



Hindusthan

College of Engineering and Technology
Coimbatore – 641 032

Date: 04.05.2021

COMPUTER MAINTENANCE COMMITTEE MEETING CIRCULAR

It is hereby informed that, the computer maintenance committee meeting is scheduled on 05.05.2021 by 4.30pm at Department of Principal board room. All the Computer Maintenance Committee Members are requested to attend the meeting and give your valuable suggestions.


Coordinator


Principal

Copy To

1. The Computer Maintenance Committee Members
2. All Hods / Establishments
3. File




PRINCIPAL
Hindusthan College of Engineering & Technology
COIMBATORE - 641 032

Date: 06.05.2021

The Computer Maintenance Committee Meeting was held on 05.05.2021 by 4.30pm at Principal board room.

The following were discussed with the members.

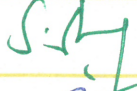


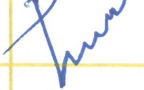


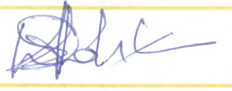
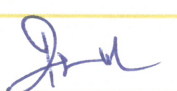
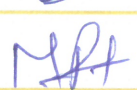
1. The committee reviewed the work done as suggested in the last meeting.
2. The committee verified the Computer peripherals maintained during the last six months.
3. The committee discussed about the repairs and new works to be done.
4. Any other

S.No	Nature of work
1	Toner Refilling for Ece ,Physics, Aero Depts.
2	Toner Refilling for Mechanical, MCA, S&H, Maths Depts.
3	Toner Service for Placement Cell and CMD Depts.
4	Toner Refilling for Accounts Section
5	Toner Refilling for MCT,EEE & Civil Depts.
6	Toner Service for IQAC Depts.
7	Toner Refilling for 1 st Yr lab, CSE and Accounts Main Office
8	Toner Refilling for Office, Library
9	Toner Refilling for Aero and ECE Depts.
10	Toner Refilling for Civil, MCT,CSE Lab, Automobile, Library and 1 st yr Lab.
11	Toner Refilling for I.T Staff Room.
12	Toner Refilling for IQAC, Office and Civil
13	Toner Refilling for MBA
14	Toner Refilling for Food, Agri and Chemical Depts.
15	Toner Service for Maths Staff Room
16	Toner Refilling for Bio-medical Depts.
17	Toner Refilling for Accounts Section.

The meeting ended with a thanks note.

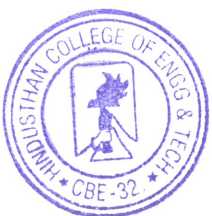



Members Present:

S.No	Name	Designation	Position	Signature
1.	Dr J Jaya	Principal	Chairperson	
2.	Dr S Shankar	HoD / Computer Science Engineering	Coordinator	
3.	Mr M. Sankaralingam	Maintenance Manager	Co-Coordinator	
4.	Mr Mohammed Ali Jinnah	System Admin	Member	
5.	Mr P Mani	Nertwork Admin	Member	
6.	Mr S Senthilkumar	Junior Hardware Engineer	Member	
7.	Mr S Marimuthu	Lab Technician	Member	
8.	Mr A Ganeshan	Lab Technician	Member	
9.	Mr D Ashok Kumar	Lab Technician	Member	
10.	Mr S Dinesh	Lab Technician	Member	
11.	Mr D Prem Kumar	Lab Technician	Member	
12.	Mr P Pugalmani	Lab Technician	Member	
13.	Mr S Varadarajan	Lab Technician	Member	
14.	Mr M Rameshkumar	Lab Technician	Member	


Coordinator


Principal




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Date: 04.11.2021

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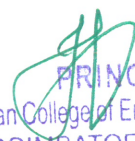

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The following were discussed with the members.

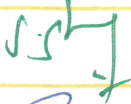
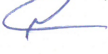

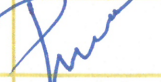

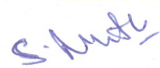
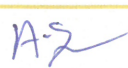
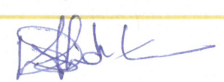



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2. The committee reviewed the Computer peripherals maintain during the last six months.
3. The committee discussed about the repairs and new works to be done.
4. Any other

S.No	Nature of work
1	Toner Refilling for Office Depts.
2	Toner Refilling for CSE,EEE and ECE Depts.
3	CPU AND Monitor – Serviced for Civil ,ECE,MBA and MCT Depts.
4	Toner Refilling for E&I, I.T and 1 st Year Lab.
5	Toner Service for CSE Dept.
6	Toner Service for E&I Dept.
7	Toner Service for MCT Dept.
8	Toner Refilling for EEE, MCT, Agricultural ,Mechanical, ECE and MCA Depts.
9	Toner Refilling for MCT Depts.
10	Toner Refilling for Mechanical Depts.
11	Toner Refilling for Placements and MBA Depts.
12	Toner Refilling for Office, Civil, CSE, S&H, MCT Depts.
13	DVR Service for Office Depts.
14	Toner Refilling for English and Civil Depts.

The meeting end with a thanks note.

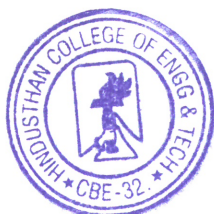


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