



Ahmednagar Jilha Maratha Vidya Prasarak Samaj's

Shri Chhatrapati Shivaji Maharaj College of Engineering, Nepti, Ahmednagar

Survey No. 162 & 163, Nepti, Nagar - Kalyan Road, Ahmednagar - 414005. Maharashtra

Phone No :- 0241 -2568383

Unipune - ID CEGA019270

Fax No: - 0241 -2568384

Email: ajmvps123@gmail.com, scsmcoe.anr@gmail.com, Website: www.scoea.org

Approved by AICTE New Delhi, Govt. of Maharashtra & Affiliated To Savitribai Phule Pune University

4.4.2 There are established system and producers for maintaining and utilizing physical, academics and support facilities – laboratory, library, sports complex, computers, classrooms etc.

Index- 4.4.2

Sr. No.	Details of Documents.	Page No.
1.	Maintenance Committee	001
2.	Sample of Notice and Minutes of Meeting	004
3.	Sample of Maintenance Application	007



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Shri Chhatrapati Shivaji Maharaj
College of Engineering, Nepti, Ahmednagar



Survey No. 162 & 133, Nepti, Nagar-Kalyan Road, Ahmednagar - 414 005 (Maharashtra)
 NAAC 'B+' Grade Accredited Institution, ISO 9001 : 2015 Certified

E-Mail : sscsmcoe.amr@hotmail.com
 Website : www.scoea.org

University ID - PU/PN/Engg. 121/2011
 DTE Code : EN 5382
 MSBTE Code - 1953

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Approved by AICTE New Delhi, Govt. of Maharashtra & Recognised by DTE Mumbai & Affiliated to Savitribai Phule Pune University & MSBTE Mumbai.

Ref. No. : SCSMCOE / 2023 - 2024 / 864

Date : 16/10/2024

Maintenance Committee

In order to perform maintenance of physical facilities and academic support facilities in the college a Maintenance Committee is revised. The members of the committee are as follows;

Sr. No.	Name of the Member	Designation
1.	Dr. Y. R. Kharde (<i>Principal</i>)	Chairperson
2.	Mr. N. M. Budhwant (<i>Office Superintendent</i>)	Member
3.	Mr. A. M. Handal (<i>Sports Director</i>)	Member
4.	Mr. A. K. Kulkarni (<i>Asst. Prof. E&TC Dept.</i>)	Member
5.	Mr. Y. M. Holkar (<i>Technical Asst. Mech. Dept.</i>)	Member
6.	Mr. A. H. Jadhav (<i>System Admin</i>)	Member
7.	Mr. D. P. Pawar (<i>Clerk, Store Section</i>)	Member
8.	Mr. M. R. Bande (<i>Lab. Asst. Comp Dept.</i>)	Member
9.	Mr. P. S. Bhosale (<i>Asst. Prof. Civil Dept.</i>)	Member Coordinator

Role and Responsibilities of the Committee members:

- To maintain cleanliness and housekeeping of Classrooms, Laboratories, Library and the college campus regularly.
- The committee will look after repair/maintenance/calibration request appropriately by placing order to the respective equipment experts/company.
- Regular maintenance of other facilities in the laboratories such as water taps; electrical fixtures are monitored by laboratory in charge and assistants.
- Maintenance of Furniture items and metal fixtures is carried out by workshop department.
- The committee will look after all the computer related facilities including hardware, software, Antivirus software, UPS, Diesel generator.
- Coordinator will prepare and maintain the record of work as per the guidelines.

Copy to: All HoD & above members



Y. R. Kharde
 Dr. Y. R. Kharde
 PRINCIPAL

Shri. Chhatrapati Shivaji Maharaj College
 of Engineering, Nepti, Ahmednagar



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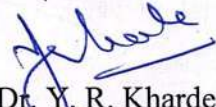
Website : www.scoea.org

Ref.No:- SCSMCOE/2023-24/957-2

Date: 03/06/2024

Notice

All members of Maintenance Committee are hereby informed to attend a Maintenance Committee Meeting on 05/06/2024 Conference Hall at 4:00pm, Committee Coordinator will maintain the minutes of meeting.


Dr. Y. R. Kharde
PRINCIPAL

Shri. Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

Copy to: All HOD's & Committee Members.



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Date:05/06/2024

MAINTENANCE COMMITTEE

- Following members are present for the meeting:

Sr. No	NAME	DESIGNATION	SIGNATURE
1.	Dr. Y. R. Kharde	Chairperson	
2.	Mr. N. M. Budhwant	Member	
3.	Mr. A. M. Handal	Member	
4.	Mr. A. K. Kulkarni	Member	
5.	Mr. Y. M. Holkar	Member	
6.	Mr. A. H. Jadhav	Member	
7.	MR. D. P. Pawar	Member	
8.	Mr. M. R. Bande	Member	
9.	Mr. P. S. Bhosale	Member Coordinator	

Prof. P. S. Bhosale
Coordinator

Dr. Y. R. Kharde
Chairperson
PRINCIPAL

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Date:05/06/2024

Minutes of Meeting (MOM):

Maintenance committee discussed point as follow

1. Computer printer of account Section is not working properly.
2. Regarding cleaning of college campus & Classroom; keep the track on unloading of the departments Dustbin where ever necessary.
3. Ceiling Fan Fitting at Drawing Hall of Civil Engg Department.
4. Computer internet related maintenance of Mechanical Engg. Department.
5. Detailed discussion on other issues as well.

Prof. P. S. Bhosale
Coordinator

Dr. Y. R. Kharde
Chairperson
PRINCIPAL

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Ref.No: SCSMCOE/ 2023 - 2024

Date: 11/06/2024

Action Taken Report

Maintenance Committee Meeting (05/06/2024)

Sr. No	Point No.	Description of Points	Action Taken	Responsible Person	Work Done Yes/ No
1	1	Account Sect. Printer Repairing	Printer Repairing is done	Mr. A.H. Jadhav	Yes
2	2	Daily cleanliness work duty changes	Daily cleanliness going on and duties are changed	Mr. D.P. Pawar	Yes
3	3	Ceiling Fan Fitting at Drawing Hall of Civil Department	As per requirement of department ceiling fan fitted in drawing hall.	Mr. M.R.Bande	Yes
4	4	Computer internet related maintenance of Mechanical Department	Inspection done and minor issue related to maintenance are done	Mr. A.H. Jadhav	Yes
5	6	Other sweeper's issues	Various issues related to cleaning at wash room are solved.	Mr. D.P. Pawar	Yes

Prof. P.S. Bhosale

Coordinator

Dr. Y.R. Kharde

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Maintenance Committee Meeting reports:

1. Printer of account Section is not working properly; Mr. A. K. Jadhav will solve the problems.
2. Cleaning staff was checked in the college for cleaning the premises regularly.
3. Ceiling Fan Fitting at Drawing Hall of Civil Engg Department; Mr. M.R. Bande will solve the problems.
4. Computer internet related maintenance of Mechanical Engg. Department ; Mr. A. K. Jadhav will solve the problems.
5. The issues related to cleaning of wash room was raised to solve that sweeper is appointed & Mr. D.P Pawar will supervise it.

Prof. P. S. Bhosale
Coordinator

Dr. Y. R. Kharde
Chairperson
PRINCIPAL

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Application for Computer Maintenance Work

Date: 13/05/2024.

Department: - General Mechanical Engg.

Lab Name:: HOD Cabine

Problem Description: Computer Internet is
not working properly.

Prof. A. B. Kale
Sign & Name of Applicants

Prof. A. B. Kale
HOD

Prof. A. B. Kale

Mechanical Department
Shri Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

Principal
Principal

Shri. Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

(For Office Use)

Work Assigned to: Ms. A. K. Jadhav.

Problem Identified: Computer internet is not working

Solution /Suggestion Given: LAN cable replaced.

Status of Complaint: Completed

Complaint Received on: 13/05/2024

Completion Date: 08/06/2024

Arni
System Admin
Jadhav Arni

Prof. A. B. Kale
HOD
HOD

Computer Department
Shri Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

Prof. A. B. Kale
Sign of Applicants
HOD

Mechanical Department
Shri Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

Application for Computer Maintenance Work

Date: 15/05/24

Department: - General

Lab Name: Account Section

Problem Description: Computer printer is not working properly.

Sign & Name of Applicants


Nehal S.B.

HOD


(of Concern Department)
N.M. Budhavant


Principal

PRINCIPAL
Shri. Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

(For Office Use)

Work Assigned to: Mr. A. H. Jadhav

Problem Identified: Printer is not working properly

Solution / Suggestion Given: Carriage ink refiling is reqd.

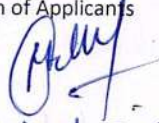
Status of Complaint: Completed.

Complaint Received on: 15/05/2024

Completion Date: 07/06/2024


System Admin
Jadhav A.H


HOD
Computer Department
Shri Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

Sign of Applicants

Nehal S.B. 9

Application for Electrical Maintenance Work

Date:- 10/05/2024

To.
Head of Department.
E & TC Engineering.
SCSMCoE, Nepti

1. Name of Applicant :- Mrs. R.R. Dagdiya
2. Designation & Department :- Asst. Prof. civil dept.
3. Description
Ceiling Fan fitting reqd. at drawing
Hall.

R.D.
(R.R. Dagdiya)
Sign and Name of Applicant

Sign & Seal .

P. Bhandari
HOD
(of Civil Department)
Civil Department
Shri Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar
(for office Use)

K. Bhandari
Principal
PRINCIPAL
Shri. Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar

Name of Staff :- Mrs. M.R. Bande
Problem identified :- Ceiling fan required
Solution / Suggestion Given :- New Ceiling fan fitting reqd.

Complaint Received on:- 10/05/2024 Completion Date : 10/06/2024

P. Bhandari
HoD

R.D.
(R.R. Dagdiya)
Sign and Name of staff

E&TC **HEAD** Engineering
Department of E & TC Engineering
Shri Chhatrapati Shivaji Maharaj College
of Engineering, Nepti, Ahmednagar