



# 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: 18.11.2021

## CIRCULAR

It is hereby informed that Civil Works & General Maintenance committee meeting is scheduled on 24.11.2021 at 1:00 pm in Principal Board Room. All the Civil Works and General Maintenance committee members are requested to attend the meeting and give your valuable suggestions.

  
Coordinator

  
Principal

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

Copy To

1. The Civil Works and General Maintenance committee Members
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Date: 26.11.2021

The Civil Works and General Maintenance committee meeting was held on 24.11.2021 at 1:00PM in Principal board room.

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	Water doctor has to be serviced.
2	Damaged black hose has to be fixed at GRM tank.
3	Cudappa stone has to be fixed at office.
4	The playground should be cleaned.
5	Sound System Works must be done at Auditorium.
6	Sanitary works need to be done at Main block toilets.
7	Wall ceiling works must be done at 1 <sup>st</sup> year block.
8	Rack repairs should be done at main block staff rooms

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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Date: 18.05.2022

## CIRCULAR

It is hereby informed that Civil Works & General Maintenance committee meeting is scheduled on 20.05.2022 at 1:00 pm in Principal Board Room. All the Civil Works and General Maintenance committee members are requested to attend the meeting and give your valuable suggestions.

  
Coordinator

  
Principal

**PRINCIPAL**  
Hindusthan College Of Engineering & Technology  
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## MINUTES OF THE MEETING

Date:20.05.2022

The Civil Works and General Maintenance committee meeting was held on 20.05.2022 at 1:00PM in Principal board room.


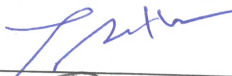

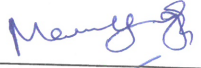

The following were discussed with the members.

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	Tiles work at Placement office
2	Damage floor has to be done at Hicet main block.
3	Damaged marbles has to be fixed at main block.
4	Main Gate name Board installation done.
5	Ceramics should be replaced at first year block.
6	Plumbing works should be done at first year block.
7	Damaged tables should be repaired.
8	Door Works to be made at laboratories.
9	Door Fittings must be done at VASTHU Building.

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**