



**MAHE INSTITUTE OF DENTAL SCIENCES & HOSPITAL**  
Affiliated to Pondicherry Central University, Recognized by Dental Council of India  
Chalakkara, P.O. Pallor, Mahe-673 310  
U.T. of Puducherry. Ph : 0490 2337765

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**4.5.2: There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports facilities, computers, classrooms etc.**

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**CERTIFICATE OF THE HEAD OF INSTITUTION**



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**Dr.ANIL MELATH, MDS.,**  
**PRINCIPAL**

**TO WHOMSOEVER IT MAY CONCERN**

**This is to certify that ,our Institution established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports facilities, computers, classrooms etc. details are given:**



**PRINCIPAL**  
**Dr. Anil Melath, MDS**  
Principal  
Mahe Institute of Dental Sciences & Hospital  
Chalakkara, P.O.Palloor, Mahe -673310  
UT of Puducherry



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**LOG BOOK OF MAINTENECE REGISTERS**

Sl No	Department	Complaints	Reported by dept. incharge	Submitted to
25/6/22		Dental chair	[Signature]	Manoj Kumar
4/7/22		Dental chair no: 4/10 problem	[Signature]	Manoj Kumar
11/7/22		Dental chair No. 6. (water problems)	[Signature]	Manoj Kumar
12/7/22		(light Pk.) Telephone Complaint	[Signature]	Jitendra
14/7/22		V.V. Sterilizer not working	[Signature]	
16/7/22		Printer problems	[Signature]	Jitendra
				Jitendra
20/7/22		Spittoon - fumbler water leakage	[Signature]	Manoj
29/7/22		Chair no. 5. Pk. under Complaint	[Signature]	Manoj
7/8/22		T.V is not working <sup>at site.</sup>	[Signature]	Jitendra
8/8/22		Chair no 4 nitralen	[Signature]	Bio Manoj
8/8/22		Chair no 3 (Pk)	[Signature]	Bio Manoj
14/8/22		Chair no 2. Pk. W/D not working	[Signature]	Manoj
24/8/22		Chair no 6. (Pk) Scalers not working	[Signature]	Manoj
2/9/22		Tube Light	[Signature]	Manoj
2/9/22		Printer Ink Empty	[Signature]	Jitendra

Verified by & Date	Service to be done/ Spares to be changed	Service done and spares changed	Remarks
25/6/22	Bolt Problem	Rectified	[Signature]
4/7/22	Change Wound down Motor + Moving Switch	Solved	[Signature]
7/7/22	Elim Main water tube change booster Pipe	Solved	[Signature]
12/07/22	Phone constant make Reduce Line ok.	Installed new phone 1-404-1-PK Solved.	Jitendra C [Signature]
25/7/22	Cover Choking + Tube Change	Solved	[Signature]
16/07/22	Power Problem	Solved	[Signature]
20/7/22	Change New water filter	Solved	[Signature]
22/7/22	Water block problem + tube changing	Solved	[Signature]
8/8/22	Electrical Problem	Solved	[Signature]
8/8/22	Water Line Problem	Solved	[Signature]
17/8/22	Rectifier	Solved	[Signature]
21/8/22	Scaler tip changed	Solved	[Signature]
2/9/22	changed	Solved	[Signature]
2/9/22	Ink changed	Solved	[Signature]

Sl No.	Department	Complaints	Reported by dept. incharge	Submitted to
<u>01/09/2022</u>				
1.	22/09/22	Chair no. 8. Suction not working	Sheeba-c.k	Mangaj
2.	23/9/22	Tube not working	Shubac	Prasad
3.	24/09/22	Phone not working	Sheeba-c.k	Jithesh
4.	11/10/22	put's side two chair <sup>not working</sup>	Shubac	Mangaj
5.	11/10/22	put's side on chair <sup>not working</sup>	Shubac	Mangaj
<u>01/10/2022</u>				
1.	5/10/22	Chair no 10. up and down not working	Sheeba-c.k	Mangaj
2.	5/10/22	Airrotor not working	Shubac	Mangaj
3.	10/10/22	Chair no 3 Switch not working <sup>up &amp; down</sup>	Sheeba-c.k	Mangaj
4.	10/10/22	Chair no - 1 Booster Switch <sup>3 way nozzle</sup> removed	Sheeba-c.k	Mangaj
5.	10/10/22	Chair no - 3 3 way water block	Sheeba-c.k	Mangaj
6.	28/10/22	V.I.P room panel light <sup>new fan</sup> broken	Shubac	Jithesh
	31/10/2022	Ac ring fitting		
	25/10/2022	Plastic distance stand <sup>Clamp Box</sup>		
	1/11/2022	V.I.P room new Pip line <sup>change</sup>		
	1/11/2022	lab tape charging		

Verified by & Date	Service to be done/ Spares be changed	Service done and spares changed	Remarks
22/9/22	Suction Jar Problem Change Suction Jar	Solved	Yes
23/9/22	Tube drying <sup>refill</sup>		Yes
24/09/22	Retraction problem <sup>replace coil</sup>	Solved	Yes
1/10/22	Change Retraction Valve Spring Valve	Solved	Yes
1/10/22	Change Spitation Coupling	Solved	Yes
5/10/22	Electric Problem	Solved	Yes
5/10/22	Retraction Valve	Solved	Yes
10/10/22	Moving Switch Change	Solved	Yes
10/10/22	Change booster Switch, 3 way Nozzle	Solved	Yes
10/10/22	Change 3 way Nozzle	Solved	Yes
28/10/22	PANEL LIGHT FIXING <sup>NEW FAN &amp; CONNECTION</sup> CHANGED	FIXED changed	Yes
			Yes
			Yes
			Yes
	Solved	new pipe lab charging	Yes

Sl No.	Department	Complaints	Reported by dept. Incharge	Submitted to
1	10.1.23	light cure not working	Shijira	Manoj Bio
2	14.1.23	Chair NO. 9 - not working	Shijira	Manoj Bio
3	17.1.23	Chair NO. 10 - not working	Shijira	Manoj Bio
4	"	Chair NO. 11 - not working	Shijira	Manoj Bio
5	"	Chair NO. 12 - not working	Shijira	Manoj Bio
6	"	Chair NO. 13 - not working	Shijira	Manoj Bio
7	4.2.23	Chair NO. 7 Section not working	Shijira	Manoj Bio
8	"	Chair NO. 4 3 way not working	Shijira	Manoj Bio
9	11.2.23	light cure - Installation	Shijira	Manoj Bio
10	23.2.23	Scaler not working	Shijira	Manoj Bio
11	23.2.23	Scaler - water not coming	Shijira	Manoj Bio
12	15.3.23	Scaler Unit - water leakage	Shijira	Manoj Bio
13	05.4.23	water booster tube - change	Shijira	Manoj Bio
14	10.5.23	Scaler Fitting	Shijira	Manoj Bio
15	18.5.23	Chair NO. 1 - Upadewis not working	Shijira	Manoj Bio
16	"	Chair NO. 4 - Suction not working	Shijira	Manoj Bio
17	"	Chair NO. 5 - Perforator not working	Shijira	Manoj Bio
18	26.5.23	Section not working		Manoj Bio

Verified by & Date	Service to be done/ Spares be changed	Service done and spares changed	Remarks
12/1/23	Elect. Problem	Solved	Yes
14/1/23	tube Problem	Solved	Yes
28/1/23	Re-wiring + Switching of chair movement	Solved	Yes
28/1/23	Re-wiring + Switching of chair movement	Solved	Yes
28/1/23	Re-wiring + Switching of chair movement	Solved	Yes
28/1/23	Re-wiring + Switching of chair movement	Solved	Yes
4.2.23	tube block	Solved	Yes
4.2.23	3way NO211 change	Solved	Yes
11/2/23	Installed	Solved	Yes
23/2/23	Water booster tubing changing	Solved	Yes
23/2/23	Secondary water tube cleaning + back tube change	Solved	Yes
15/3/23	Solenoid valve Problem	Solved	Yes
24/4/23	Change water tube & no. Chair	Solved	Yes
10/5/23	Wood Pecker Scanner Insulator + Utility Tray 3rd top changing	Solved	Yes
18/5/23	Fluoride Problem	Solved	Yes
18/5/23	Holder Switch Problem change Switch	Solved	Yes
18/5/23	tube Problem	Solved	Yes
26/5/23	tubing Problem + Electrical	Solved	Yes

SL No.	Department	Complaints	Reported by dept. Incharge	Submitted to
125	Prosthodontics	dental chair not working	9/1/22	Bio
126	Prosthodontics	dental chair water problem	18/1/22	Bio
127	Prosthodontics	dental chair water booster not working	18/1/23	Bio
128	Prosthodontics	VIP Room Aerials water not coming	19/1/22	Bio
129	Prosthodontics	Light curtain not working	19/1/22	Bio
130	Prosthodontics	dental chair up/down not working	29/1/23	Bio
131	Prosthodontics	dental chair Air tube Broken	30/1/23	Bio
132	Prosthodontics	3 way not working	30/1/23	Bio
133	Prosthodontics	water leakage in dental chair	31/1/23	Bio
134	Prosthodontics	Micro motor not working	6/2/23	Bio
135	Prosthodontics	Suction not working	8/2/23	Bio
136	Prosthodontics	Aerials water not coming	11/2/23	Bio
137	Prosthodontics	dental chair suction not working	11/2/23	Bio
138	Prosthodontics	gas leakage	16/2/23	Bio
139	Prosthodontics	X-Ray viewfinder not working	17/2/23	Bio
140	Prosthodontics	burner not working	17/2/23	Bio
141	Prosthodontics	meter not working	17/2/23	Bio
142	Prosthodontics	dental chair not working	18/2/23	Bio

Verified by & Date	Service to be done/Spares to be changed	Service done and Spares Changed	Remarks
Manoj 9/1/23	Change Air tube Light focusing - Extension	Solved	Na
17/1/23	Water Retarder Valve Change	Solved	Na
19/1/23	Water booster water change	Solved	Na
19/1/23	tube Block	Solved	Na
23/1/23	Circle Problem	Solved	Na
23/1/23	Change Moving Switch	Solved	Na
28/1/23	Change moving Switch	Solved	Na
30/1/23	3way Nozi	Solved	Na
1/2/23	Spray wand problem	Solved	Na
7/2/23	Carbonyl burner problem	Solved	Na
9/2/23	Suction tube change	Solved	Na
9/2/23	Change new Retreiver Valve Holder Part	Solved	Na
15/2/23	Electrical problem	Solved	Na
16/2/23	Change 8 No. Valve Refitting of ring change	Solved	Na
16/2/23	Refitting	Solved	Na
17/2/23	Burner Change	Solved	Na
17/2/23	Change Power Supply	Solved	Na
18/2/23	Power supply change	Solved	Na



Sr No	Department	Complaints	Reported by dept. incharge	Submitted to
24/6/22	Staff Room	Fan not working	Delphina	delphi
27/6/22	Micromiles	Shykt hand piece 2 nos Not working	Delphina	delphi
27/6/22	B.P. Apparatus	Complaint	Delphina	delphi
1/7/22	Autoclave	Isolator complaint	Delphina	delphi
11/7/22	Printer	Not working	Delphi	Delphi
11/7/22	H.M.S.	Missing	Delphi	Delphi
13/7/22	X-Ray	views not working	Delphina	delphi
13/7/22	Dental stool	5 nos. with complaint	Delphina	delphi
13/7/22	Chair no: 29	light not working	Delphi	delphi
13/7/22	Chair no: 2, 3, 4, 5, 6, 7	Amplitude	delphi	delphi
18/7/22	Airator	hand piece chucks and back top complaint	delphi	delphi
26/7/22	Chair no: 6, 7	Complaint	delphi	delphi
8/8/22	Printer	Complaint	Delphina	
10/8/22				
12/8/22	2 nos	B.P. Apparatus not working	delphi	
18/8/22	HOD Room	wash basin leaking	delphi	

Verified by & Date	Service to be done/ Spares be changed	Service done and spares changed	Remarks
26/06/22	Need to be new fan		
	Mercurium a hand piece bearing		
Delphi	Replace working condition ok		delphi
Delphi	2.2 blaster fault. Replace blaster		delphi
delphi	Need to be replace isolator	Replaced	delphi
Jithesh C	solved the problem		delphi
Jithesh C	solved the problem		delphi
	Need change Supply wire		delphi
	change steel wheel		delphi
Manoj	Electrical Problem	Solved	delphi
Manoj	Change motor character 1, 3	Solved	delphi
Manoj	Repair	Solved	delphi
Manoj	Change Cathode set	Solved	delphi
Manoj	Electrical Problem @ Moving Switch change	Solved	delphi
Jithesh C	Printer Resue failed complete		delphi
Jithesh C	Printer fuser unit sent to Group Printer service		delphi
Manoj	Change bulb and electrode + valve tube	Solved	delphi
delphi person	Change disc	same	delphi

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Sr. No.	Department	Complaints	Reported by dept. Incharge	Submitted to
		Wall Fan not working	9/4/23	Electrician
OMR		Chair no: 8 up & down not working	9/5/23	BIO
OMR		Autoclave not working	3/5/23	BIO
OMR		Autoclave Apis plug not working	05/5/23	Electrician
OMR		Chair no: 1 Light cover	7/6/23	BIO
"		Chair no: 4 chain trap movement	7/6/23	BIO
OMP		Chair no: 6 Light not working	10/6/23	BIO
"		B.P Apparatus complete	13/6/23	BIO
OMR		Intra cam - Intra cam not working	11/16/23	IT
OMR		Computer not working	10/7/23	IT
"		Chair no: 6 Light switch loose contact	10/7/23	BIO
"		CPU not working	25/7/23	IT
"		Chair no: 7 up & down not working	02/7/23	BIO
"		Chair no: 10 body back rest not working	02/7/23	BIO
"		Chair no: 9 body back rest not working	02/7/23	BIO
"		Chair not working	16/10/23	BIO
"		Chair not working	26/10/23	BIO
"		Chair light not working	9/11/23	BIO

DENTAL SCIENCES & HOSPITAL

Verified by & Date	Service to be done/Spares be changed	Service done and Spares Changed	Remarks
9/5/23	Change moving switches	Solved	Ma
18/5/23	Change coil attend	Solved	Ma
25/05/2023		Solved	Lothub
9/6/23	Change new dust cover	Solved	Ma
9/6/23	Mechanism packing	Solved	Ma
12/6/23	Bulb change	Solved	Ma
13/7/23	Change Bulb and - 1 Bulb + 1 Bulb	Solved	Ma
14/06/23	Ring system. no seal. need replace phone.		Ma
10/07/23	windows cleaning, format and repair	Solved	Ma
23/07/23	Switch and Switch holder change.	Solved	Ma
26/07/23	Power system (cable)	Solved	Ma
3/8/23	Switch Problem	Solved	Ma
3/8/23	Up and down Motor Problem	Solved	Ma
3/8/23	Electrical Problem	Solved	Ma
16/10/23	Change chair motor (2 nos)	Solved	Ma
16/10/23	Change chair PCB (3 nos)	Solved	Ma
10/11/23	Change unit bulb	Solved	Ma

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Sl. No.	Department	Complaints	Reported by	Submitted to
	OMR	Fan not speed	Sheela K.	lathika
	OMR	Fan Sound	Sheela K.	lathika
	OMR	Light not working	Sheela K.	lathika
	OMR	Footstool fan Not working	Sheela K.	lathika
	OMR	Autoclave not working	Sheela K.	Manoj
	OMR	Heated chair 9.10.11. up. Not working	Sheela	
		Chair no 3, 9 <del>fan</del> Not working	Sheela	
		Wall fan not working	Sheela	
	OMR	Computer not working	Sheela	
	OMR	All chairs (12) are checking	Sheela	
		Chair no. 9.5.3.1 not working		
	OMR	Wall fan not working	Sheela	
	OMR	Chair not working	Amthi	Manoj
	OMR	Chair no: 2 chair seat loosen	8.6.23 Bheeb	Manoj
	OMR	Chair up & down not working	05/12/23 Bheeb	BIO

DENTAL SCIENCES & HOSPITAL

Verified by & Date	Service to be done/Spares to be changed	Service done and Spares Changed	Remarks
7-06-2022	changed do fan capacitor.	solved.	
9.4.2022	Fan beeping sound need to be fan	changed do fan. solved	
5.6.2022	After reset fan damaged return to store	solved	
19/8/22	Washer Problems	Solved	No
24/10/22	Change Moving Switch, 9 chair repair team Motor Problems	Solved	No
24/10/22	Change Moving Switch, 9 Chair down - Motor Control	Solved	No
24/10/22			
7/11/22	windows repair	solved	Yes
	12 Chair Light Fixing Change 2 SMO DIST COOR 1- NO-LIGHT SWITCHER 1- NO BULB CHNG	Solved	Yes
	5 chair - OK - Motor 9-3-1 chair	Solved	Yes
27/11/22	Reaming for Running Jaws Ball	Solved	Yes
5/1/23	Electrical Problem	Solved	No
1/3/23	Bolt Broken - (Bolt Fix) Change Moving Switch	Solved	No
25/6/23	Change Moving Switch	Solved	No

Sl No	Department	Complaints	Reported by dept. incharge	Submitted to
4/4/23		Airrotor water problem.		Bio Ma
5/4/23		micro motor problem p <sub>1</sub>		Bio
5/4/23		suction not working p <sub>1</sub>		Bio
5/4/23		pu Thruway deadlamp.		Bio.
11/4/23		pu Section A.C NOT working.		Elc. Pranabha
19/4/23		pu Section Chair micro motor not working		Bio
25/4/23		chair not working	Shiba ck.	Bio
25/4/23		Airrotor complaint		Bio.
26/4/23		Tube not working fan	Shiba d	elc
10/5/23		Micro welder complaint		Bio.
10/5/23		Micro motor complaint		Bio
10/5/23		Micro motor complaint		Bio
20/5/23		chair complaint	Shiba ck.	
20/5/23		light complaint working		
20/5/23		chair center chair circuit motor not working		Bio.
22/5/23		computer not working	Shiba ck.	
22/5/23		chair not working NO. 3		
22/5/23		light not working		Bio

Verified by & Date	Service to be done/ Spares be changed	Service done and spares changed	Remarks
4/4/23	3 NO'S Dentae Chair Airrotor Water Problem	Solved	1/4/23
5/4/23 P <sub>1</sub>	Micro motor being Problem	Solved	1/4/23
5/4/23 P <sub>1</sub>	Section tube Problem	Solved	1/4/23
5/4/23 P <sub>1</sub>	3 way Syring Problem	Solved	1/4/23
19/4/23	Electric Problem	Solved	1/4/23
25/4/23 P <sub>1</sub>	Change bulb	Solved	1/4/23
25/4/23 P <sub>1</sub>	Airrotor tubing Problem	Solved	1/4/23
10/5/23	2 NO'S Spot Welder Electrical Problem	Solved	1/4/23
10/5/23	Micro motor - Control Box Problem	Solved	1/4/23
11/5/23	Micro motor being change	Solved	1/4/23
20/5/23 un.	Change 3 printer	Solved	1/4/23
20/5/23 un.	change bulb Holder	Solved	1/4/23
20/5/23 P <sub>1</sub>	Water tube Problem	Solved	1/4/23
22/5/23 P <sub>1</sub>	wa system smas part smas changed.	Solved	1/4/23
22/5/23 P <sub>1</sub>	Electric Problem	Solved	1/4/23
22/5/23 UO	Light Switch Problem	Solved	1/4/23

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Sl No	Department	Complaints	Reported by dept. incharge	Submitted to
4/7/22	Rest.	Non-Response Display		Manoj
10-7-22	Peri.	NO Power Display		Lathush
10-7-22		Computer not working		Jithush
12-7-22	Cons	Cons On Per-clinic no Power Supply		Lathush
12-7-22	Cons	Cons Per chair 7 Spoment Switch problem		Manoj
12/7/22	Cons	Cons chair not working from same up Per Clinic		M
		phantom head type - Screw - for	= 16 NO:	Manoj
13/7/22	Cons	Cons On Per sensor loose		Jithush
13/7/22	Cons	Cons Per Fan not working		Lathush
16/7/22	Cons	Cons on chair no 2 up & down light not working		Manoj
	Cons	Cons on chair no 29 Tail way Springs not working		Manoj
19-7-22	Cons	Cons on chair no 24 up & down not working		Manoj
20-7-22	Cons	Cons per Computer not working		Jithush
22-7-22	Cons	Cons Per chair no 3, Switch not working		Manoj
22-7-22	Cons	Cons Per handle holder not working		Manoj
22-7-22	Cons	Cons on chair no 10 Splitter tube broken		Manoj
26-7-22	Cons	Cons. per. Ananda complaint		Manoj
26-7-22	Cons	Cons per. Res. Sykes X-ray working		Jithush

Verified by & Date	Service to be done/ Spares be changed	Service done and spares changed	Remarks
8/7/22	4 Nos. Phantom head upper and lower key fitting	Rectified	Manoj
10/07/22	Computer ups complaint		
11/07/2022	UPS complaint.	Solved. change UPS for osmo	Jithush
12-07-2022	ETCB TIP. Extension cord complaint	Need to new Extension cord wire	Jithush
12-07-22	Rectified	Rectified	Manoj
12/7/22	Change new type screw - 16 Nos.	Solved	Manoj
13/07/22	Reconnect sensor	Solved.	Jithush
16/07/22	Change motor		
16/07/22	Chair moving Switches changing	Solved	Manoj
16/07/22	Change. Zigzag Spring	Solved	Manoj
20/07/22	power button problem	solved	Jithush
23/7/22	tubing Problem	Solved	Manoj
23/7/22	Electrical Problem	Solved	Manoj
25/7/22	Tube Problem	Solved	Manoj
25/7/22	Chuck Problem	Solved	Manoj
26/07/22	system ended	Solved	Jithush