



# Hindusthan College of Engineering and Technology

Approved by AICTE, New Delhi, Accredited with 'A' Grade by NAAC  
(An Autonomous Institution, Affiliated to Anna University, Chennai)  
Valley Campus, Pollachi Highway, Coimbatore – 641 032



Date: 20.11.2020

## CIRCULAR

It is hereby informed that Civil Works and General Maintenance committee meeting is scheduled on 26.11.2020 at 1:00 pm in google meet. All Civil Works and General Maintenance committee members are requested to attend the meeting and give your valuable suggestions. The link will be sent through WhatsApp. All the Civil Works and General Maintenance committee members are instructed to install the google meet application in their mobile phone.

  
Coordinator

  
Principal  
**PRINCIPAL**  
Hindusthan College Of Engineering & Technology  
COIMBATORE - 641 032.

Copy To

1. The Civil Works and General Maintenance committee Members
2. All hods / Establishments
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Valley Campus, Pollachi Highway, Coimbatore – 641 032



Date: 26.11.2020

The Civil and General Management Committee meeting was held on 26.11.2020 at 1:00 pm through Google Meet.

The following were discussed with the members.

1. The committee reviewed the Civil Works and General issues as suggested in the last meeting
2. The committee reviewed the Civil Works and General allocation and problematic points inside the campus during the last six months.
3. The committee discussed about the new Civil and General issues and its solutions.

S.No	Nature of work
1	Damaged roads needs to be constructed inside the campus.
2	Weeds must be removed inside the campus.
3	Main Gate Board Works are necessary to done.
4	Parking allotments must be made over the campus.
5	Laboratory furniture needs to be replaced at chemistry lab.
6	Old benches have to be repaired at 1 <sup>st</sup> year block.
7	Whitening Work must be done at hostels.

The meeting end with a thanks note.

Members Present:

S.No	NAME	DESIGNATION	POSITION	SIGNATURE
01	Mr M Sankaralingam	Maintenance Manager	Member	
02	Mr.T Anandakumar	Supervisor – General maintenance	Member	
03	Mr.M Saravanan	Supervisor – General maintenance	Member	
04	Mr.J Menagadevi	Supervisor – General maintenance	Member	
05	Mrs.K.Seethalakshmi	Supervisor – General maintenance	Member	

Coordinator



Principal

**PRINCIPAL**

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Othakalmandapam Post, Coimbatore




Date: 12.11.2019

**CIRCULAR**

It is hereby informed that Civil Works & General Maintenance committee meeting is scheduled on 18.11.2019 at 1:00 pm in Principal Board Room. All the Civil and General Management committee members are requested to attend the meeting and give your valuable suggestions.

  
Coordinator

  
Principal

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Hindusthan College Of Engineering & Technology  
COIMBATORE - 641 032.

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**Minutes of the Meeting**

Date:18.11.2019

The Civil Works & General Maintenance Committee meeting was held on 18.11.2019 at 1:00PM in Principal board room.


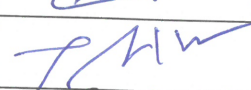

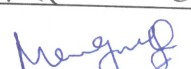

The following were discussed with the members.

1. The committee reviewed the Civil and General issues as suggested in the last meeting
2. The committee reviewed the Civil and General allocation and problematic points inside the campus during the last six months.
3. The committee discussed about the new Civil and General issues and its solutions.

S.No	Nature of work
1	Visitors chairs has to be replaced at Reception.
2	Scavenging works must be done in the main block.
3	Toilet cleaning materials must be purchased.
4	Welding works must be done in bike stand.
5	Taps has to be fixed near to HIRACING laboratory
6	Leaking of pipes should be monitored properly.

The meeting end with a thanks note.

Members Present:

S.No	NAME	DESIGNATION	POSITION	SIGNATURE
01	Mr M Sankaralingam	Maintenance Manager	Member	
02	Mr.T Anandakumar	Supervisor – General maintenance	Member	
03	Mr.M Saravanan	Supervisor – General maintenance	Member	
04	Mr.J Menagadevi	Supervisor – General maintenance	Member	
05	Mrs.K.Seethalakshmi	Supervisor – General maintenance	Member	



  
Coordinator

  
Principal

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