

# Hindusthan

## College of Engineering and Technology

### Coimbatore – 641 032

Date: 08.05.2024

#### COMPUTER MAINTENANCE COMMITTEE MEETING CIRCULAR

It is hereby informed that, the computer maintenance committee meeting is scheduled on 08.05.2024 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

Copy To

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

Principal

**PRINCIPAL**

Hindusthan College Of Engineering & Technology  
COIMBATORE - 641 032



Date: 08.05.2024

The Computer Maintenance Committee Meeting was held on 08.05.2024 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 verify 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 Science and humanity Department
2	Toner Refilling for ECE
3	Toner Refilling for AERO Department
4	Toner Refilling for mechatronics Department
5	Toner Refilling for EEE
6	Toner Refilling for Civil
7	HP Printer 1005 serviced for Placement Cell
8	Toner Refilling for Science and humanity Department
9	Toner Refilling for ECE
10	Toner Refilling for AERO Department
11	Toner Refilling for EEE
12	Toner Refilling for Civil
13	Toner Refilling for mechatronics Department
15	NVR service to hostel

The meeting end with a thanks note.



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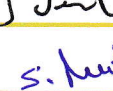

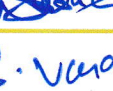

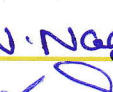




Principal  
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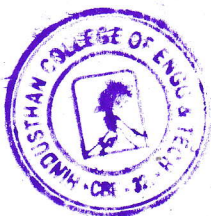
Members Present:

S.No	Name	Designation	Position	Signature
1.	Dr J Jaya	Principal	Chairperson	
2.	Dr S Shankar	HoD / Computer Science Engineering	Coordinator	
3.	Mrs K Vimala	Maintenance Manager	Co-Coordinator	
4.	Mr H Mohammed Ali Jinna	System Admin	Member	
5.	Mr P Mani	Network Admin	Member	
6.	Mr S Senthil Kumar	Junior Hardware Engineer	Member	
7.	Mr S Marimuthu	Lab Technician	Member	
8.	Mr P Pugalmani	Lab Technician	Member	
9.	Mr A Ganeshan	Lab Technician	Member	
10.	Mr D Ashok Kumar	Lab Technician	Member	
11.	Mr S Varadarajan	Lab Technician	Member	
12.	Mr D Prem Kumar	Lab Technician	Member	
13.	Mr N Nagaraj	Lab Technician	Member	
14.	Mr Manikandan R	Lab Technician	Member	
15.	Mr R Lakshamanan	Lab Technician	Member	

  
Coordinator

  
Principal  
**PRINCIPAL**

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COIMBATORE - 641 032



# Hindusthan

College of Engineering and Technology  
Coimbatore – 641 032

Date: 08.11.2024

COMPUTER MAINTENANCE COMMITTEE MEETING CIRCULAR

It is hereby informed that, the computer maintenance committee meeting is scheduled on 08.11.2024 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  
**PRINCIPAL**

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COIMBATORE - 641 032

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1. The Computer Maintenance Committee Members
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Date: 08.11.2024

The Computer Maintenance Committee Meeting was held on 08.11.2024 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 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 <sup>st</sup> 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.





Members Present:

S.No	Name	Designation	Position	Signature
1.	Dr J Jaya	Principal	Chairperson	
2.	Dr S Shankar	HoD / Computer Science Engineering	Coordinator	
3.	Mrs K Vimala	Maintenance Manager	Co-Coordinator	
4.	Mr H Mohammed Ali Jinna	System Admin	Member	
5.	Mr P Mani	Network Admin	Member	
6.	Mr S Senthilkumar	Junior Hardware Engineer	Member	
7.	Mr S Marimuthu	Lab Technician	Member	
8.	Mr P Pugalmani	Lab Technician	Member	
9.	Mr A Ganeshan	Lab Technician	Member	
10.	Mr D Ashok Kumar	Lab Technician	Member	
11.	Mr S Varadarajan	Lab Technician	Member	
12.	Mr D Prem Kumar	Lab Technician	Member	
13.	Mr N Nagaraj	Lab Technician	Member	
14.	Mr Manikandan R	Lab Technician	Member	
15.	Mr R Lakshamanan	Lab Technician	Member	
16.	Mr Karthick S	Lab Technician	Member	

  
Coordinator

  
Principal  
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