

Date: 27/6/2023

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 30/6/2023 between 2PM-3PM. Requesting the committee members to attend the meeting.

## Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

(Committee Head)

To

Dr Raghvendra Kumar – Head forsturning

Mr Dileep Kumar - Supervisor





Date: 27/6/23

## Minutes of the Meeting

A meeting was held with the Principal in the Principal Office at 1:00 PM to discuss the work of the maintenance committee. Following members attended the meeting-

- 1. Dr Rahul Paul (Principal)
- 2. Dr Raghvendra Kumar (Committee Head)

Principal sir presided over the meetings.

The committee head informed him about the various complaints received to the maintenance department from various Dental & Medical departments in the college, Hostels, Admin block as well as general maintenance of the campus. Most of the complaints were addressed and resolved by the maintenance committee at the earliest and at the college level. For some of the issues which cannot be resolved in the campus, the services were outsourced and the equipments were sent to the respective persons/ company for the same, such as —

- > Problem with the RVG in Conservative & Endodontics (PG dept)
- > Repair of the acrylizer, dewaxing unit in Prosthodontics (UG dept)
- > Repair of model trimmer in Pedodontics (UG dept), Orthodontics

All the issues are addressed & resolved.

Dr Rahul Paul

(Principal)

Dr Raghvendra Kumar

Karghumely termen

(Maintenance Committee Head)



Date: 30/6/2023

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 30/6/2023 between 2PM – 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- Repair of autoclave in Prosthodontics (PG dept), Oral Surgery & Oral Medicine & Radiology
- > Dental chair related problems in various depts.
- > Repair of RVG in Conservative & Endodontics (PG dept)
- > Repair of ultrasonic scaler in Periodontics
- > Repair of Halogen light & LED light in Orthodontics
- > Repair of air conditioner in Periodontics
- > Servicing and maintenance of gas burners in Prosthodontics
- > Miscellaneous maintenance work (Scanner, Fans, Tube light, broken trolley wheel, room coolers, water pipe leakage,printer etc)

Pontal College Application



Date: 30/6/23

# **Action Taken Report**

It was noted that the acrylizer in Prosthodontics (UG dept) required repair repeatedly in last 6 months and the supplier was informed about the same and asked to do the needful to identify and rectify the issue for the future use of the equipment.

Dr Rahul Paul

(Principal)

Dr Raghvendra Kumar

(Maintenance Committee Head)



Date: 24/5/2023

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 26/5/2023 between 2PM-3PM. Requesting the committee members to attend the meeting.

#### Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

Laytmarely (Committee Head)

To

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervisor





Date: 26/5/2023

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 26/5/2023 between 2PM-3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- Repair of scaler in Sahibabad satellite clinic, Public Health Dentistry & Oral Medicine & Radiology
- Dental chair related problems in various depts.
- Repair of autoclave in Conservative & Endodontics (PG dept)
- Repair of palatal trimmer in Orthodontics
- > Repair of UV chamber in Pedodontics, Oral Surgery (PG dept)
- Repair of Vibrator in Conservative & Endodontics (PG dept)
- > Repair of model trimmer in Prosthodontics (PG dept)
- > Issues related to mobile dental van
- Miscellaneous maintenance work (Fan, Air conditioners, room coolers, Tube light, CPU, printer, almirah lock, tap leakage, etc)

Dental College Aspiral Sahibabas

Committee Head

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Date: 27/04/2023

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 28/04/2023 between 2PM-3PM. Requesting the committee members to attend the meeting.

#### Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of

3. Any other matter with permission of the committee head

(Committee Head)

To

Dr Raghvendra Kumar - Head Perfuerell Mr Dileep Kumar - Supervisor





Date: 27/04/2023

## **Minutes of the Meeting**

The Infrastructure Committee Meeting was held on 28/4/2023 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- > Repair of Water cooler in Faculty Residence..
- > Dental chair related problems in various depts..
- > Repair of Air Condition in Administrative Department.
- > Repair of Exhust fan in Boys Hostel.
- > Repair of Main door in Girls hostel.
- > Repair of Scalers in Periodontics (P.G dept.), Public Health Dentistry Dept.
- Miscellaneous maintenance work (UPS, Fan, Tube light, switch board, Air conditioners, blinds etc)



Date: 31/3/2023

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 31./03/2023 between 2PM-3PM. Requesting the committee members to attend the meeting.

#### Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of

3. Any other matter with permission of the committee head

Jeeghwaraly (Committee Head)

To

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervisor





Date: 31/3/2023

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 31/3/2023 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- > Repair of the IOPA related problem in Oral Medicine & Radiology.
- > Dental chair related problems in various depts.
- > Repair of the trimmer disc in Orthodontics.
- > Repair of the model trimmer in Pedodontics (UG dept), Prosthodontics (PG dept)
- > Repair of the dewaxing, achylizer in Prosthodontics (UG dept)
- > Repair of the Autoclave in Oral Surgery, Orthodontics.
- > Repair of the Scaler in Pedodontics(UG dept)
- ➤ Miscellaneous maintenance work (UPS, Fan, Tube light, switch board, Air conditioners, blinds etc)

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Date: 22/2/2023

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 24/2/2023 between 2PM-3PM. Requesting the committee members to attend the meeting.

## Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of

3. Any other matter with permission of the committee head

Committee Head)

To

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervisor





Date: 24/2/2023

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 24/2/2023 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- > Repair of autoclave in Periodontics, Orthodontics,
- > Dental chair related problems in various depts.
- > Repair of acrylizer in Prosthodontics (UG dept)
- > Repair of dental lathe in Pedodontics (PG dept)
- > Repair of dewaxing unit in Prosthodontics (PG dept)
- Repair of Viewer box in Oral Medicine and Radiology
- > Repair of air-rotar in Periodontics
- Miscellaneous maintenance work (Tube light, switch board, summer cooler, door handle, chair hand rest, etc)

Dental Company of the Santas S



Date: 24/1/2023

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 27/1/2023 between 2PM-3PM. Requesting the committee members to attend the meeting.

Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

(Committee Head)

То

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor





Date: 27/1/2023

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 27/1/2023 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- > Repair of autoclave, ultrasonic cleaner in Prosthodontics (PG dept)
- > Dental chair related problems in various depts.
- > Repair of dental Lathe in Pedodontics (PG dept)
- Repair of ultrasonic scaler in Periodontics
- Repair of X-ray viewer, air-rotar in Orthodontics
- > Repair of dewaxing unit in Prosthodontics (UG dept)
- Repair of autoclave in Microbiology
- Miscellaneous maintenance work (Door stopper, Fan, refrigerator, staff chair, water leakage, desktop, Tube light, student stools, switch board, etc)

Dental College Hospital



Date: 27/12/22

## Minutes of the Meeting

A meeting was held with the Principal in the Principal Office at 1:00 PM to discuss the work of the maintenance committee. Following members attended the meeting-

- 1. Dr Rahul Paul (Principal)
- 2. Dr Raghvendra Kumar (Committee Head)

Principal sir presided over the meetings.

The committee head informed him about the various complaints received to the maintenance department from various Dental & Medical departments in the college, Hostels, Admin block as well as general maintenance of the campus. Most of the complaints were addressed and resolved by the maintenance committee at the earliest and at the college level. For some of the issues which cannot be resolved in the campus, the services were outsourced and the equipments were sent to the respective persons/ company for the same, such as —

- Problem with the RVG sensor in Conservative & Endodontics (UG dept), Periodontics
- > Repair of the acrylizer, dewaxing unit in Prosthodontics (UG dept)
- > Repair of model trimmer in Orthodontics

All the issues are addressed & resolved.

Dr Rahul Paul

(Principal)

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Dr Raghvendra Kumar

(Maintenance Committee Head)



Date: 29/12/2022

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 30/12/2022 between 2PM-3PM. Requesting the committee members to attend the meeting.

Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

(Committee Head)

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervisor





Date: 30/12/2022

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 30/12/2022 between 2PM - 3PM in the Maintenance department.

Dr Raghvendra Kumar – Head Mr Dileen Kumar

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- Dental chair related problems in various depts.
- > Repair of autoclave in Conservative & Endodontics (PG dept)
- > Repair of OPG viewer, ultrasonic cleaner & autoclave in Prosthodontics (PG dept)
- > Servicing of the gas burners in Prosthodontics
- > Repair of deep fridge for cadaver in Anatomy
- > Repair of plaster dispenser & needle cutter in Pedodontics (PG dept)
- > Repair of dewaxing unit & acrylizer in Prosthodontics (UG dept)
- > Repair of autoclave & ultrasonic cleaner in Periodontics
- > Miscellaneous maintenance work (Tap leakage, blockage of the drainage, broken glass, Tube light, cartridge refill, switch board etc)



Date: 24/11/2022

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 25/11/2022 between 2PM-3PM. Requesting the committee members to attend the meeting.

Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

Voghwerely (Committee Head)

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervisor





46/1, Site-IV, Industrial Area, Sahibabad, Ghaziabad-201010 (U.P.)

Date: 25/11/2022

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 25/11/2022 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- > Repair of RVG, ultrasonic cleaner in Periodontics
- Dental chair related problems in various depts.
- > Repair of autoclave in Pedodontics (UG dept), Conservative & Endodontics (PG dept), satellite clinic, Oral Medicine & Radiology, Periodontics
- > Repair of lathe, needle cutter in Pedodontics (PG dept)
- Repair of model trimmer, welding machine in Orthodontics
- > Repair of water bath in Pharmacology, Anatomy
- > Repair of acrylizer in Prosthodontics (UG dept)
- > Arranging for regular servicing of the microscopes
- Miscellaneous maintenance work (Tap leakage, seating chair, Fan, Tube light, broken window glass, trolley wheel, almirah lock etc)



Date: 27/10/2022

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 28/10/2022 between 2PM-3PM. Requesting the committee members to attend the meeting.

Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

(Committee Head)

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervisor





46/1, Site-IV, Industrial Area, Sahibabad, Ghaziabad-201010 (U.P.)

Date: 28/10/2022

# Minutes of the Meeting

The Infrastructure Committee Meeting was held on 28/10/2022 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- > Repair of RVG sensor in Periodontics
- > Dental chair related problems in various depts.
- > Repair of compressor in satellite clinic
- > Repair of X ray machine display & dental lathe in Pedodontics (PG dept)
- > Repair of curing light in Conservative & Endodontics (UG dept)
- > Repair of autoclave in Microbiology, Public Health Dentistry
- > Repair of acrylizer in Prosthodontics (UG dept)
- Miscellaneous maintenance work (Tube light, door stopper, seat of the stool, fan, MCV, window glass, tap leakage, Air coolers, etc)



Date: 29/9/2022

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 30/9/2022 between 2PM-3PM. Requesting the committee members to attend the meeting.

Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

(Committee Head)

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Sunervi



46/1, Site-IV, Industrial Area, Sahibabad, Ghaziabad-201010 (U.P.)

Date: 30/9/2022

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 30/9/2022 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- Repair of the autoclave in Pedodontics (PG dept & UG dept)
- Dental chair related problems in various depts.
- Repair of the X ray machine, endomotor charger in Conservative & Endodontics (PG dept)
- Repair of the cadaver tank in Anatomy
- Repair of the mike in Camp
- Repair of welding machine, model trimmer in Orthodontics
- Repair of the dewaxing unit, acrylizer in Prosthodontics (UG dept)
- Repair of gas burner leakage in Biochemistry
- Miscellaneous maintenance work (UPS, Fan, Tube light, switch board, Air conditioners, blinds etc)



Date: 25/8/2022

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 26/8/2022 between 2PM-3PM. Requesting the committee members to attend the meeting.

### Agenda:

1. To discuss the pending repair & service work in different departments

2. To review the complaints received by different departments with regard to infrastructure of the college

3. Any other matter with permission of the committee head

Veglwerely (Committee Head)

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervise



Date: 26/8/2022

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 26/8/2022 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- ➤ Issue with the software & IOPA Machine in Pedodontics (PG dept)
- Dental chair related problems in various depts.
- Servicing & maintenance of the gas burners in Prosthodontics Lab
- Repair of the Generator in Camp
- Repair of the scaler, Autoclave in Periodontics
- Repair of the UV Chamber in Public Health Dentistry
- Repair of Model Trimmer in Orthodontics
- ➤ Issue with RVG sensor in Conservative & Endodontics (UG dept)
- Miscellaneous maintenance work (Fan, Tube light, Trolley wheel, Tap Leakage, Cooler, Refrigerator, Broken Stools, switch board, Air conditioners etc)

Settar College Annanca



Date: 28/7/2022

Subject: Agenda for Infrastructure Maintenance Committee Meeting

This is to inform that the Infrastructure Committee Meeting will be held in the Maintenance department on 29/7/2022 between 2PM-3PM. Requesting the committee members to attend the meeting.

#### Agenda:

- 1. To discuss the pending repair & service work in different departments
- 2. To review the complaints received by different departments with regard to infrastructure of the college
- 3. Any other matter with permission of the committee head

(Committee Head

То

Dr Raghvendra Kumar – Head

Mr Dileep Kumar - Supervisor

College Colleg



## 46/1, Site-IV, Industrial Area, Sahibabad, Ghaziabad-201010 (U.P.)

Date: 29/7/2022

## Minutes of the Meeting

The Infrastructure Committee Meeting was held on 29/7/2022 between 2PM - 3PM in the Maintenance department.

The Following members were present:

Dr Raghvendra Kumar - Head

Mr Dileep Kumar - Supervisor

The Head of the Committee presided over the Meeting at the Maintenance department

The following complaints received from different departments were reviewed & forwarded to the concerned authority.

The following matters were discussed & addressed-

- Repair of the Vibrator, Casting Machine, Pulp Tester in Conservative & Endodontics (PG Dept)
- Dental chair related problems in various depts.
- Repair of the lathe in Prosthodontics (PG dept)
- Repair of the Needle cutter in Pedodontics, Oral Surgery
- Repair of the airotor in Public Health Dentistry
- Repair of autoclave in Conservative & Endodontics (UG dept)
- Miscellaneous maintenance work (broken window glass, Fan, Tube light, Cooler, Printer ink, Desktop, switch board, Air conditioners etc)