



# St. Martin's Engineering College

Dhulapally, Secunderbad-500014

## MINUTES OF MEETING

Minutes of meeting of the Civil Maintenance Committee held on 15<sup>th</sup> May, 2017 at 10:30 AM in the Board Room, MG Block, SMEC.

The following members were present.

S.No	Name of the Staff	Dept	Role	Signature
1	Mr V Rajesh	Civil Engineering	Convener	
2	Mr.Rajesh Goud	Administration	Member	
3	Mr.Surya Narayana Raju	Civil Engineering	Member	
4	Mr.G.Kiran Yadav	Administration	Member	
6	Mr D Naresh	Civil Engineering	Member	
7	Mr.Pradeep kumar	Civil Engineering	Member	

### Maintenance of civil works

1. Water purifiers
2. Painting in corridors and class rooms
3. Carpenter work for desks and class benches
4. Maintenance of the Landscape and Garden
5. Patch works on walls.

The above points are thoroughly debated and forwarded to the Management.

Mr V Rajesh

CONVENER

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