

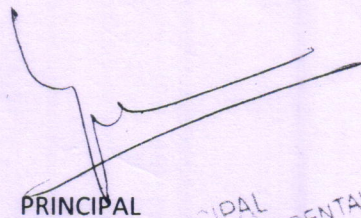


AZEEZIA
COLLEGE OF DENTAL SCIENCES & RESEARCH

4.5.2 Minutes of the meetings of the Maintenance Committee

To whom so ever it may concern

This is to certify that the information in the attached documents is verified by me and is true to the best of my knowledge



PRINCIPAL

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KOLLAM-691 537



07-06-2024

CIRCULAR

The Maintenance committee meeting will be held on 10-06-2024 at 2.00 pm in the conference hall in Azeezia Dental College. All the members should attend the meeting without fail.

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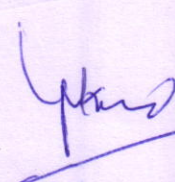
AZEEZIA

COLLEGE OF DENTAL SCIENCES & RESEARCH

ACTION TAKEN REPORT AS HELD ON 10-06-2024

1. Chairs repaired in Pedodontics, OMFS, OMR, Orthodontics and Prosthodontics department.
2. Ultrasonic scaler repair done in Periodontics department.
3. Airtor repaired in Department of Orthodontics and Pedodontics.
4. Repair of sterilizer done in PHD Department.
5. Electrical maintenance work done in OMFS department.
6. OPG Machine maintenance work done in OMR department.
7. Maintenance of binocular microscope & research microscope done in oral pathology department.

The meeting concluded at 3 pm


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MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 10-06-2024

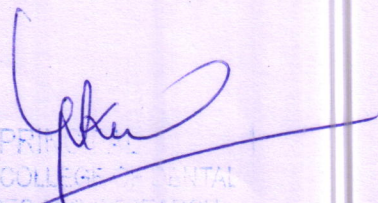
AGENDA

- Non – working of chairs
- Airotor handpiece not working
- Trimmer not working
- BP apparatus not working
- Repair of sterilizer
- Periodic maintenance of department
- Grapes software not working
- Air pressure complaint

The meeting commenced at 2 pm, the minutes of the meeting are:

- Several chairs need repair in Pedodontics, Oral pathology, OMFS, CDE, Orthodontics and Prosthodontic department.
- Airotor handpiece require repair in Department of Pedodontics.
- Trimmer needs to be repaired in Orthodontics and Pedodontics Department.
- BP apparatus not working properly in OMFS Depart.
- Repair of sterilizer needed in Orthodontics Department.
- Periodic maintenance of Departments needed.
- Grapes software has to be repaired in OMR Department.
- Air pressure complaint and water leakage in Pedodontics and Conservative Department needed to be solved.

The meeting concluded at 3 pm.


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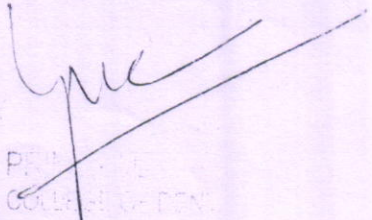


18-12-2023

CIRCULAR

The Maintenance committee meeting will be held on 20-12-2023 at 2.00 pm in the conference hall in Azeezia Dental College. All the members should attend the meeting without fail.




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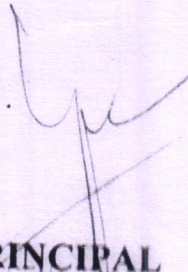
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ACTION TAKEN REPORT AS HELD ON 20-12-2023

1. Chairs repaired in Pedodontics, OMFS, OMR, Periodontics and PHD department.
2. Autoclave repair done in OMFS department.
3. Airtor which required repair were done.
4. Microsurgical unit in CDE repaired.
5. Electrical maintenance work done in CDE, Periodontics and Oral Pathology department.
6. Ultrasonic scaler repaired in Periodontics and Orthodontics department.




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MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 20-12-2023


AGENDA

- Non – working of chairs
- Scaler and Airotor handpiece not working
- Trimmer not working
- Repair of sterilizer
- Electrical maintenance work
- Periodic maintenance of department
- Error of OPG machine

The meeting commenced at 2 pm, the minutes of the meeting are:

- Several chairs need repair in Pedodontics, OMFS, Orthodontics and Prosthodontic department.
- Ultrasonic scaler needs to be repaired in UG section of Periodontics Department.
- Airotor handpiece require repair in Department of Orthodontics, Pedodontics.
- Trimmer needs to be repaired in Orthodontic and Prosthodontic Department.
- Repair of sterilizer needed in PHD Department.
- Electrical maintenance work needed in OMFS Department.
- Periodic maintenance of Departments needed.
- Error of OPG machine in OMR Department.
- Air pressure complaint and water leakage in Conservative Department needed to be solved.
- Binocular microscope and Research microscope needs routine cleaning in Oral Pathology Department.

The meeting concluded at 3 pm.


PRINCIPAL

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MEEYYANOOR, KOLLAM



AZEEZIA
COLLEGE OF DENTAL SCIENCES & RESEARCH

12.06.23

CIRCULAR

The Maintenance committee meeting will be held on 14.06.23 at 2pm in the conference hall in Azeezia Dental College. All the members should attend the meeting without fail.

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Director Dental College

Committee members

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MINUTES OF THE MAINTENANCE COMMITTEE MEETING HELD ON 14-06-2023

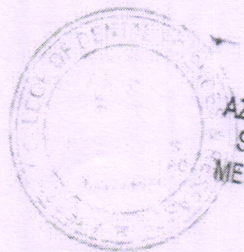
AGENDA

- Non-working of chairs
- Non-working Autoclave
- Inadequate number of trimmers
- Scaler and airtorhandpiece not working
- Electrical maintenance work
- Microsurgical unit complaint

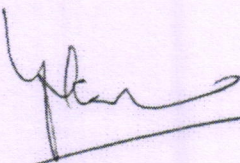
The meeting commenced at 2 PM. The minutes and the meeting are:

1. Several chairs need repair in Pedodontics, OMFS, OMR, Periodontics and PHD department
2. Autoclave requires repair in OMFS department
3. Trimmers need to be supplied to Prosthodontics Department
4. Airtor requires repair in Department
5. Microsurgical unit in CDE needs repair
6. Electrical Maintenance work needed in CDE, Periodontics and Oral Pathology Department
7. Ultrasonic scaler needs to be repaired in Periodontics and Orthodontics Department

The meeting concluded at 3PM



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ACTION TAKEN REPORT AS HELD ON 14.06.2023

1. Plug point of Geyser in preclinical Prosthodontics lab repaired.
2. Electrical issues in CDE UG section corrected.
3. Chairs in PG and UG sections of Periodontics department repaired.
4. Scaler set supplied in Periodontics Department.

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