



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

Maintenance Committee

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MAINTENANCE COMMITTEE

This committee is responsible for developing and implementing strategies for the effective maintenance of the institute's infrastructure and other related facilities. The committee ensures that annual building and other maintenance requirements are satisfied. Identification and planning of preventative maintenance needs is also an important one.

OBJECTIVES

- To ensure proper maintenance of physical property and facilities in the campus
- Ordinary preventive maintenance
- Long range plans for repairs/replacement of equipment
- Regular review of the conditions of infrastructure and other facilities.

GOAL

- To ensure smooth and proper functioning of the housekeeping on daily basis.
- Ensuring that wastage of goods is reduced to a minimum.
- Ensuring excellence in housekeeping sanitation, safety and aesthetics of the college premises
- Maintaining gardens and lawns in the campus by using efficient garden and landscape maintenance equipment.
- Creating safe environment in campus by installing and maintaining fire Extinguishers, and CCTV cameras in the campus.
- Ensuring that campus pathways are safe, adequately distributed for pedestrians and for those with disabilities and that enhance and feature the best qualities of the campus environment.
- Ensuring uninterrupted water and power supply in the campus.
- Utilizing and maintaining college furniture efficiently.
- Ensuring timely availability of medical facilities and first aid kit.
- Ensuring maintenance of academic buildings, hostels, laboratories, and the campus.

ROLES & RESPONSIBILITIES

- Develop a plan to respond quickly and appropriately to maintenance emergencies
- Co-ordinate maintenance work with concerned staff

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- To regularly review the condition of the campus building, ground, utilities and other infrastructure to ensure their adequacy
- To bring to the notice of authority on any irregularities in the conditions of the infrastructure and facilities
- Ensure cleanliness and neatness inside the campus.

MAINTENANCE COMMITTEE COMPOSITION

The maintenance committee consists of a Chair person with six faculty as members of Maintenance Committee.

PERIODICITY OF THE COMMITTEE MEETINGS

Meetings will be organized twice in a year. In the event of any complaints from students urgent meetings will be called for.

MAINTENANCE POLICY

The Maintenance Committee of Thamirabharani Engineering College is intended to maintain a safe and healthy environment with a fully integrated team and a maintenance system through regular inspections, follow-up and enforcement to ensure in grooming our students to serve as an effective and responsible citizens of our Nation.

The maintenance Coordinator coordinates the team and he is over all in charge of the maintenance of infrastructure. He is assisted by six maintenance committee members from various department. Besides regular maintenance work, any major repair or renovation work is reported to the Management through the Principal, and outsourcing from appropriate agencies is done, if needed.


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PROCEDURE ADAPTED FOR MAINTENANCE OF PHYSICAL AND ACADEMIC FACILITIES:

To maintain and upkeep the infrastructure campus facilities and equipment, following activities are taken by college.

Maintenance of Physical Facilities

The coordinators with a team of members monitor the maintenance and cleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities, staff lounge, students amenity areas, cafeteria and hostel buildings. Transport facilities are monitored and maintained by the coordinators and his support staff. Annual maintenance of all vehicles is done promptly at the end of the academic year.

Maintenance of Classrooms, Furniture, Seminar Halls and Auditorium

Classrooms with furniture and teaching aids are maintained by the respective block class room staff in-charges attendants and supervised by the respective coordinators.

Seminar halls and auditorium are maintained under the control of the staff in-charge and the college electrician. The cleanliness is taken care of by the housekeeping team. Effective utilisation of seminar halls and auditoria for organizing academic meetings, seminars, conferences and cultural events is made. Repair and maintenance of assets are undertaken on need basis.

For accessing the facilities, the organizing faculty/staff member submits an application to the staff in-charge, through HoD the date of event is registered and the halls are accessed on priority basis.

Maintenance of Laboratories & Lab Equipment

The laboratory staff in-charge and technician take care of their respective laboratories. The laboratory staff in-charge report to the Head of the Department periodically for all the maintenance works.

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 high end equipments are made available to the users. In campus users register in the log books and are responsible for the safe handling of the equipments.

Breakage and repair if any are reported to the Head of Department or the concerned Lab in-charge as the case may be and suitable measures are taken for speedy functioning of the equipment. Breakage of

glassware intended for use by students is entered and charges levied based on the cost of the equipment payable by the students at the end of the year.

Department wise laboratory stock registers are maintained by the concerned laboratory staff In-Charge under the observation of Head of the Department.

Maintenance of ICT Facilities

The annual maintenance includes the required software installation, antivirus and up gradation. To minimize e-waste, electronic gadgets like projectors, computers, printers, photocopiers are serviced and reused. Campus Wi-Fi is maintained by respective campus computer lab technicians.

Maintenance of Sports and Games Facility

Great importance is given to sports in Thamirabharani Engineering College besides academic activities. Students can get relieved of mental stresses and focus on physical activities. Sports activities help the students to keep them physically, mentally, emotionally and intellectually fit. Our college provides a good platform for the students to get acquainted with both indoor and outdoor games.

The sports equipment, fitness equipment, ground and various courts in both the campuses are supervised and maintained by the sports coordinator and staff in-charge of Physical Education Department respectively.

Ground level maintenance is done weekly. Expensive equipments in the fitness lab are maintained through Annual Maintenance.

Maintenance of Campus Cleanliness

Cleaning of the campus areas in both campuses including the academic and administrative buildings is performed daily in the morning before the regular classes begin with the help of the housekeeping team. Toilets are cleaned twice every day. The whole campus areas in various blocks are maintained by the respective block coordinators and staff in-charges.

Maintenance of Annual Stock Checking

Annual stock checking of lab equipment, stationery, ICT facilities, sports items and all assets and reporting of repairs is done by designated coordinators and staff in-charge as a year ending activity and the consolidated report is submitted to the principal to take up necessary actions if required.

Replacement of Equipment/ Electronics /Computers

The maintenance comprises actions that are carried out to replace worn out assets. To avoid e-waste the outdated electronics /computers are put on buy back as per norms and new items are procured. Outsourcing is done, whenever necessary, for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband, updating of software by computer hardware technician.

Maintenance and Utilization of Library and Library Resources

The library staff is clearly instructed in the care and handling of library assets, particularly during processing, shelving and conveyance of documents.

Dust should not be allowed to deposit on the books, Journals and articles. Cleaning should be done regularly and carefully.

The maintenance of the reading room and stock verification of library books is done regularly by library staff.

Maintenance of Hostel & Mess

There are two hostels, one for boy students and the other for girl students, in the college campus. Hostel rooms are allocated to students on the basis of their application; the applications are processed on merit basis.

They are encouraged to participate in sports, games and cultural activities. The hostels maintain strict rules and regulations of discipline for its smooth running.

Maintenance and Utilization of College Buses

The College buses are maintained by the transport coordinator, staff in-charge and his supporting staffs. Annual maintenance of all vehicles is done promptly at the end of the academic year; the repairs of the vehicles are outsourced, whenever necessary.

Maintenance of CCTV

The College has installed multiple CCTVs on the campus. The equipment inspects every month and minor repairs & maintenance checks are taken care of by coordinator and his team members, also outsourced, whenever necessary.

Maintenance of power house:

Following SOP is followed for uninterrupted power supply in college premises.

- Checking diesel in storage tank daily and Replenishing stock of diesel.
- Checking distilled water level in radiator daily, and if any shortage is found, it is refilled.
- Checking lubricant oil and specific gravity of distilled water of batteries.
- Cleaning the Radiator fan belt, generators daily.
- Maintaining load balance in three phases of generators, painting plinths and machines for every one year.
- Registering the number of working hours of each generator.
- Checking earth resistance and watering the earth pits weekly.

Maintenance of other amenities

The campuses are equipped with 24/7 safe and adequate drinking water supply using water purifiers under Annual Maintenance Contractor.

Fire Extinguishers are provided in different locations of the building for safety purpose. Coordinator and Staff in-charge maintains a list of Fire Extinguishers along with the type and location. Frequency, due date and completion of refilling are recorded in the same.

Maintenance of Garden

In TEC we are maintaining the garden through regular activities such as watering, thinning, weeding, fertilizing, mulching, composting, and monitoring for pests. These activities promote healthy plants by providing for their needs.

This sprawling campus provides a holistic education in an ambience that makes no compromise on discipline, dedication and commitment.


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Emergency Maintenance

Day to day maintenance includes daily running repairs, like replacing light bulbs, repairing water leakages - leaking water pipes, taps, valves and cisterns, cleaning blocked drains, repairing locks and door handles and other minor repairs that necessitate day to day maintenance checks are taken care of by the coordinators and his team members.

In the College premise, we ensure the congenial learning environment for the benefit and welfare of the students through the proper maintenance of all Physical, Academic and Support facilities.



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
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15.06.2016

CIRCULAR- CONSTITUTION OF MAINTENANCE COMMITTEE

The following staff members are deputed as Members of Maintenance committee for the Academic Year 2016-17.

Members	Designation & Dept.	Responsibility
Mr. Ravi T	Asst. Prof. in EEE	Coordinator
Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members
Mr. Saravana Kumar R	Asst. Prof. in Mech	Members
Mr. David D G	Asst. Prof. in CSE	Members
Mr. Arunachalam V	Asst. Prof. in ECE	Members
Mr. Selvakumar S	Asst. Prof. in S&H	Members


Coordinator




Principal

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THAMIRABHARANI ENGINEERING COLLEGE

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Date: 06.07.2016

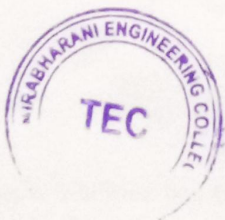
CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 07.07.2016 at 012.30 p. m. in the civil seminar hall for the academic year 2016-2017.

Agenda:

1. Addressing by the coordinator.
2. To review the maintenance work of previous odd semester year 2016-17.
3. To review of opening stock and closing stocks of various laboratories
4. To review the library and departmental stock verification reports.
5. To review the condemnation of laboratory equipments, if any.
6. To review of common room maintenance.

G. Senthil
6/7/16
Coordinator



Principal

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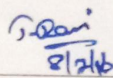
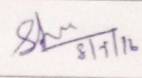
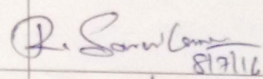
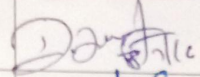
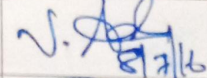
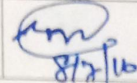
Date: 08.07.2016

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person


Venue: Mechanical seminar hall

Members Present:

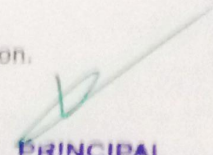
S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Ravi T	Asst. Prof. in EEE	Coordinator	
2.	Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members	
3.	Mr. Saravana Kumar R	Asst. Prof. in Mech	Members	
4.	Mr. David D G	Asst. Prof. in CSE	Members	
5.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	
6.	Mr. Selvakumar S	Asst. Prof. in S&H	Members	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The maintenance work reports of previous semester are submitted for verification.
3. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
4. The library stock verification report is submitted for verification.
5. It is found that there is no condemnation of laboratory equipments.
6. Review on the maintenance of common room verification.
7. The meeting came to the conclusion with the thanks extended by Chairperson.


Coordinator




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
Date: 06.12.2016

CIRCULAR

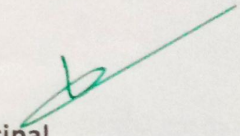
This is to inform you that it is planned to conduct the Maintenance Committee meeting on 07.12.2016 at 01.30 p. m. in the mechanical seminar hall for the academic year 2016-2017.

Agenda:

1. Addressing by the coordinator.
2. To review of opening stock and closing stocks of various laboratories
3. To review the library and departmental stock verification reports.
4. To review the condemnation of laboratory equipments, if any
5. To review of water tank and common room maintenance.


Coordinator




Principal

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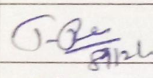
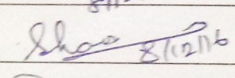
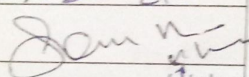
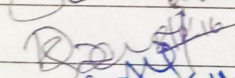
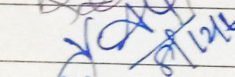
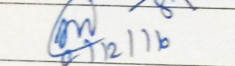
Date: 08.12.2016

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

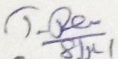
Venue: Mechanical seminar hall

Members Present:

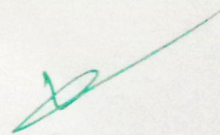
S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Ravi T	Asst. Prof. in EEE	Coordinator	
2.	Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members	
3.	Mr. Saravana Kumar R	Asst. Prof. in Mech	Members	
4.	Mr. David D G	Asst. Prof. in CSE	Members	
5.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	
6.	Mr. Selvakumar S	Asst. Prof. in S&H	Members	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
3. The library stock verification report is submitted for verification.
4. It is found that there is no condemnation of laboratory equipments.
5. Review on the maintenance of water tank and common room submitted for verification.
6. The meeting came to the conclusion with the thanks extended by Chairperson.


Coordinator




Principal

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
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19.06.2017

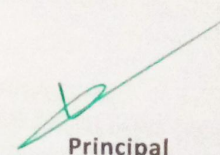
CIRCULAR- CONSTITUTION OF MAINTENANCE COMMITTEE

The following staff members are deputed as Members of Maintenance committee for the Academic Year 2017-18.

Members	Designation & Dept.	Responsibility
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Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members
Mr. Saravana Kumar R	Asst. Prof. in Mech	Members
Mr. David D G	Asst. Prof. in CSE	Members
Mr. Arunachalam V	Asst. Prof. in ECE	Members
Mr. Selvakumar S	Asst. Prof. in S&H	Members


Coordinator




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Date: 03.07.2017

CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 04.07.2017 at 012.30 p. m. in the Mechanical seminar hall for the academic year 2017-2018.

Agenda:

1. Addressing by the coordinator.
2. To review the maintenance work of previous odd semester year 2017-18.
3. To review of opening stock and closing stocks of various laboratories
4. To review the library and departmental stock verification reports.
5. To review the condemnation of laboratory equipments, if any.
6. To review of Toilet maintenance.


Coordinator



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Principal

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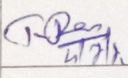
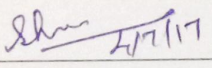
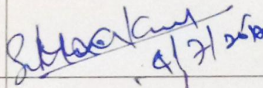
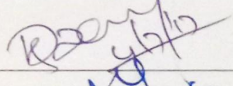
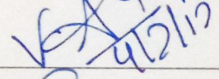
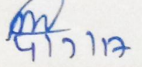
Date: 04.07.2017

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

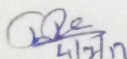
Venue: Mechanical seminar hall

Members Present:

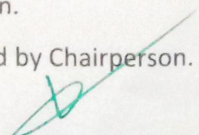
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2.	Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members	
3.	Mr. Saravana Kumar R	Asst. Prof. in Mech	Members	
4.	Mr. David D G	Asst. Prof. in CSE	Members	
5.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	
6.	Mr. Selvakumar S	Asst. Prof. in S&H	Members	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The maintenance work reports of previous semester are submitted for verification.
3. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
4. The library stock verification report is submitted for verification.
5. It is found that there is no condemnation of laboratory equipments.
6. Review on the maintenance of Toilet submitted for verification.
7. The meeting came to the conclusion with the thanks extended by Chairperson.


Coordinator




PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.


Date: 04.12.2017

CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 05.12.2017 at 01.30 p. m. in the Mechanical seminar hall for the academic year 2017-2018.

Agenda:

1. Addressing by the coordinator.
2. To review of opening stock and closing stocks of various laboratories
3. To review the library and departmental stock verification reports.
4. To review the condemnation of laboratory equipments, if any
5. To review of generator and class room maintenance.


4/12/17
Coordinator




Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepenkulam Road
Thatchanallur, Tirunelveli – 627 358.

Date: 06.12.2017

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

Venue: Mechanical seminar hall

Members Present:

S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Ravi T	Asst. Prof. in EEE	Coordinator	G. Ravi 6/12/17
2.	Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members	Shanmugapriyan P 6/12/17
3.	Mr. Saravana Kumar R	Asst. Prof. in Mech	Members	R. Saravana Kumar 6/12/17
4.	Mr. David D G	Asst. Prof. in CSE	Members	David D G 6/12/17
5.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	Arunachalam V 6/12/17
6.	Mr. Selvakumar S	Asst. Prof. in S&H	Members	Selvakumar S 6/12/17

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
3. The library stock verification report is submitted for verification.
4. It is found that there is no condemnation of laboratory equipments.
5. Review of generator and class room submitted for verification.
6. The meeting came to the conclusion with the thanks extended by Chairperson.

G. Ravi
Coordinator



[Signature]
Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepenkulam Road
Thatchanallur, Tirunelveli - 627 358



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

27.06.2018

CIRCULAR- CONSTITUTION OF MAINTENANCE COMMITTEE

The following staff members are deputed as Members of Maintenance committee for the Academic Year 2018-19.

Members	Designation & Dept.	Responsibility
Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator
Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members
Mr. Ramnath M	Asst. Prof. in CSE	Members
Mr. Arunachalam V	Asst. Prof. in ECE	Members
Mr. Prabakaran	Asst. Prof. in Mech	Members
Mrs. Kanagavalli	Asst. Prof. in S&H	Members

Sale
27/6/18
Coordinator



- Circulated to all Departments HoDs and Committee members

[Signature]
Principal
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

Date: 11.07.2018

CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 12.07.2018 at 01.00 p. m. in the ECE seminar hall for the academic year 2018-2019.

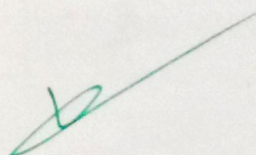
Agenda:

1. Addressing by the coordinator.
2. To review the maintenance work of previous odd semester year 2018-19.
3. To review of opening stock and closing stocks of various laboratories
4. To review the library and departmental stock verification reports.
5. To review the condemnation of laboratory equipments, if any.
6. To review of hostel and mess maintenance.


Coordinator



- Circulated to all Departments HoDs and Committee members


Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

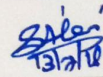
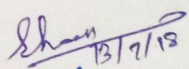
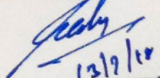
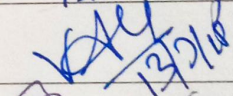
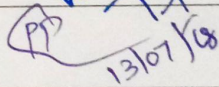
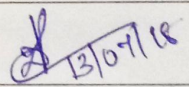
Date: 13.07.2018

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

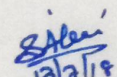
Venue: ECE seminar hall

Members Present:

S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator	
2.	Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members	
3.	Mr. Ramnath M	Asst. Prof. in CSE	Members	
4.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	
5.	Mr. Prabakaran	Asst. Prof. in Mech	Members	
6.	Mrs. Kanagavalli	Asst. Prof. in S&H	Members	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The maintenance work reports of previous semester are submitted for verification.
3. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
4. The library stock verification report is submitted for verification.
5. It is found that there is no condemnation of laboratory equipments.
6. Review on the maintenance of hostel and mess submitted for verification.
7. The meeting came to the conclusion with the thanks extended by Chairperson.


Coordinator




PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE Principal
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road

Thatchanallur, Tirunelveli – 627 358.

Date: 10.12.2018

CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 11.12.2018 at 02.00 p. m. in the ECE seminar hall for the academic year 2018-2019.

Agenda:

1. Addressing by the coordinator.
2. To review of opening stock and closing stocks of various laboratories
3. To review the library and departmental stock verification reports.
4. To review the condemnation of laboratory equipments, if any
5. To review of corridor and exit route maintenance.

Silvan
10/12/18
Coordinator



[Signature]
Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

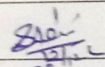
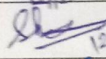
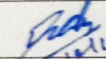
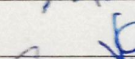
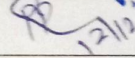

Date: 12.12.2018

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

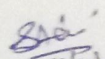
Venue: ECE seminar hall

Members Present:

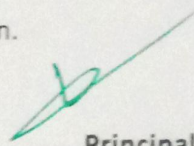
S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator	
2.	Mr. Shanmugapriyan P	Asst. Prof. in Civil	Members	 12/12/18
3.	Mr. Ramnath M	Asst. Prof. in CSE	Members	 12/12/18
4.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	 12/12/18
5.	Mr. Prabakaran	Asst. Prof. in Mech	Members	 12/12/18
6.	Mrs. Kanagavalli	Asst. Prof. in S&H	Members	 12/12/18

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
3. The library stock verification report is submitted for verification.
4. It is found that there is no condemnation of laboratory equipments.
5. Review of corridor and exit route maintenance submitted for verification.
6. The meeting came to the conclusion with the thanks extended by Chairperson.


Coordinator




Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

26.06.2019

CIRCULAR- CONSTITUTION OF MAINTENANCE COMMITTEE

The following staff members are deputed as Members of Maintenance committee for the Academic Year 2019-20.

Members	Designation & Dept.	Responsibility
Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator
Mr. Ramnath M	Asst. Prof. in CSE	Members
Ms. Caroline Regi Praveena A	Asst. Prof. in Civil	Members
Mr. Arunachalam V	Asst. Prof. in ECE	Members
Mr. Prabakaran	Asst. Prof. in Mech	Members
Mrs. Kanagavalli	Asst. Prof. in S&H	Members

Signature
26.6.19
Coordinator



Signature
Principal

PRINCIPAL

THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road

Thatchanallur, Tirunelveli – 627 358.

Date: 02.07.2019

CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 03.07.2019 at 01.00 p. m. in the EEE seminar hall for the academic year 2019-2020.

Agenda:

1. Addressing by the coordinator.
2. To review the maintenance work of previous odd semester year 2019-20.
3. To review of opening stock and closing stocks of various laboratories
4. To review the library and departmental stock verification reports.
5. To review the condemnation of laboratory equipments, if any.
6. To review of structural maintenance.
7. To review of Water Tank maintenance.

S. Anand
2/7/19
Coordinator



[Signature]
Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road.
Thatchanallur, Tirunelveli - 627 358.

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road

Thatchanallur, Tirunelveli – 627 358.


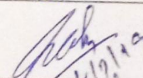
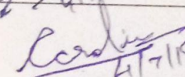
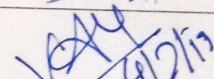
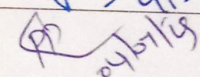
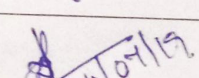
Date: 04.07.2019

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

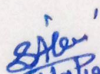
Venue: EEE seminar hall

Members Present:

S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator	
2.	Mr. Ramnath M	Asst. Prof. in CSE	Members	
3.	Ms. Caroline Regi Praveena A	Asst. Prof. in Civil	Members	
4.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	
5.	Mr. Prabakaran	Asst. Prof. in Mech	Members	
6.	Mrs. Kanagavalli	Asst. Prof. in S&H	Members	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The maintenance work reports of previous semester are submitted for verification.
3. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
4. The library stock verification report is submitted for verification.
5. It is found that there is no condemnation of laboratory equipments.
6. Review on the maintenance of structural submitted for verification.
7. Review on the maintenance of Water Tank submitted for verification.


Coordinator




PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE Principal
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

Date: 04.12.2019

CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 05.12.2019 at 02.00 p. m. in the ECE seminar hall for the academic year 2019-2020.

Agenda:

1. Addressing by the coordinator.
2. To review of opening stock and closing stocks of various laboratories
3. To review the library and departmental stock verification reports.
4. To review the condemnation of laboratory equipments, if any
5. To review of CCTV maintenance.
6. To review of Play Grounds maintenance.

S. A. S.
4/12/19
Coordinator



[Signature]
Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road

Thatchanallur, Tirunelveli – 627 358.

Date: 06.12.2019

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

Venue: ECE seminar hall

Members Present:

S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator	
2.	Mr. Ramnath M	Asst. Prof. in CSE	Members	
3.	Ms. Caroline Regi Praveena A	Asst. Prof. in Civil	Members	
4.	Mr. Arunachalam V	Asst. Prof. in ECE	Members	
5.	Mr. Prabakaran	Asst. Prof. in Mech	Members	
6.	Mrs. Kanagavalli	Asst. Prof. in S&H	Members	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
3. The library stock verification report is submitted for verification.
4. It is found that there is no condemnation of laboratory equipments.
5. Review of CCTV maintenance submitted for verification.
6. Review of Play Grounds maintenance submitted for verification.
7. The meeting came to the conclusion with the thanks extended by Chairperson.

Coordinator



Principal

PRINCIPAL

THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road

Thatchanallur, Tirunelveli – 627 358.

20.04.2020

CIRCULAR- CONSTITUTION OF MAINTENANCE COMMITTEE

The following staff members are deputed as Members of Maintenance committee for the Academic Year 2020-21.

Members	Designation & Dept.	Responsibility
Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator
Mr. Ramnath M	Asst. Prof. in CSE	Members
Mr. Muthu ganesh M	Asst. Prof. in Civil	Members
Mr. Arunachalam V	Asst. Prof. in ECE	Members
Mr. Prabakaran	Asst. Prof. in Mech	Members
Mrs. Kanagavalli	Asst. Prof. in S&H	Members

S. Arumuga Kani S
Coordinator



[Signature]
Principal

PRINCIPAL

THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

Date: 13.07.2020

CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 16.07.2020 at 01.00 p. m. in the EEE seminar hall for the academic year 2020-2021.

Agenda:

1. Addressing by the coordinator.
2. To review the maintenance work of previous year 2019-20.
3. To review of opening stock and closing stocks of various laboratories
4. To review the library and departmental stock verification reports.
5. To review the condemnation of laboratory equipments, if any.

S. Anand
13/7/2020
Coordinator



[Signature]
Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Thatchanallur, Tirunelveli - 627 358.

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE

Chathirampudukulam, Chidambaranagar-Vepemkulam Road

Thatchanallur, Tirunelveli – 627 358.

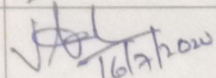
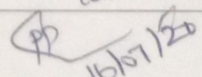
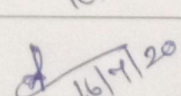
Date: 16.07.2020

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

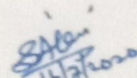
Venue: EEE seminar hall

Members Present:

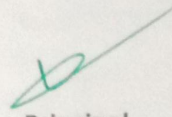
S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator	
2.	Mr. Muthu Ganesh M	Asst. Prof. in Civil	Member	
3.	Mr. Ramnath M	Asst. Prof. in CSE	Member	
4.	Mr. Arunachalam V	Asst. Prof. in ECE	Member	
5.	Mr. Prabakaran	Asst. Prof. in Mech	Member	
6.	Mrs. Kanagavalli	Asst. Prof. in S&H	Member	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The maintenance work reports of previous year 2019-20 are submitted for verification.
3. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
4. The library stock verification report is submitted for verification.
5. It is found that there is no condemnation of laboratory equipments.


Coordinator




Principal

PRINCIPAL
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam Village,
Chidambaranagar - Vepemkulam Road,
Tirunelveli - 627 358



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

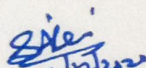
Date: 07.12.2020

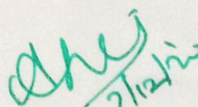
CIRCULAR

This is to inform you that it is planned to conduct the Maintenance Committee meeting on 08.12.2020 at 01.00 p. m. in the EEE seminar hall for the academic year 2020-2021.

Agenda:

1. Addressing by the coordinator.
2. To review the maintenance work of previous year 2019-20.
3. To review of opening stock and closing stocks of various laboratories
4. To review the library and departmental stock verification reports.
5. To review the condemnation of laboratory equipments, if any


Coordinator


Principal

- Circulated to all Departments HoDs and Committee members



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
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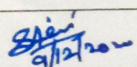
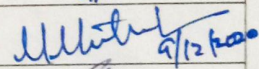
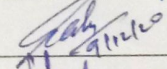
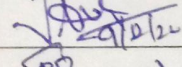
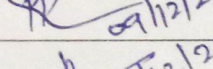
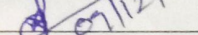
Date: 09.12.2020

Minutes of Meeting of Maintenance Committee

Chaired by: Chair person

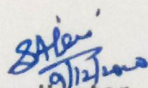
Venue: EEE seminar hall

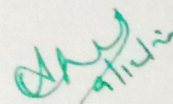
Members Present:

S. No	Name of the Member	Designation	Committee Role	Signature
1.	Mr. Arumuga Kani S	Asst. Prof. in EEE	Coordinator	
2.	Mr. Muthu Ganesh M	Asst. Prof. in Civil	Member	
3.	Mr. Ramnath M	Asst. Prof. in CSE	Member	
4.	Mr. Arunachalam V	Asst. Prof. in ECE	Member	
5.	Mr. Prabakaran	Asst. Prof. in Mech	Member	
6.	Mrs. Kanagavalli	Asst. Prof. in S&H	Member	

Points Discussed:

1. The role and the responsibilities has been explained to all the members and asked them to keep the records in their respective section.
2. The maintenance work reports of previous year 2019-20 are submitted for verification.
3. The stock registers of all labs are submitted to review of opening stock and closing stocks of various laboratories
4. The library stock verification report is submitted for verification.
5. It is found that there is no condemnation of laboratory equipments.
6. The Chairperson insisted faculty members to provide sanitization for all students and advise students to maintain social distance.
7. The meeting came to the conclusion with the thanks extended by Chairperson.


Coordinator


Principal