



VELAMMAL MEDICAL COLLEGE
HOSPITAL AND RESEARCH INSTITUTE
MADURAI - 625009

4.5.2

Minutes of the Meetings of the Maintenance Committee

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Prof. T. THIRUNAVUKARASU, M.B.B.S.,
Dean
Velammal Medical College Hospital
and Research Institute
"Velammal Village"
Madurai-Telicherry Ring Road
Anuppanadi, Madurai-625 009, T.N.



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

MADURAI

MAINTENANCE OF CAMPUS

DATE 04.09.2017

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.00 P.M – 4.00 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

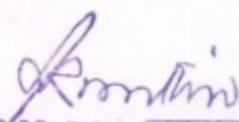
- 1.Mr.Elango – Plumbing Engineer
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed
- STP repeated motor complaints due to dry run issue
- Adjustment of Chiller for Hospital corporate area from library chiller
- Chiller pipeline water sweating service approval
- First floor fire hydrant pipeline leakage identified and arrested
- Substation-1 diesel pump installation & related work
- Ground floor kitchen cold storage room implemented
- To construct the new hostel to accommodate the male nurses and technicians within the campus

Copy Submitted to :

- The Honourable Chairman
- Dean
- Medical Superintendent
- All Committee Members


Prof. R.M. RAJA MUTHIAH, M.S., M.Ch.,
Dean
Velammal Medical College Hospital
and Research Institute
"Velammal Village"
Madurai-Tuticorin Ring Road
Anuppenadi, Madurai (TN)-625 009



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

MADURAI

MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. Senthil Kumar
2	Mr.Rajendran	Electrical Engineer	Rajendran
3	Mr.Elango	Plumbing Engineer	Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	A. Aathisankar
6	Mr.Saravanan	Manifold Incharge	Saravanan
7	Mr.Balachandran	A/C Incharge	Balachandran
8	Mr.Pandi	Safety Officer	Pandi
9	Mr.Iyappan	Electrical Engineer(SS-2)	Iyappan



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

MADURAI

MAINTENANCE OF CAMPUS

DATE : 04.03.2018

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.30P.M – 4.30 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

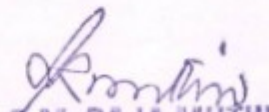
- 1.Mr.Elango – Plumbing Engineer
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed.
- Ground Floor Blood Bank Additional Power Provision for Blood Donor Area.
- Ro-Panayur Tanker Lorry Point Extra Bore Approval Discussed.
- Chiller Pipeline& AHU Additional Support in hanging & Leg Support.
- Fire Extinguisher Maintenance Checklist Prepared & Maintained.
- Ground Floor New CT & MRI Extension Work .
- Ground Master Health Checkup additional ceiling fan provision.
- Men's CRRI Hostel Fourth Floor Sanitary & Electrical Fittings Fixing Work .

Copy Submitted to :

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Velammal Medical College Hospital
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MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. Senthil Kumar
2	Mr.Rajendran	Electrical Engineer	Rajendran
3	Mr.Elango	Estate Manager	Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	A. Aathisankar
6	Mr.Saravanan	Manifold Incharge	Saravanan
7	Mr.Balachandran	A/C Incharge	Balachandran
8	Mr.Pandi	Safety Officer	Pandi
9	Mr.Iyappan	Electrical Engineer(SS-2)	Iyappan



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE
MADURAI
MAINTENANCE OF CAMPUS

DATE : 04.09.2018

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.30P.M – 4.30 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

- 1.Mr.Elango – Plumbing Engineer
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed.
- Chiller – Air Valuation Testing – 2 times /per year Approval for NABH.
- Ro – Hospital 4th Floor Dialysis Unit RO Plant Extension Work.
- STP – Garden Submerge pump replaced with mono block pump.
- In Fire Pump Room Butterfly valve problem,So Changed.
- Second Floor Dialysis Unit Additional RO Tank and pipeline installation work .
- First Floor ICU Complex existing power point removed and additional power point increasing for all ICU's.
- Fourth Floor 4 C Ward Corridor A/c , Electrical & Civil Work renovation Work.

Copy Submitted to :

- The Honourable Chairman
- Dean
- Medical Superintendent
- All Committee Members


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Dean
Velammal Medical College Hospital
and Research Institute
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The Healing Touch

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3	Mr.Elango	Plumbing Engineer	Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	A. Aathisankar
6	Mr.Saravanan	Manifold Incharge	Saravanan
7	Mr.Balachandran	A/C Incharge	Balachandran
8	Mr.Pandi	Safety Officer	Pandi
9	Mr.Iyappan	Electrical Engineer(SS-2)	Iyappan



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE
MADURAI
MAINTENANCE OF CAMPUS

DATE : 26.03.2019

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.15 P.M – 4.15 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

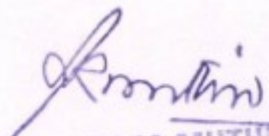
- 1.Mr.Elango – Estate Manager
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed.
- Second Floor Lift no.5 & Lift No.6 Lobby new canteen implementation related electrical work.
- RO Hospital Raw Water & Ro Water Motor ON & OFF Daily Time Schedule & Register Maintaining - Regarding.
- Documentation Training Program for HVAC Team Technician.
- First Floor Lift 2 & 4, Second Floor Pharmacy Waiting Area Light ,fan & T.V Point Wiring work.
- Medical College Terrace Fire Booster Pump Motor 7.5 HP to 10 Hp Increased .
- STP Treated Water Disinfection Purpose hypodosing Implementation Discussed.

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2	Mr.Rajendran	Electrical Engineer	Rajendran
3	Mr.Elango	Estate Manager	Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	Aathisankar
6	Mr.Saravanan	Manifold Incharge	Saravanan
7	Mr.Balachandran	A/C Incharge	Balachandran
8	Mr.Pandi	Safety Officer	Pandi
9	Mr.Iyappan	Electrical Engineer(SS-2)	Iyappan



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE
MADURAI
MAINTENANCE OF CAMPUS

DATE : 11.09.2019

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.30P.M – 4.30 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

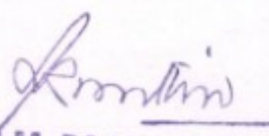
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- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed.
- Hospital overhead tank RO Water Bacteria growth analysed and disinfection system implemented.
- HVAC Staff Internal Training Program AC Equipment Handling.
- STP – 2 yearly maintenance work – Collection Sump Cleaning.
- Second Floor Pharmacy system power provision wiring work.
- Kitchen & House Keeping Staff Fire Training Needed.
- Nurse Hostel Mess & Girls Hostel 6th & 7th floor Renovation work .

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- Medical Superintendent
- All Committee Members

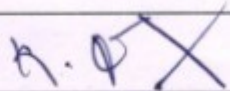
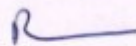

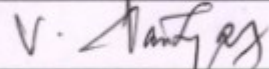
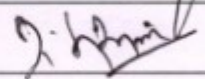
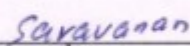

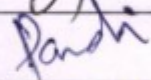
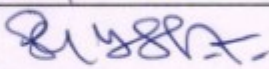

Prof. R.M. RAJA MUTHIAH, M.S.,M.Ch.,
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Anuppanadi, Madurai (TN)-625 009



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

MADURAI

MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	
2	Mr.Rajendran	Electrical Engineer	
3	Mr.Elango	Estate Manager	
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	
5	Mr.Aathisankar	RO/ STP Incharge	
6	Mr.Saravanan	Manifold Incharge	
7	Mr.Balachandran	A/C Incharge	
8	Mr.Pandi	Safety Officer	
9	Mr.Iyappan	Electrical Engineer(SS-2)	



The Healing Touch

VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

MADURAI

MAINTENANCE OF CAMPUS

DATE : 02.03.2020

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.30 P.M – 4.30 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

- 1.Mr.Elango – Estate Manager
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed.
- RO & STP Staff Shift Scheduling and Preventive Control Measure - Corona .
- HVAC Hospital 1st ,2nd ,3rd floor HVAC Shut Down & Maintenance Work(Due To Corona) .
- STP – 2 yearly maintenance work – Collection Sump Cleaning.
- Hospital Covid 19 ward Partition Work.
- Oxygen cylinder demand arranged from outsource .
- Boys Hostel & Girls Hostel (MBBS)Isolation Ward Preparation Electrical & Maintenance work.

Copy Submitted to :

- The Honourable Chairman
- Dean
- Medical Superintendent
- All Committee Members


Prof. R.M. RAJA MUTHIAH, M.S.M.C.N.,
Dean
Velammal Medical College Hospital
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MADURAI

MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. Senthil Kumar
2	Mr.Rajendran	Electrical Engineer	Rajendran
3	Mr.Elango	Estate Manager	Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	Aathisankar
6	Mr.Saravanan	Manifold Incharge	Saravanan
7	Mr.Balachandran	A/C Incharge	Balachandran
8	Mr.Pandi	Safety Officer	Pandi
9	Mr.Iyappan	Electrical Engineer(SS-2)	Iyappan



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE
MADURAI
MAINTENANCE OF CAMPUS

DATE : 22.09.2020

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.00 P.M – 4.00 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

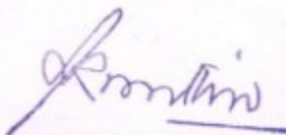
- 1.Mr.Elango – Estate Manager
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed.
- RO -1 Plant Shutdown Due to membrane choke – replacement approval .
- A/C Service Before & After Report Analysis.
- STP – 1 yearly maintenance work – Collection Sump Cleaning.
- Around Hospital Garden Pipeline Laying Work.
- For hand wash to maintain Covid -19 Hygiene norms
- Hospital Entrance sink and water supply provision
- Vaigai Block New Bore erection work.

Copy Submitted to :

- The Honourable Chairman
- Dean
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Dean
Velammal Medical College Hospital
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VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE
MADURAI
MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. SX
2	Mr.Rajendran	Electrical Engineer	R
3	Mr.Elango	Maintenance Manager	ny.
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	A. Aathisankar
6	Mr.Saravanan	Manifold Incharge	Saravanan
7	Mr.Balachandran	A/C Incharge	Bm
8	Mr.Pandi	Safety Officer	Pandi
9	Mr.Iyappan	Electrical Engineer(SS-2)	Iyappan



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

MADURAI

MAINTENANCE OF CAMPUS

DATE : 17.03.2021

VENUE : 3RD FLOOR TRAINING HALL

TIME : 3.00 P.M – 4.00 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr.Rajendran – Electrical Engineer

Committee Members:

- 1.Mr.Elango – Maintenance Manager
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Pandi – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed
- Broken main pumping pipe line was rectified
- STP 1 & 2 PSF & ACF service work for TNPCB approval
- Cath lab renovation work at 5th floor
- New call centre room preparation & arrangement work at 4th floor
- New dental Minor OT at 1st floor
- Fire fighting demo training needed to security team
- Special training should be given to individual to handle mechanical and spare changing with blue star technicians – AC department
- Leakage of oxygen cylinders were found and rectified

Copy Submitted to :

- The Honourable Chairman
- Dean
- Medical Superintendent
- All Committee Members


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MADURAI
MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. Senthil Kumar
2	Mr.Ramanathan	Senior Electrical Engineer	R. Ramanathan
3	Mr.Elango	Maintenance Manager	M. Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	A. Aathisankar
6	Mr.Saravanan	Manifold Incharge	S. Saravanan
7	Mr.Balachandran	A/C Incharge	B. Balachandran
8	Mr.John	Safety Assistant	J. John
9	Mr.Iyappan	Electrical Engineer(SS-2)	I. Iyappan

G. S. S. S. S.



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE
MADURAI
MAINTENANCE OF CAMPUS

DATE : 24.09.2021

VENUE : Maintenance office

TIME : 2.00 P.M – 3.00 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr. Ramanathan – Senior Electrical Engineer

Committee Members:


- 1.Mr.Elango – Maintenance Manager
- 2.Mr.Karthikeyan – Electrical Engineer(SS-1)
- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.John – Safety Assistant
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed
- 4th floor chiller pipe new insulation work at OP area
- AMC renewal for NABL lab report - RO
- Vacated quarters and hostel rooms – renovated
- Leakage of Oxygen cylinder outlet were found at 5th floor and rectified
- Isolation of supply from SS-1 MV panel to SS-2 MV panel and erection work

Copy Submitted to :

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- Dean
- CAO
- Medical Superintendent
- All Committee Members


Prof. T. THIRUNAVUKKARASU, M.D.,D.A.
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3	Mr.Elango	Plumbing Engineer	Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	Karthikeyan
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9	Mr.Iyappan	Electrical Engineer(SS-2)	Iyappan



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE
MADURAI
MAINTENANCE OF CAMPUS

DATE : 15.03.2022

VENUE : Maintenance office

TIME : 3.30 P.M – 4.30 P.M

CHAIR PERSON : Mr.K.Senthil Kumar – Civil (Project Engineer)

VICE CHAIR-PERSON : Mr. Ramanathan – Senior Electrical Engineer

Committee Members:

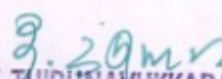
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- 3.Mr.Aathisankar –RO/ STP Incharge
- 4.Mr.Saravanan - Manifold Incharge
- 5.Mr.Balachandran – A/C Incharge
- 6.Mr.Ezhilarasan – Safety Officer
- 7.Mr.Iyappan – Electrical Engineer(SS-2)

POINTS DISCUSSED :

- Previous Meeting Points are Reviewed
- Electrical, Plumbing and Civil work for New canteen – at Hospital 4th floor
- Blood sample collection room to be prepared at 4th floor
- Annual maintenance work chart for panels, electrical utensils
- Raw water shortage analyzed and new bore wells erected at nursing college
- Insulation work for chiller pipe lines at 4 A and 4 B and MRI
- Gas pipe line erection work at 2nd floor ward no 207 (ENT)
- Smoke detectors in 5th floor in Covid-19 isolation ward maintenance work

Copy Submitted to :

- The Honourable Chairman
- Dean
- CAO
- Medical Superintendent
- All Committee Members


Prof. T. THIRUNAVUKKARASU, M.D.,D.A.
Dean
Velammal Medical College Hospital
and Research Institute
"Velammal Village"
Madurai-Tuticorin Ring Road
Anuppanadi, Madurai-625 000, T.N.



VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

MADURAI

MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. Senthil Kumar
2	Mr.Ramanathan	Senior Electrical Engineer	R. Ramanathan
3	Mr.Elango	Maintenance Manager	M. Elango
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Karthikeyan
5	Mr.Aathisankar	RO/ STP Incharge	A. Aathisankar
6	Mr.Saravanan	Manifold Incharge	S. Saravanan
7	Mr.Balachandran	A/C Incharge	B. Balachandran
8	Mr.Ezilarasan	Safety Officer	M. Ezilarasan
9	Mr.Iyappan	Electrical Engineer(SS-2)	I. Iyappan



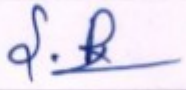
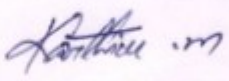
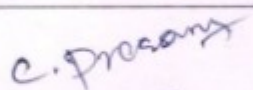
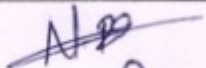
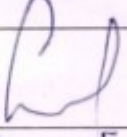

VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 15.07.2017
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	
M.KARTHIK	
C.PRASANNA MUTHIAH	
S.MADHAN PAP	
S.BALAMURUGAN	
N.DINESH KUMAR	
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
N.SURENDRAN	
P.MUTHUPANDI	





VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – MINUTES OF MEETING

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S.BALAMURUGAN	N.DINESH KUMAR
P.VEERAMAHA SIDDHARTHAN	A.VIGNESH
N.SURENDRAN	P.MUTHUPANDI

Points Discussed

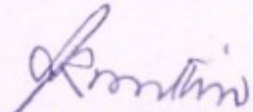
- Previous committee meeting MOM were reviewed.
- New requirements regarding the server has been discussed.
- Periodic schedule for the server maintenance work verification
- Preventive maintenance plan work verification
- Software slowness root cause and the action plan discussed.

Prepared by

R.Arul Selvan, IT Head

Copy Submitted to:

- Dean
- Chief Administrative Officer
- All Department members


Prof. R.M. RAJA MUTHIAH, M.S., M.Ch.,
Dean
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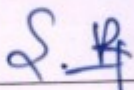
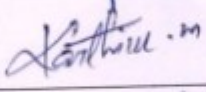
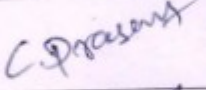
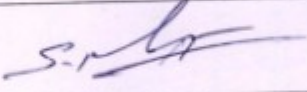


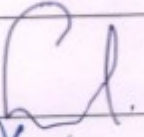
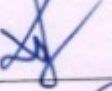
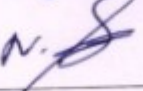
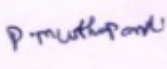
VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 11.01.2018
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	
M.KARTHIK	
C.PRASANNA MUTHIAH	
S.MADHAN PAP	
S.BALAMURUGAN	
N.DINESH KUMAR	
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
N.SURENDRAN	
P.MUTHUPANDI	





VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – MINUTES OF MEETING

- Date: 11.01.2018
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	B.JEYAPRAKASH
C.PRASANNA MUTHIAH	S.MADHAN PAP
S.BALAMURUGAN	N.DINESH KUMAR
P.VEERAMAHA SIDDHARTHAN	A.VIGNESH
N.SURENDRAN	P.MUTHUPANDI

Points Discussed

- Previous committee meeting MOM were reviewed.
- Monthly maintenance schedule need to prepare
- Network maintenance plan need to prepare
- Make sure the 100% UP time of IT Equipments

Prepared by

R.Arul Selvan, IT Head

Copy Submitted to:

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- All Department members


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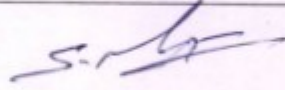

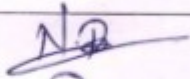
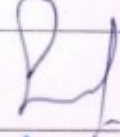


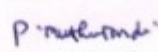
VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 12.07.2018
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	
M.KARTHIK	
C.PRASANNA MUTHIAH	
S.MADHAN PAP	
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VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – MINUTES OF MEETING

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- Venue: IT Department
- Time: 9.00am to 9.40am

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Meeting Attendees:

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P.VEERAMAHA SIDDHARTHAN	A.VIGNESH
N.SURENDRAN	P.MUTHUPANDI

Points Discussed

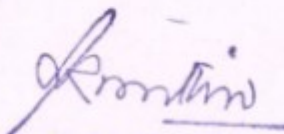
- Previous committee meeting MOM were reviewed.
- New requirements regarding the network and hardware discussed.
- Periodic schedule for the server maintenance work verification
- Preventive maintenance plan work verification

Prepared by

R.Arul Selvan, IT Head

Copy Submitted to:

- Dean
- Chief Administrative Officer
- All Department members


Prof. **R.M. RAJA MUTHIAH**, M.S., M.Ch.,
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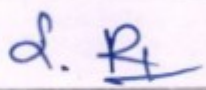

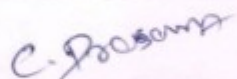
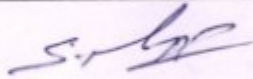



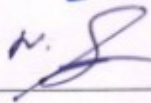
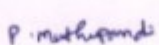
VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 17.01.2019
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	
M.KARTHIK	
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N.SURENDRAN	P.MUTHUPANDI

Points Discussed

- Previous committee meeting MOM were reviewed.
- Monthly maintenance schedule need to prepare
- Network maintenance plan need to prepare
- Make sure the 100% UP time of IT Equipments

Prepared by

R.Arul Selvan, IT Head

Copy Submitted to:

- Dean
- Chief Administrative Officer
- All Department members


Prof. R.M. RAJA MUTHIAH, M.S., M.Ch.,
Dean
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and Research Institute
"Velammal Village"
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Anuppanadi, Madurai (TN)-625 009



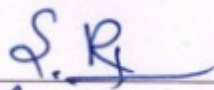
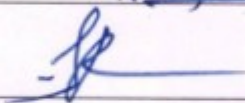
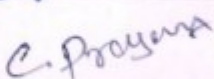
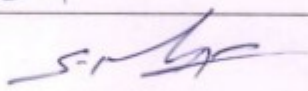

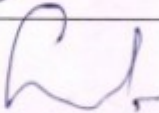
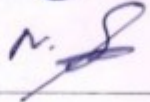
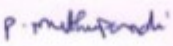
VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

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Points Discussed

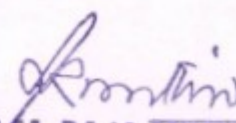
- Previous committee meeting MOM were reviewed.
- Using the IT Equipments awareness to create to the users.
- Periodic schedule for the server maintenance work verification
- Preventive maintenance plan work verification

Prepared by

R.Arul Selvan, IT Head

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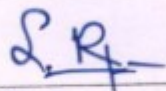
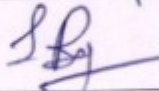
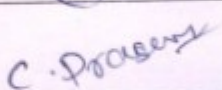
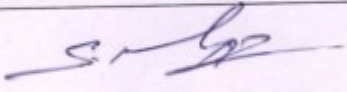

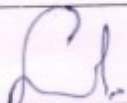
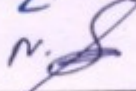
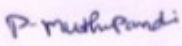
VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 17.01.2020
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

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A.VIGNESH	N.SURENDRAN
P.MUTHUPANDI	

Points Discussed

- Previous committee meeting MOM were reviewed.
- Printer equipments preventive maintenance plan prepare
- Monthly server maintenance plan preparation

Prepared by

R.Arul Selvan, IT Head

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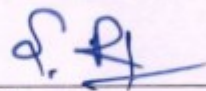

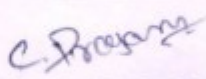
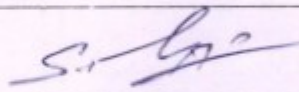

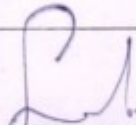
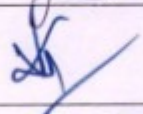
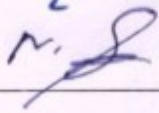
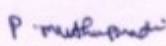
VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 09.07.2020
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	
B.JEYAPRAKASH	
C.PRASANNA MUTHIAH	
S.MADHAN PAP	
S.BALAMURUGAN	
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
N.SURENDRAN	
P.MUTHUPANDI	





VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – MINUTES OF MEETING

- Date: 09.07.2020
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	B.JEYAPRAKASH
C.PRASANNA MUTHIAH	S.MADHAN PAP
S.BALAMURUGAN	P.VEERAMAHA SIDDHARTHAN
A.VIGNESH	N.SURENDRAN
P.MUTHUPANDI	

Points Discussed


- Previous committee meeting MOM were reviewed.
- New Implementation of TELEHEALTH Mobile APP discussed
- Network maintenance plan work verification
- Preventive maintenance plan schedule work verified

Prepared by

R.Arul Selvan, IT Head

Copy Submitted to:

- Dean
- Chief Administrative Officer
- All Department members


Prof. R.M. RAJA MUTHIAH, M.S., M.Ch.,
Dean

Velammal Medical College Hospital
and Research Institute
"Velammal Village"
Madurai-Tuticorin Ring Road
Anuppanadi, Madurai (TN)-625 009



VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 23.01.2021
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	
B.JEYAPRAKASH	
C.PRASANNA MUTHIAH	
S.MADHAN PAP	
S.BALAMURUGAN	
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
N.SURENDRAN	
P.MUTHUPANDI	





VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – MINUTES OF MEETING

- Date: 23.01.2021
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	B.JEYAPRAKASH
C.PRASANNA MUTHIAH	S.MADHAN PAP
S.BALAMURUGAN	P.VEERAMAHA SIDDHARTHAN
A.VIGNESH	N.SURENDRAN
P.MUTHUPANDI	

Points Discussed

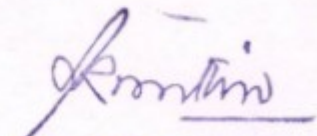
- Previous committee meeting MOM were reviewed.
- Printer equipments preventive maintenance plan prepare
- Monthly server maintenance plan preparation

Prepared by

R.Arul Selvan, IT Head

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VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 14.07.2021
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head
Meeting Attendees:

B.SANGILIRAJ	<i>B. Sangiliraj</i>
B.JEYAPRAKASH	<i>B. Jeypakash</i>
C.PRASANNA MUTHIAH	<i>C. Prasanna Muthiah</i>
S.MADHAN PAP	<i>S. Madhan Pap</i>
SHANMUGA RAJ PANDIAN	<i>Shanmuga Raj Pandian</i>
P.VEERAMAHA SIDDHARTHAN	<i>P. Veerama Ha Siddharthan</i>
A.VIGNESH	<i>A. Vignesh</i>
N.SURENDRAN	<i>N. Surendran</i>
P.MUTHUPANDI	<i>P. Muthupandi</i>
S.K.SIDDHARTH	<i>S. K. Siddharth</i>





VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – MINUTES OF MEETING

- Date: 14.07.2021
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	B.JEYAPRAKASH
C.PRASANNA MUTHIAH	S.MADHAN PAP
SHANMUGA RAJ PANDIAN	P.VEERAMAHA SIDDHARTHAN
A.VIGNESH	N.SURENDRAN
P.MUTHUPANDI	S.K.SIDDHARTH

Points Discussed

- Previous committee meeting MOM were reviewed.
- Using the IT Equipments with safety precautions.
- Periodic schedule for the server maintenance need to prepare
- Preventive maintenance plan need to prepare

Prepared by

R.Arul Selvan, IT Head

Copy Submitted to:

- Dean
- Chief Administrative Officer
- All Department members


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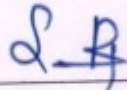
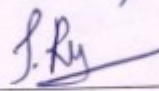
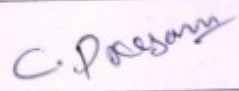
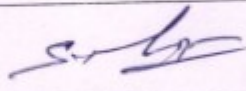
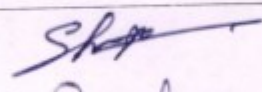
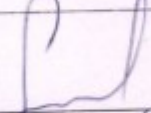

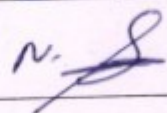
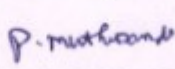
VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – ATTENDANCE

- Date: 08.01.2022
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	
B.JEYAPRAKASH	
C.PRASANNA MUTHIAH	
S.MADHAN PAP	
SHANMUGA RAJ PANDIAN	
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
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P.MUTHUPANDI	





VELAMMAL MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE, MADURAI

IT DEPARTMENT MEETING – MINUTES OF MEETING

- Date: 08.01.2022
- Venue: IT Department
- Time: 9.00am to 9.40am

Meeting Head: Mr. R.Arul Selvan, IT Head

Meeting Attendees:

B.SANGILIRAJ	B.JEYAPRAKASH
C.PRASANNA MUTHIAH	S.MADHAN PAP
SHANMUGA RAJ PANDIAN	P.VEERAMAHA SIDDHARTHAN
A.VIGNESH	N.SURENDRAN
P.MUTHUPANDI	

Points Discussed

- Previous committee meeting MOM were reviewed.
- Monthly maintenance schedule need to prepare
- Network maintenance plan need to prepare
- Make sure the 100% UP time of IT Equipments

Prepared by

R.Arul Selvan, IT Head

Copy Submitted to:

- Dean
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Prof. T. THIRUNAVUKKARASU, M.D.,D.A.,
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