

## VELAMMAL MEDICAL COLLEGE

### HOSPITAL AND RESEARCH INSTITUTE MADURAI - 625009

4.5.2

Minutes of the Meetings of the Maintenance Committee

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Velammal Modified Cellege Hospital and Rose Tolloath Height Cellege Hospital and Rose Tolloath Height Nadural Village \*

Madural Tolloath Height Road
Anuppanedi, Madural-625 009, T.N.

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### VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

## MADURAI MAINTENANCE OF CAMPUS

**DATE 04.09.2017** 

**VENUE: 3RD FLOOR TRAINING HALL** 

TIME: 3.00P.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.lyappan - 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 hydranbt 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 Superindent
- All Committee Members

Prof. P.M. RAJA MUTHIAH, M.S.M.Ch.

Velammal Medical College Hospital and Research Institute

"Velammal Village"
Madural-Tuticorin Ring Road
Anuppanadi, Madural (TN)-625-039

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	4.45
2	Mr.Rajendran	Electrical Engineer	12
3	Mr.Elango	Plumbing Engineer	m
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Jan Lay
5	Mr.Aathisankar	RO/ STP Incharge	2. Horse
6	Mr.Saravanan	Manifold Incharge	savavanan
7	Mr.Balachandran	A/C Incharge	89
8	Mr.Pandi	Safety Officer	Jaron
9	Mr.lyappan	Electrical Engineer(SS-2)	819883

#### 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.lyappan - 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:

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

Prof. R.W. RAJA WUTHIAH, M.S.M.Ch.

Velammal Medical College Hospital and Research Institute "Velamme! Villege"

Madurai-Tuticorin Ring Road Anuppanadi, Madurai (TN)-025 309

# WELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE MADURAI MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	4.4
2	Mr.Rajendran	Electrical Engineer	2
3	Mr.Elango	Estate Manager	my.
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V- Jan Lys
5	Mr. Aathisankar	RO/ STP Incharge	2. Homit
6	Mr.Saravanan	Manifold Incharge	savavanan
7	Mr.Balachandran	A/C Incharge	67.
8	Mr.Pandi	Safety Officer	Sand
9	Mr.lyappan	Electrical Engineer(SS-2)	Sixer



### 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.lyappan - Electrical Engineer(SS-2)

#### POINTS DISCUSSED:

- Previous Meeting Points are Reviewed.
- Chiller Air Valuation Testing 2 times /per year Approval for NABH.
- Ro Hospital 4<sup>th</sup> 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

Prof. R.M. RAJA MUTHIAH, M.S.M.C.

Velammal Medical College Hospital and Research Institute

"Velammat Village"

Madurai-Tuticorin Ring Road

Anuppanadi, Madurai (TN)-625 JJS

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K.4X
2	Mr.Rajendran	Electrical Engineer	R
3	Mr.Elango	Plumbing Engineer	dr
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Nan Las
5	Mr.Aathisankar	RO/ STP Incharge	J. Hydrigh
6	Mr.Saravanan	Manifold Incharge	Sewavanan
7	Mr.Balachandran	A/C Incharge	M.
8	Mr.Pandi	Safety Officer	Parali
9	Mr.lyappan	Electrical Engineer(SS-2)	SILVERY



#### 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.lyappan - 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.

#### Copy Submitted to:

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

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

Velammal Medical College Hospital and Research Institute "Velammal Village"

Madurai-Tuticorin Ring Road Anuppanadi, Madurai (TN)-625 009

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K.VX
2	Mr.Rajendran	Electrical Engineer	R
3	Mr.Elango	Estate Manager	m
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Jan Light
5	Mr. Aathisankar	RO/ STP Incharge	J- Wyon
6	Mr.Saravanan	Manifold Incharge	saravanan
7	Mr.Balachandran	A/C Incharge	37
8	Mr.Pandi	Safety Officer	Rach
9	Mr.lyappan	Electrical Engineer(SS-2)	814882



### 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:

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.lyappan - 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 6<sup>th</sup> & 7<sup>th</sup> floor Renovation work.

#### Copy Submitted to:

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

Prof. R.M. RAJA MUTHIAH, M.S.M.C.

Velammal Medical College Hospital and Research Institute "Velammal Village"

Madurai-Tuttoorin Ring Road Anuppanadi, Madurai (TN)-020 009

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. 0
2	Mr.Rajendran	Electrical Engineer	R
3	Mr.Elango	Estate Manager	m
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Janges
5	Mr.Aathisankar	RO/ STP Incharge	2. Hazir
6	Mr.Saravanan	Manifold Incharge	Savavanan
7	Mr.Balachandran	A/C Incharge	82
8	Mr.Pandi	Safety Officer	Sandr
9	Mr.lyappan	Electrical Engineer(SS-2)	8148B



## VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

### MAINTENANCE OF CAMPUS

DATE: 02.03.2020

**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 - 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.lyappan - Electrical Engineer(SS-2)

#### POINTS DISCUSSED:

- · Previous Meeting Points are Reviewed.
- RO & STP Staff Shift Scheduling and Preventive Control Measure Corona .
- HVAC Hospital 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> 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, MS.M.CH.,

Velammal Medical College Hospital and Research Institute
"Velammal Village"

Madurai-Tuticorin Ring Road Anuppanadi, Madurai (TN)-625 009

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K.4X
2	Mr.Rajendran	Electrical Engineer	R
3	Mr.Elango	Estate Manager	24
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Jankas
5	Mr.Aathisankar	RO/ STP Incharge	J. Shop
6	Mr.Saravanan	Manifold Incharge	Savavanan
7	Mr.Balachandran	A/C Incharge	91
8	Mr.Pandi	Safety Officer	Jank
9	Mr.lyappan	Electrical Engineer(SS-2)	81389



## VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

### 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.lyappan - 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
- Medical Superintendent
- All Committee Members

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

Velammal Medical College Hospital and Research Institute

/ "Velammal Village"
Madural-Tuticorin Ring Road
Anuppanadi, Madurai (TN)-625 009

## 要求

## VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K. 4X
2	Mr.Rajendran	Electrical Engineer	R
3	Mr.Elango	Maintenance Manager	of.
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Jan Lax
5	Mr.Aathisankar	RO/ STP Incharge	2. Agnil
6	Mr.Saravanan	Manifold Incharge	Saxavanan
7	Mr.Balachandran	A/C Incharge	AM
8	Mr.Pandi	Safety Officer	vens
9	Mr.lyappan	Electrical Engineer(SS-2)	8148

### 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.lyappan - 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 5<sup>th</sup> floor
- New call centre room preparation & arrangement work at 4<sup>th</sup> floor
- New dental Minor OT at 1<sup>st</sup> 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

Prof. P.M. RAJA MUTHIAH, M.S.M.C

Jean

Velammal Medical College Hospita and Research Institute "Velammal Village"

Madurai-Tuticorin Ring Road Anuppanadi, Madurai (TN)-625 00

## 量

# VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE MADURAI MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	K.4X
2	Mr.Ramanathan	Senior Electrical Engineer	B.
3	Mr.Elango	Maintenance Manager	my,
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Jon Tres
5	Mr.Aathisankar	RO/ STP Incharge	De offerent
6	Mr.Saravanan	Manifold Incharge	Summ
7	Mr.Balachandran	A/C Incharge	M
8	Mr.John	Safety Assistant	In Visa
9	Mr.lyappan	Electrical Engineer(SS-2)	81488

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## 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.Karthikevan - 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.lyappan - Electrical Engineer(SS-2)

#### POINTS DISCUSSED:

- · Previous Meeting Points are Reviewed
- 4<sup>th</sup> 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 5<sup>th</sup> floor and rectified
- Isolation of supply from SS-I MV panel to SS-2 MV panel and erection work

#### Copy Submitted to:

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

Prof. T. THIKUNAVUKKARASU, M.B.D.A.,

Velammal Medical College Hospital and Research Institute "Velammal Village" Madural-Tuticorin Ring Rose Anuppanadi, Madural-625 005

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	4.4
2	Mr.Rajendran	Electrical Engineer	0_
3	Mr.Elango	Plumbing Engineer	M
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Don Lax
5	Mr.Aathisankar	RO/ STP Incharge	2 Horne
6	Mr.Saravanan	Manifold Incharge	Saxwanan
7	Mr.Balachandran	A/C Incharge	
8	Mr.Pandi	Safety Officer	Junel
9	Mr.lyappan	Electrical Engineer(SS-2)	813887



### 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:

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.Ezhilarasan - Safety Officer

7.Mr.lyappan – Electrical Engineer(SS-2)

#### POINTS DISCUSSED:

- Previous Meeting Points are Reviewed
- Electrical, Plumbing and Civil work for New canteen at Hospital 4<sup>th</sup> floor
- Blood sample collection room to be prepared at 4<sup>th</sup> 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 2<sup>nd</sup> floor ward no 207 (ENT)
- Smoke detectors in 5<sup>th</sup> 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.DA.

Velammai Medical College Hospital and Research Institute "Velammai Village"

Madurai-Tuticorin Ring Road Anuppanadi, Madurai-625 000, ...N.

### MAINTENANCE OF CAMPUS

SI.NO	NAME	DESIGNATION	SIGNATURE
1	Mr.K.Senthil Kumar	Civil (Project Engineer)	4.4%
2	Mr.Ramanathan	Senior Electrical Engineer	B.
3	Mr.Elango	Maintenance Manager	m
4	Mr.Karthikeyan	Electrical Engineer(SS-1)	V. Jan 2/2
5	Mr.Aathisankar	RO/ STP Incharge	2 desi
6	Mr.Saravanan	Manifold Incharge	2 muan
7	Mr.Balachandran	A/C Incharge	(99)
8	Mr.Ezilarasan	Safety Officer	Mikhen.
9	Mr.lyappan	Electrical Engineer(SS-2)	81488



#### 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

B.SANGILIRAJ	S. R
M.KARTHIK	Kartheu m
C.PRASANNA MUTHIAH	c. procons
S.MADHAN PAP	5. fr
S.BALAMURUGAN	8
N.DINESH KUMAR	Also
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
N.SURENDRAN	N.S
P.MUTHUPANDI	P-mullipud





#### IT DEPARTMENT MEETING - MINUTES OF MEETING

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

#### **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.,

Velammal Medical College Hospital and Research Institute "Velammal Village"

Madural-Tuttcorin Ring Road Anuppanadi, Madural (TN)-625 009



### 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

B.SANGILIRAJ	S. #
M.KARTHIK	Lanthou .m
C.PRASANNA MUTHIAH	C Drainit
S.MADHAN PAP	Sila
S.BALAMURUGAN	4
N.DINESH KUMAR	A
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
N.SURENDRAN	N.
P.MUTHUPANDI	p-muthipank





#### 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:

- Dean
- · Chief Administrative Officer
- All Department members

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

Dean

Velammal Medical College Hospital and Research Institute

and Research Institut "Velammal Village"

Madural-Tutleorin Ring Road Anuppenadi, Madurai (TN)-625 009



#### 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

B.SANGILIRAJ	2. R
M.KARTHIK	Lattius on
C.PRASANNA MUTHIAH	C. Tragaret
S.MADHAN PAP	5.15
S.BALAMURUGAN	8
N.DINESH KUMAR	12
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	X,
N.SURENDRAN	N.
P.MUTHUPANDI	P'raylumbi





#### IT DEPARTMENT MEETING - MINUTES OF MEETING

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
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 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.,

Dean
Velammal Medical College Hospital
and Research Institute

"Velammal Village"
Madurai-Tuticorin Ring Road
Anuppanadi, Madurai (TN)-625 009



#### 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

B.SANGILIRAJ	d. R
M.KARTHIK	Lastine .m
C.PRASANNA MUTHIAH	C. Doogons
S.MADHAN PAP	5.15
S.BALAMURUGAN	8
N.DINESH KUMAR	1
P.VEERAMAHA SIDDHARTHAN	RI.
A.VIGNESH	Way .
N.SURENDRAN	N. 8
P.MUTHUPANDI	P. muthipundi





#### IT DEPARTMENT MEETING - MINUTES OF MEETING

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
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:

- Dean
- Chief Administrative Officer
- All Department members

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

Velammal Medical College Hospital and Research Institute "Velammal Village"

Madural-Tuticorin Ping Road Anuppanadi, Madural (TN)-625 009



#### IT DEPARTMENT MEETING - ATTENDANCE

Date: 09.07.2019

Venue: IT Department
 Time: 9.00am to 9.40am

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

B.SANGILIRAJ	S. R
BJEYAPRAKASH	- Se
C.PRASANNA MUTHIAH	c. proyers.
S.MADHAN PAP	5-14
S.BALAMURUGAN	8
N.DINESH KUMAR	Ng
P.VEERAMAHA SIDDHARTHAN	R.
A.VIGNESH	2
N.SURENDRAN	N.S
P.MUTHUPANDI	p. millipendi





### IT DEPARTMENT MEETING - MINUTES OF MEETING

Date: 09.07.2019

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.
- Using the IT Equipments awareness to create to the users.
- Periodic schedule for the server maintenance work verification
- Preventive maintenance plan work veriification

#### Prepared by

R.Arul Selvan, IT Head

#### Copy Submitted to:

- Dean
- Chief Administrative Officer
- All Department members

Prof. B.M. RAJA MUTHIAH, M.S., M.Ch.,

Velammal Medical College Hospital and Research Institute

"Velammal Village"
Madural-Tuticorin Ping Road
Anuppanadi, Madural (TN)-020 309



### 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

B.SANGILIRAJ	L.R.
B.JEYAPRAKASH	Sky
C.PRASANNA MUTHIAH	C. Praguest
S.MADHAN PAP	S. G
S.BALAMURUGAN	g
P.VEERAMAHA SIDDHARTHAN	Cl.
A.VIGNESH	
N.SURENDRAN	N.S
P.MUTHUPANDI	P-reshipandi





#### IT DEPARTMENT MEETING - MINUTES OF MEETING

Date: 17.01.2020

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.
- · Printer equipments preventive maintenance plan prepare
- Monthly server maintenance plan preparation

#### 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.

Velammal Medical College Hospital and Research Institute

Madural-Tuttcoria Plug Road
Anuppanadi, Madural (TN)-0009



#### 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

B.SANGILIRAJ	S. P.
BJEYAPRAKASH	Ste
C.PRASANNA MUTHIAH	C. Dragorge
S.MADHAN PAP	Silo
S.BALAMURUGAN	8
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	
N.SURENDRAN	r. S
P.MUTHUPANDI	P reuthupadi





## 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

Dean

Velammal Medical College Hospital and Research Institute

"Velammal Village"
Madurai-Tuticorin Ring Road
Anuppanadi, Madurai (TN)-625 009



### 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

B.SANGILIRAJ	S.A.
B.JEYAPRAKASH	1g
C.PRASANNA MUTHIAH	c. Progerat
S.MADHAN PAP	5.1
S.BALAMURUGAN	8
P.VEERAMAHA SIDDHARTHAN	L.
A.VIGNESH	X/
N.SURENDRAN	a.S
P.MUTHUPANDI	P-muthipend





### 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

#### Copy Submitted to:

- Dean
- Chief Administrative Officer
- All Department members

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

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



### 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

B.SANGILIRAJ	d. R
B.JEYAPRAKASH	J.R
C.PRASANNA MUTHIAH	C. Prosent
S.MADHAN PAP	Solse
SHANMUGA RAJ PANDIAN	Shop
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	No.
N.SURENDRAN	N. S
P.MUTHUPANDI	p-pourlimends S/Land
S.K.SIDDHARTH	Silal





#### 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

Prof. T./HIRUNAVUKKARASU, M.D.D.A.

Velammal Medical College Hospital and Research Institute "Velammal Village" Madural-Tutloorin Ring Road Anuppanadi, Madural-625 009, 11



### 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

B.SANGILIRAJ	&_A
B.JEYAPRAKASH	J. Ry
C.PRASANNA MUTHIAH	C. Dresons
S.MADHAN PAP	solo
SHANMUGA RAJ PANDIAN	Shar
P.VEERAMAHA SIDDHARTHAN	
A.VIGNESH	× ·
N.SURENDRAN	N.S
P.MUTHUPANDI	p. muthoons





### 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
- Chief Administrative Officer
- All Department members

Prof. T. THIRUNAVUKKARASU, M.D.DA.