



**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 has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports facilities, computers, classrooms etc. and the details of Minutes of the meetings of Maintenance Committee are given.

**PRINCIPAL**



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## **MINUTES OF THE MEETINGS OF THE MAINTENANCE COMMITTEE**



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**MAHE INSTITUTE OF DENTAL SCIENCES & HOSPITAL**

A Unit of Mahe Educational & Charitable NRI Trust  
Accredited by NAAC with "A+" grade

MEETING OF PHYSICAL INFRASTRUCTURAL ,MAINTENANCE AND UPGRADATION

DATE :21-09-2024

VENUE OF MEETING :CONFERENCE HALL

TIME:10.00 AM

MEMBERS PRESENT

| S.NO     | DESIGNATION | NAME OF THE PERSON | SIGNATURE |
|----------|-------------|--------------------|-----------|
| 1        | CHAIRPERSON | K.JAYARAJAN        |           |
| 2        | CONVENOR    | MR.JITHESH .C      |           |
| MEMBERS: |             |                    |           |

|    |                    |  |
|----|--------------------|--|
| 1  | DR.M.SELVAMANI     |  |
| 2  | MR.MADHU VISWANATH |  |
| 3  | DR.GEORGE THOMAS   |  |
| 4  | DR.PRASAD ARAVIND  |  |
| 5  | DR.RAJ A.C         |  |
| 6  | MR.MURALIDHARA B.V |  |
| 7  | DR.D.M.HEMALATHA   |  |
| 8  | MRS.SASIKALA       |  |
| 9  | MR.SANTHOSH .P     |  |
| 10 | MR.MANOJ KUMAR     |  |
| 11 | MR.PRASEETH C.K    |  |



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**Minutes of the Infrastructure Meeting**

**Date:** September 21, 2024

**Venue:** 1st-floor Conference Hall

**Time:** 10:00 AM

**Attendance:** See attached list

**Agenda:** Discussion on additional facilities required for the period April 2024 to March 2025.

**1. Welcome and Opening Remarks**

The Convenor welcomed the committee members and provided a brief update on the progress since the previous meeting held on May 9, 2024.

**2. Progress of Work Report**

**Status Update on Shifting the Osseo Department to the 4th Floor**

- The Osseo Department has been successfully relocated to the 4th floor, and work is currently in progress.
- The Maintenance Department is required to address the following issues in the Ortho Department:
  1. The air conditioning unit is not functioning and requires immediate attention.
  2. There are leakage problems at the parapet in the department rooms that need resolution.

**3. Completion of Installation of 30 KW Solar Power System**

- The installation of the 30 KW solar power system has been completed.
- The Maintenance Department has been instructed to evaluate the status report regarding the monthly service bill for electricity after connecting the solar system.

**4. Enhancing Security Vigilance**

- Strict security measures must be implemented to enhance vigilance and reduce accidents on the college campus.

**5. Prioritization of Chair Maintenance Before Final Exams**

- The Maintenance team must prioritize chair repairs before the commencement of the final exams.

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**6. Installation on the Sun-Facing Side of the Main Building**

- Installation on the sun-facing side of the main building has been completed.
- The water leakage issue in the badminton court of the main building needs to be identified and resolved.

**7. Water Pipe Connection for Staff Quarters**

- The water pipe connection on the ground floor of the staff quarters needs to be completed.

**8. Addressing Rat Infestation and Electrical Wiring Damage**

- The rat problem is worsening, leading to damage to electrical wiring. This issue requires urgent resolution.
- Maintenance painting will be completed after identifying the various key issues on a priority basis.

**9. AMC Renewals**

- Members presented the status of AMC renewals, and the Convenor confirmed that all AMC renewals have been completed for the year 2024. All renewed AMC contracts were provided to the members for verification.

**10. Transition to Digital X-Ray Platform**

- Members inquired about the current status of the Digital X-Ray Platform and requested that necessary requirements be initiated and completed as a priority.
- The progress of the project was discussed, including various factors contributing to delays.

**11. RVG for Prosthodontics Department**

- Members inquired about the status of the RVG for the Prosthodontics Department and emphasized the urgency of completing the requirements without further delays.

**12. Addressing Water Shortages Through Rainwater Harvesting**

- Members discussed the need to address water shortages on campus by exploring the requirements for rainwater harvesting.
- Progress on land acquisition for the construction of the harvesting tank was reviewed.

**13. Review of Smart Class Installation**

- Members reviewed the progress of installing smart classrooms in all classes.
- The convenor thanked all the members for their participation, and the meeting adjourned at 11:45 AM.

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