



St. Martin's Engineering College

Dhulapally, Secunderbad-500014

MINUTES OF MEETING

Minutes of meeting of the Civil Maintenance Committee held on 14th March, 2016 at 12:30 PM in the Board Room, MG Block, SMEC.

The following members were present.

S.No	Name of the Staff	Dept	Role	Signature
1	Mr M Venu Gopal	Civil Engineering	Convener	
2	Mr.Rajesh Goud	Administration	Member	
3	Mr K Amarnadh Reddy	Civil Engineering	Member	
4	Mr J.V.V Prasad	Civil Engineering	Member	
5	Mr.Surya Narayana Raju	Civil Engineering	Member	
6	Mr.G.Kiran Yadav	Administration	Member	

Points discussed:

- 1) Road Patch works
- 2) Plastering works
- 3) Painting works
- 4) Carpenter work for desks and class benches
- 5) Maintenance of the Landscape and Garden
- 6) Finishing Works

The above point is thoroughly debated and forwarded to the management.

Cc to: 1)Principal
2)IQAC
3)All Departments HOD's

Mr M Venu Gopal

CONVENER