



# 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 Electrical Maintenance committee meeting is scheduled on 24.11.2021 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
3. File



# 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

## MINUTES OF MEETING

Date: 24.11.2021

The Electrical Maintenance committee meeting was held on 24.11.2021 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	Socket Works to be done at Dean room.
2	LED driver needs to be replaced at GYM.
3	Mic Works has to be done at PG Seminar Hall.
4	Tube light has to be replaced at vasthu building.
5	Electrical maintenance needs to be done at Dean office.
6	Exhaust fan to be replaced at 2 <sup>nd</sup> year boys hostel mess.
7	All hostels electrical wiring needs to fixed.
8	Piping Works to be done at Main block and Vasthu buildings.
9	Genset has to be serviced with lubricants.

The meeting end with a thanks note.

Members Present:

S.No	NAME	DESIGNATION	POSITION	SIGNATURE
01	Mr M Sankaralingam	Maintenance Manager	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  
Hindusthan College Of Engineering & Technology  
COIMBATORE - 641 032