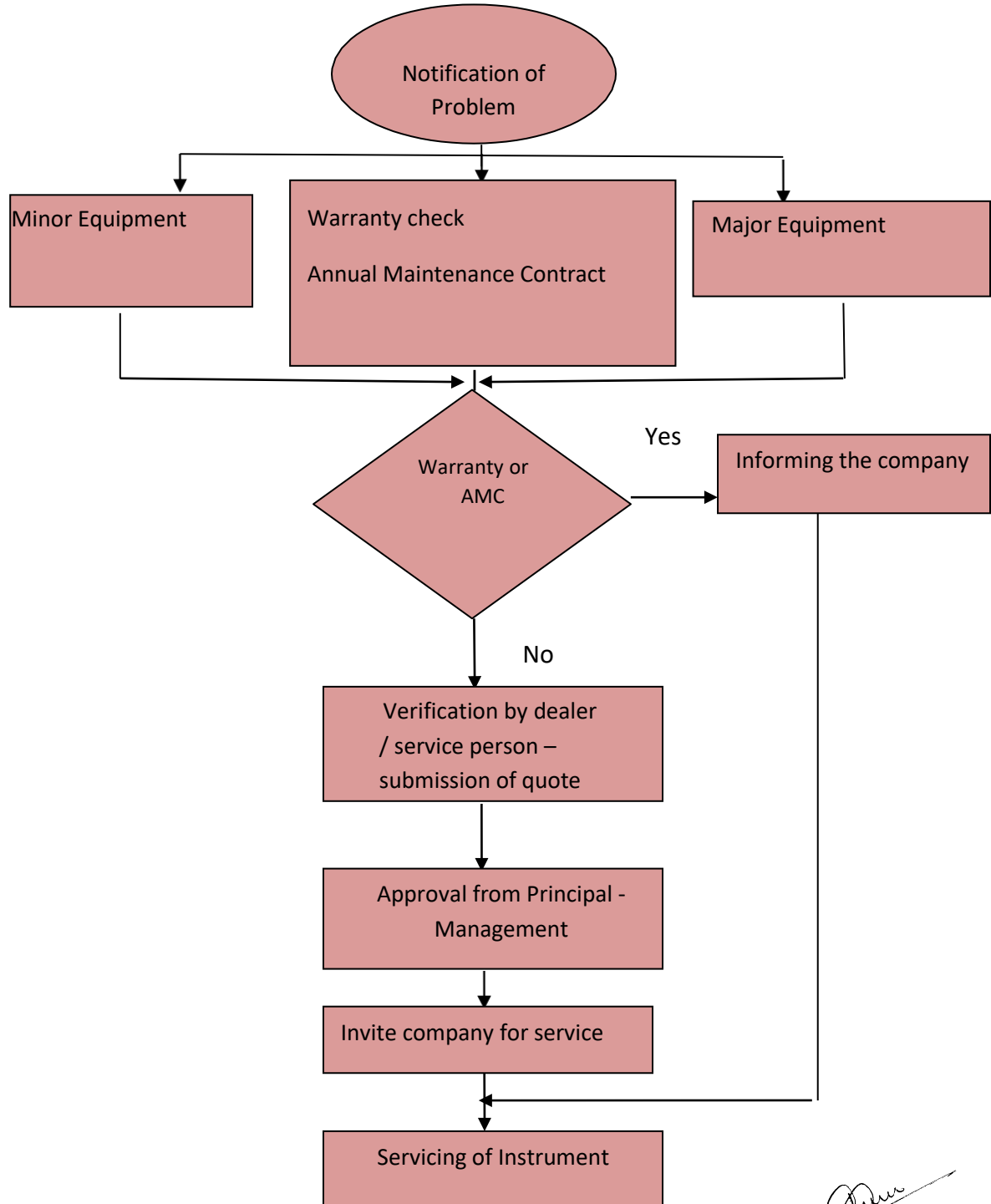
Entry to the labs is through logbook registration.


Maintenance and Utilization of Tissue Culture Labs:

Plant tissue culture laboratories are maintained by the Department of Biotechnology.

The equipments in these labs, CO2 incubators, MilliQ water purifiers, Inverted, Phase contrast and fluorescence microscopes, laminar air flow chamber, liquid nitrogen cylinders for cryopreservation are maintained by the Staff of the Department to ensure sterility of the working condition.

PROCESS FLOW OF INSTRUMENTS / EQUIPMENT MAINTENANCE




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