

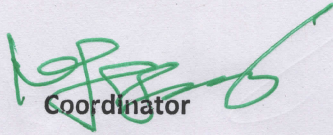
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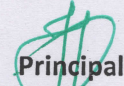
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(An Autonomous Institution, Affiliated to Anna University, Chennai)
Valley Campus, Pollachi Highway, Coimbatore – 641 032

Date:11.05.2023

CIRCULAR

It is hereby informed that Electrical Maintenance committee meeting is scheduled on 16.05.2023 at 12:00 pm in principal board room. All the Electrical Maintenance committee members are requested to attend the meeting and give your valuable suggestions.


Coordinator

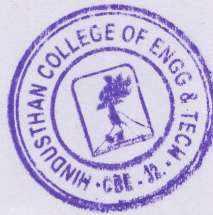

Principal

PRINCIPAL

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MINUTES OF MEETING

Date: 16.06.2023

The Electrical Maintenance committee meeting was held on 16.05.2023 at 12:00PM in Principal board room.

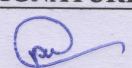
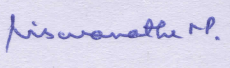
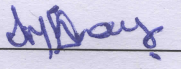
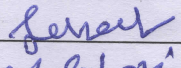
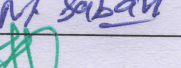
The following were discussed with the members.

1. The committee reviewed the work done as suggested in the last meeting.
2. The committee reviewed the power consumption during the last six months.
3. The committee discussed about the repairs and new works to be done.

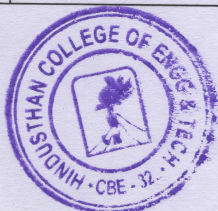
S.No	Nature of work
1	Wiring and lift works needs to be done at Vasthu and new blocks
2	Switch board Works needs to be done at MBA block.
3	LED light works needs to be done at Principal and Board room.
4	Lighting Works needs to be done at Principal and Board room.
5	Bulbs has to be replaced at all hostels.
6	CCTV wiring works needs to be done at all department block.
7	Battery needs to be fixed at Main block.
8	Tube lights and Fans are needs to be replaced at all blocks.
9	Electrical maintenance team must ensure that no trees are touching the electrical lines.
10	Repairing of switches must be done immediately whenever there is complaint from the manager
11	Lighting arrangements during the functions in the auditorium must be done perfectly.
12	Replacement of lights in the roads must be done immediately whenever there is complaint.

The meeting end with a thanks note.

Members Present:

S.No	NAME	DESIGNATION	POSITION	SIGNATURE
01	Mr M Sankaralingam	Maintenance Manager	Co-Coordinator	
02	Mr.M.P.Viswanathan	AP/EEE	Co-Coordinator	
02	Mr.M Easwaramoorthy	Chief Electrician	Member	
03	Mr.S T Jayaraj	Electrician	Member	
04	Mr.M Sabariappan	Electrician	Member	

Coordinator



Principal
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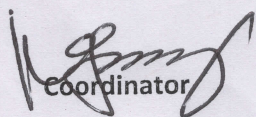
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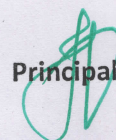


Date: 11.08.2023

CIRCULAR

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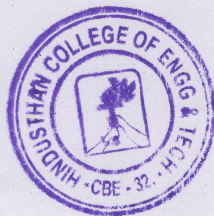

Coordinator


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MINUTES OF MEETING

Date: 17.08.2023

The Electrical Maintenance committee meeting was held on 16.08.2023 at 12:00PM in Principal board room.

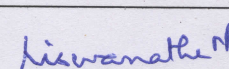
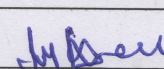
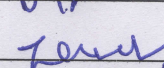
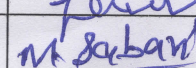
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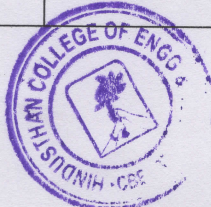
S.No	Nature of work
1	Lift maintenance in New Block to be carried out.
2	Damaged Switch Boards in class rooms to be repaired.
3	LED light installations to be carried out.
4	UPS Annual maintenance to be carried out
5	Fans and tube lights which are not working in main block to be replaced.
6	CCTV wiring works needs to be done at all department block.
7	Battery needs to be fixed at Main block.
8	Any extra requirements for power points for projectors to be met.
9	Electrical maintenance team must ensure that no trees are touching the electrical lines.
10	Repairing of switches must be done immediately whenever there is complaint from the manager
11	Lighting arrangements during the functions in the auditorium must be done perfectly.
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Coordinator



Principal

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