

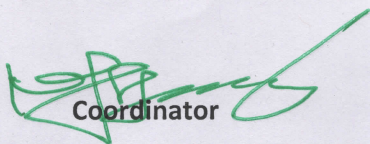
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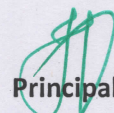
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Valley Campus, Pollachi Highway, Coimbatore – 641 032

Date:11.05.2024

CIRCULAR

It is hereby informed that Electrical Maintenance committee meeting is scheduled on 16.05.2024 at 12:00 pm in principal board room. All the Electrical 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 Electrical Maintenance Committee Members
2. All hods / Establishments
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MINUTES OF MEETING

Date: 16.06.2024

The Electrical Maintenance committee meeting was held on 16.05.2024 at 12:00PM in Principal board room.

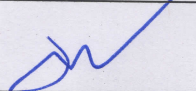
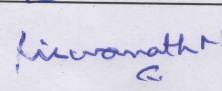
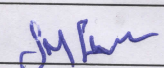
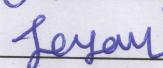
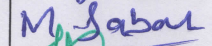
The following were discussed with the members.

1. The committee reviewed the work done as suggested in the last meeting.
2. The committee reviewed the power consumption during the last six months.
3. The committee discussed about the repairs and new works to be done.

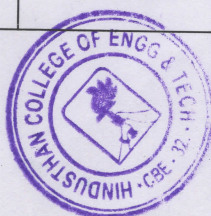
S.No	Nature of work
1	Wiring and lift works needs to be done at new blocks
2	Switch board Works needs to be done at MBA and MCA block.
3	New LED light works needs to be done at Principal and Board room.
4	Focus Lighting Works needs to be done at Principal and Board room.
5	Bulbs has to be replaced at all hostels and provisions for new wifi should be erected.
6	CCTV wiring works needs to be done at all department block and hostel.
7	Battery maintenance should be checked.
8	Solar panel maintenance work should be done
9	Electrical maintenance team must ensure that no trees are touching the electrical lines.
10	Repairing of switches must be done immediately whenever there is complaint from the manager
11	Lighting arrangements during the functions in the auditorium must be done perfectly.
12	Replacement of lights in the roads must be done immediately whenever there is complaint.

The meeting end with a thanks note.

Members Present:

S.No	NAME	DESIGNATION	POSITION	SIGNATURE
01	Mr Niyaz.J	Office-Manager	Co-Coordinator	
02	Mr.M.P.Viswanathan	AP/EEE	Co-Coordinator	
02	Mr.M Easwaramoorthy	Chief Electrician	Member	
03	Mr.S T Jayaraj	Electrician	Member	
04	Mr.M Sabariappan	Electrician	Member	

Coordinator



Principal

PRINCIPAL

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COIMBATORE - 641 032.