

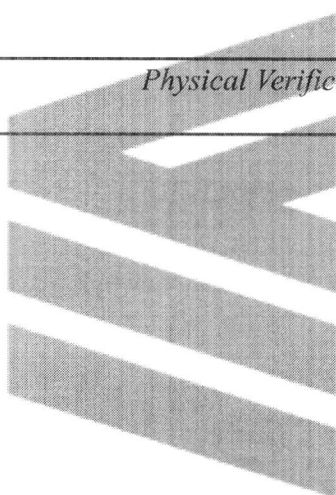
KING'S COLLEGE

Internal Quality Assurance Committee (IQAC)

INFRASTRUCTURE & FACILITIES AUDIT REPORT

2025 – 2026

Physical Verification · Safety & Compliance · Continuous Improvement



Audit Team

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**KING'S
COLLEGE**
nurturing entrepreneurship

Responsible Unit: IQAC

Institution: King's College

Review Frequency: Annual

Audit Date: June 24, 2026 (Wednesday)

Acknowledgement

We would like to express our sincere gratitude to the leadership and staff of King's College for their cooperation and support during the infrastructure and facilities audit process. The willingness of the institution to engage openly in this self-assessment reflects a genuine commitment to maintaining a safe, functional, and well-maintained campus environment.

Special thanks go to the members of the Internal Quality Assurance Committee (IQAC), who facilitated the audit process and provided access to the facilities, records, and staff needed to conduct a thorough physical verification across classrooms, laboratories, offices, and common areas.

We also acknowledge the contributions of the administrative and maintenance staff whose cooperation during the walk-through inspection enriched this audit report.

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Executive Summary

This Infrastructure & Facilities Audit was conducted by King's College's Internal Quality Assurance Committee (IQAC) to verify the physical condition, functionality, and safety of the institution's classrooms, laboratories, library, offices, meeting spaces, common areas, cafeteria, washrooms, health facilities, and IT infrastructure.

The audit was carried out through direct walk-through observation and physical verification of facilities, supported by discussion with relevant staff where clarification was required.

Overall, the audit found that King's College's core facilities — laboratories, meeting and seminar spaces, health and first-aid provisions, and IT infrastructure — are functioning well and rated “All Good.” At the same time, the audit identified a set of maintenance and upkeep gaps concentrated in classrooms, the library, faculty offices, the cafeteria, and washroom/sanitation facilities. These include the need for wall cleaning and whiteboard replacement in specific classrooms, AC and lighting repairs in the library, cleanliness improvements in the faculty changing room and cafeteria, and fixture repairs and Aqua Guard installation in washrooms across several floors.

None of the observed gaps point to an absent facility or system failure; each is a specific, actionable maintenance or upkeep item, detailed section-by-section in Chapter II and consolidated as recommendations in Chapter III. Addressing these will bring all assessed areas to a fully satisfactory standard and strengthen the campus's readiness for future quality assurance review.

Chapter I — Introduction

A safe, functional, and well-maintained physical environment is essential to effective teaching, learning, and administrative work. In this context, infrastructure and facilities audits serve as a valuable tool for self-assessment and continuous quality enhancement. This report presents the findings of the internal audit conducted at King's College by its Internal Quality Assurance Committee (IQAC), covering classrooms, laboratories, library and learning resources, faculty and administrative offices, meeting and event spaces, student common areas, cafeteria facilities, washrooms and sanitation, health and first-aid provisions, and IT and technology infrastructure.

King's College has established internal quality assurance mechanisms and demonstrates commitment to continuous improvement through structured, walk-through-based self-assessment of its physical facilities.

Objectives

- To verify the physical condition and functionality of classrooms, laboratories, and specialized facilities.
- To assess the adequacy of library, faculty, administrative, and common-area spaces.
- To verify hygiene, sanitation, and safety standards across washrooms, cafeteria, and health facilities.
- To confirm the functionality of IT and technology infrastructure supporting teaching and administration.
- To identify maintenance gaps, risks, and areas requiring attention.

- To promote continuous quality improvement in campus infrastructure and facilities management.

Methodology

The audit was conducted by the IQAC audit team through direct walk-through observation, physical verification, and review of relevant infrastructure and maintenance records, supported by discussion with relevant staff where clarification or supporting information was required.

- Primary Method: Walk-through observation and physical verification of all facility areas.
- Secondary Method: Discussion with relevant staff to clarify observations or obtain supporting information.
- Assessment Approach: Each facility area was assessed against key areas to verify (functionality, cleanliness, safety, accessibility) and rated, with observations and required actions recorded where a gap was identified.

Chapter II — Infrastructure & Facilities Assessment

The table below presents the full set of facility areas reviewed during the walk-through inspection, the key areas verified in each, their status, and the observation or action required where a gap was identified. Areas marked “All Good” are recorded as fully satisfactory with no further action required.

N o.	Infrastructure / Facility	Key Areas to Verify	Status	Observation / Action Required
1	Classrooms & Learning Spaces	Seating, furniture, lighting, ventilation, cleanliness, functionality	Needs Attention	Rooms 304 and 401 require wall cleaning; Room L105 requires whiteboard replacement; air-conditioning units need timely, regular checking. Five additional whiteboards are needed across classrooms.
2	Laboratories / Specialized Facilities	Equipment, functionality, safety, maintenance	All Good	Confirmed. No gaps observed.
3	Library & Learning Resources	Space, seating, physical/digital resources, accessibility	Needs Attention	Air-conditioning needs repair and lighting needs to be checked. Cafeteria-facing side of the library should be screened with library-themed posters rather than

N o.	Infrastructure / Facility	Key Areas to Verify	Status	Observation / Action Required
				left visible from the cafe side. No dedicated hanging space is available for a notice board.
4	Faculty & Administrative Offices	Workspace, furniture, storage, IT support, functionality	Needs Attention	The female staff changing room needs improved cleanliness. The tech/IT office requires a multiplug replacement and cleaning of bean bags. Indoor plants are recommended for the office area.
5	Meeting / Seminar / Event Spaces	Capacity, seating, AV facilities, acoustics, functionality	All Good	Generally functional; addition of indoor plants recommended to improve the ambience.
6	Student Common Areas	Seating, cleanliness, comfort, accessibility, usability	Not Rated	No specific observation recorded during this audit cycle.
7	Cafeteria / Food Facilities	Hygiene, cleanliness, seating, food-service quality	Needs Attention	Lighting repair and improved cleanliness are required. Tea quality served at the cafeteria was noted as below expectation.

N o.	Infrastructure / Facility	Key Areas to Verify	Status	Observation / Action Required
8	Washrooms & Sanitation Facilities	Cleanliness, water supply, functionality, accessibility	Needs Attention	3rd floor toilet light fixture needs replacement and the switch is faulty and needs replacing. Aqua Guard water purifiers are needed at the canteen, 5th floor, and 1st floor. An additional support staff member and cleaning supplies are needed to maintain sanitation standards.
9	Health & First-Aid Facilities	First-aid provisions, basic medical support, emergency access	All Good	Confirmed. One additional indoor plant recommended for the health/sick room.
10	IT & Technology Infrastructure	Internet/Wi-Fi, computers, AV equipment, digital/LMS access	Needs Attention	Internet range/coverage across the campus needs to be reviewed and improved.

Summary Observation

Rooms 304, 401, and L105 need wall cleaning and whiteboard replacement, and five additional whiteboards are needed across classrooms. In the library, the air-conditioning needs repair, lighting needs to be checked, and the cafe-facing side should be screened with library-related

posters; there is presently no space for a notice board. The faculty changing room needs improved cleanliness, and the tech/IT office requires a multiplug replacement and clean bean bags. Indoor plants are recommended for the sick room, meeting room, and cafeteria. On the 3rd floor, the toilet light fixture and switch need replacement, and Aqua Guard units are needed at the canteen and on the 5th and 1st floors, along with one additional support staff member and cleaning supplies.

Chapter III — Findings and Analysis

Classrooms & Learning Spaces

Classrooms are generally functional, but specific rooms (304, 401, and L105) require wall cleaning and whiteboard replacement. Air-conditioning units across classrooms need more consistent, timely checking, and an additional five whiteboards are needed to meet demand.

Laboratories & Specialized Facilities

Laboratories and specialized facilities are in good condition, with no gaps identified during this audit cycle.

Library & Learning Resources

The library's space and resources are generally adequate, but the air-conditioning requires repair and lighting needs to be checked. The side of the library facing the cafeteria should be screened with library-themed posters rather than left as-is, and a dedicated space for a notice board should be identified.

Faculty & Administrative Offices

Workspace and IT support are generally functional. The female staff changing room needs improved cleanliness, and the tech/IT office requires a multiplug replacement and cleaning of bean bags. Adding indoor plants would improve the office environment.

Meeting, Seminar & Event Spaces / Student Common Areas

Meeting and seminar spaces are functioning well; adding indoor plants is recommended to improve ambience. No specific gaps were recorded for student common areas during this audit cycle.

Cafeteria & Food Facilities

The cafeteria requires lighting repair and improved cleanliness. Tea quality served was noted as below expectation and should be reviewed with the food-service vendor.

Washrooms & Sanitation Facilities

This section recorded the most numerous observations. The 3rd floor toilet's light fixture and switch need to be replaced, and Aqua Guard water purifiers are needed at the canteen and on the 5th and 1st floors. An additional support staff member and adequate cleaning supplies are needed to sustain sanitation standards across floors.

Health & First-Aid Facilities

Health and first-aid provisions are adequate and functioning well; adding one indoor plant to the sick room is a minor enhancement suggestion.

IT & Technology Infrastructure

Core IT infrastructure, computers, and digital access are functional; however, internet range/coverage across the campus needs to be reviewed and improved to ensure consistent connectivity in all areas.

Recommendations

Classrooms & Learning Spaces

- Carry out wall cleaning in Rooms 304 and 401, and replace the whiteboard in Room L105.
- Procure and install five additional whiteboards across classrooms.
- Establish a routine, timely checking schedule for classroom air-conditioning units.

Library & Learning Resources

- Repair the library air-conditioning unit and check/replace lighting as needed.
- Screen the cafeteria-facing side of the library with library-themed posters.
- Identify and allocate a dedicated space for a library notice board.

Faculty & Administrative Offices

- Increase cleaning frequency and standards in the female staff changing room.
- Replace the faulty multiplug in the tech/IT office and clean the bean bags.
- Add indoor plants to faculty and administrative office areas.

Meeting Spaces & Common Areas

- Add indoor plants to meeting/seminar spaces to improve ambience.

Cafeteria & Food Facilities

- Repair cafeteria lighting and increase cleaning frequency.

- Review tea quality and food-service standards with the vendor.

Washrooms & Sanitation

- Replace the light fixture and switch in the 3rd floor toilet.
- Install Aqua Guard water purifiers at the canteen and on the 5th and 1st floors.
- Assign one additional support staff member and ensure adequate cleaning supplies are stocked.

Health & First-Aid

- Add one indoor plant to the sick room as a minor environmental enhancement.

IT & Technology Infrastructure

- Review and improve internet range/coverage across all campus areas.

Conclusion

The internal infrastructure and facilities audit confirms that King's College maintains generally adequate and functional physical facilities across classrooms, laboratories, library, offices, common areas, cafeteria, washrooms, health provisions, and IT infrastructure. Laboratories, meeting/seminar spaces, health and first-aid facilities, and core IT systems were assessed as fully satisfactory (“All Good”), reflecting well-maintained standards in these areas.

The gaps identified are consistently maintenance and upkeep items rather than structural or systemic failures — wall cleaning, whiteboard replacement, AC and lighting repair, cleanliness improvements, and fixture replacement are the recurring themes, most concentrated in washroom/sanitation facilities and the cafeteria. None represent an absence of the underlying facility; each has a specific, actionable remedy as set out in the recommendations above.

With focused implementation of these recommendations, King's College is well positioned to bring all assessed facility areas to a fully satisfactory standard, supporting a safe and comfortable environment for students, faculty, and staff.

Audit Team:

Kabindra Karki

Kiran Thapa

Jagat Chaulagain

Institution: King's College

Responsible Unit: Internal Quality Assurance Committee (IQAC)

Audit Date: June 24, 2026 (Wednesday) | Review Frequency: Annual

Annex

KING'S COLLEGE INTERNAL QUALITY ASSURANCE COMMITTEE (IQAC) INFRASTRUCTURE & FACILITIES AUDIT FORM 2025-2026

Audit Team

No.	Name	Signature
1	Kabinda Korte	
2	Kiran Thapa	
3	Jagat Chaulagain	
4		
5		

5 Whiteboards needed

Jun-24-2026 (Wednesdays)

2. Audit Methodology

Primary: Walk-through observation, physical verification, and review of relevant infrastructure and maintenance records.
Secondary: Discussion with relevant staff where clarification or supporting information is required.

3. Infrastructure & Facilities Assessment

No.	Infrastructure / Facility	Key Areas to Verify	Status	Observation / Evidence / Action Required
1	Classrooms & Learning Spaces	Seating, furniture, lighting, ventilation, cleanliness, functionality		304C High wall cleaning 401 (wall cleaning) 4105 (whiteboard replace)
2	Laboratories / Specialized Facilities	Equipment, functionality, safety, maintenance	All Good	timely check of AC.
3	Library & Learning Resources	Space, seating, physical/digital resources, accessibility	All Good	AC needs to be repaired/light to be checked Posters & side table should be covered from library Library secretary Posters - No hanging place for notice board.
4	Faculty & Administrative Offices	Workspace, furniture, storage, IT support, functionality		Changing room female (needs cleaning) Need of a/c (multiple change) Summer season
5	Meeting / Seminar / Event Spaces	Capacity, seating, AV facilities, acoustics, functionality	All Good	Indoor plants
6	Student Common Areas	Seating, cleanliness, comfort, accessibility, usability		
7	Cafeteria / Food Facilities	Hygiene, cleanliness, seating, food-service safety		lightening repair, cleanliness required not quality tea
8	Washrooms & Sanitation Facilities	Cleanliness, water supply, functionality, accessibility		3rd floor toilet (light fixed) - need to replace switch also (Aqua Guard (3) in control room, 2nd floor)
9	Health & First-Aid Facilities	First-aid provisions, basic medical support, emergency access	All Good	one indoor plant
10	IT & Technology Infrastructure	Internet/Wi-Fi, computers, AV equipment, digital/LMS access	All Good	Internet range

Summary (Observation/Action required)
Some room no. 304/401/405 needs wall cleaning. Whiteboard replace. In library AC needs to be repaired, light to be checked, notice board to be changed, posters of cafe to be covered with library posters from inside.
Faculty changing room needs cleanliness. Each office required change of air multiplying and clean bean bags.
Indoor plants in 5th room, meeting room, cafeteria. (on the 2nd floor) toilet light required switch not working and need repair. Need of aqua guard at control room.