

## **STANDARD OPERATING PROCEDURE (SOP)**

### **SPORTS FACILITY**

#### **A.SOP FOR EACH OUTDOOR SPORTS FACILITY:**

- A. Relational and sports Facility with facilities like gymnasium, jogging track, Basket ball Court, Cricket, foot ball.
- b. Every year, one of the Directors of Physical Education will be elected as Chief Sports
- c. Coordinator who will oversee the University sports activities under the guidance of the Secretary, Sports Council.
- d. The main function of the University Sports Council is to organize Inter College Sports Events among the students of constituent colleges and select the best among them for University team to represent University at Inter University tournaments.
- e. It also organizes staff sports events annually.
- f. Inter College Sports events among the students of constituent colleges and select the best Among them for University team to represent University at Inter University tournaments
- g. Sports and Games Institution encourages students to participate actively in extra- Curricular Activities. The various sports and games are conducted every year in the College. The Intra College competitions conducted include:

Chess• Caroms• Volley ball• Throw ball• Badminton and annual sports day. • All the above competitions are conducted every year.

The students also participated for: inter college competitions such as: Inter-college badminton• Inter-college basket ball• Inter-college volley ball• Inter-college cricket• Inter-college throw ball• Inter-college chess• Inter-college swimming• Inter-college athletics•

## **B. SOP FOR EACH INDOOR SPORTS FACILITY:**

- a. The college encourages its students in both organizing and taking active part in the various athletic, indoor and outdoor sport events.
- b. Spacious playground for each sport event and indoor sports complex, which has state-of-the-art in-door sports facilities and a gymnasium with trainers for optimum benefit to the students.
- c. There are physical directors who help the students in fine tuning their skills to prepare them for different tournaments.
- d. A body consisting of three members from the staff is appointed as sports coordinators.
- e. A student coordinator elected by student council who informs all the students through the respective class representatives regarding the upcoming events, and in organizing sports events.
- f. Meetings are held with staff coordinators on a regular basis. The faculty members and student coordinators are involved in selecting the students who will represent the college team in the various events, based on their performance in the college level tournaments.
- g. Competitions in each sport are held at various levels.

## **UNIVERSITY LEVEL TOURNAMENTS:**

1. Inter-collegiate
2. Intermediacy
3. Inter-university

### **Utilization process**

- Students are permitted to play only during the sports hours and after college hours to practice for any competition. Separate bus is provided for the students, who practices after college hours.
- Students are permitted to utilize and take sports material with prior notice to the Physical Director. They must enter the details of material in the register.
- The concerned authority makes a note on return of the same in the register.
- In case of any damage observed, the same is recorded in the register pending further action.

A first aid box is always available for the students in case of any emergency. Sign boards of nearby hospitals and phone numbers of ambulances are also displayed to encounter any difficulty effectively.