



**St. MARTIN'S ENGINEERING COLLEGE**  
**UGC Autonomous**  
**NBA & NAAC A+ Accredited**  
**Dhulapally, Secunderabad – 500100**  
[www.smec.ac.in](http://www.smec.ac.in)



Date: 20-08-2022

**CIRCULAR**

Civil Works Maintenance Committee meeting is scheduled to be held on Aug 26, 2022 at 10:30 AM in the Board Room, MG Block, SMEC.

All the committee members are requested to attend the meeting.

**Agenda**

1. Plumbing issue in wash rooms.
2. Brick masonry work and painting work in corridors.
3. Carpenter work for desks and classroom benches.
4. Maintenance of the Landscape and Gardening.
5. Maintenance of false ceiling works.
6. Hostel building Maintenance.

  
**CONVENER**

CC to:

1. The Chairman – for kind information
2. The Executive Director – For kind information
3. The Principal – For kind information
4. The Dean (Academic) – For kind information
5. The Dean (R & D) – For kind information
6. All HODs – For kind information
7. IQAC