



ST. MARTIN'S ENGINEERING COLLEGE

UGC AUTONOMOUS

Dhulapally, Secunderabad-500 100

NBA & NAAC A+ Accredited

DEPARTMENT OF MECHANICAL ENGINEERING

www.smec.ac.in



MINUTES OF MEETING

With the reference to the circular dated on 27th Dec 2022, Mechanical Maintenance Members have been assembled in the Board Room for addressing.

The following members were present during the meeting:

S.No	Name of the Staff	Role	Department	Signature
1	Dr. Ravinaik Banoth	Convener	Mechanical Engineering	
2	Mr. P. Uday Kumar	Member	Mechanical Engineering	
3	Mr. Y Chandra Sekhar Yadav	Member	Mechanical Engineering	
4	Mr. A. Ranjit	Member	Mechanical Engineering	

The following points were discussed during meeting and recorded as below:

1. Performing preventive, predictive, or reliability-centered maintenance.
2. To maximize equipment performance by keeping equipment running safely for as long as possible, without that equipment deteriorating or having unplanned outages.
3. Maintenance record keeps information regarding reach maintenance and repair done on equipment. With help of maintenance record, one can easily determine when and which maintenance strategy is required to be performed on particular asset. These help to prevent assets from failure and reduce cost required to repair.
4. The complaints received are reviewed and analyzed.

CONVENER