



St. Martin's Engineering College

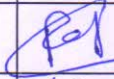


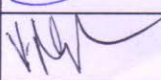

Dhulapally, Secunderabad-500014

SMEC/FC/2013-14/04

MINUTES OF THE MEETING

The Facilities Committee meeting was held in the board room on 09th June 2013 at 10.00 am

The following attended:

S. No.	Name of the Staff	Dept.	Role	Signature
1	Mr. Rajesh	Admin	Convener	
2	Mr. Bhupender Singh	Admin	Member	
3	Mr. Pradeep	Admin	Member	
4	Mr. Nagendra	Admin	Member	
5	Mr. Bheemaraju	Admin	Member	

The following issues were discussed and action taken.

Facilities Maintenance:

- To complete daily inspections related to breach of Safety & Security.
- Reviewed whether Campus is cleaned and well maintained.
- To arrange all tables and benches at the time JNTU Semester Exams.


Convener