



D Y PATIL DENTAL SCHOOL

Dr. D Y Patil Knowledge City, Charholi Bk, Via Lohegaon, Pune 412105

Affiliated to Maharashtra University of Health Sciences, Nashik

Recognized by Dental Council of India



SELF STUDY REPORT (CYCLE 1) 2018-2023

Criteria 4: Infrastructure and Learning Resources

Key Indicator: 4.5 Maintenance of Campus Infrastructure

Metric: 4.5.2: There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports facilities, computers, classrooms etc

Minutes of meetings of the Maintenance Committee

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D Y PATIL GROUP

D Y PATIL DENTAL SCHOOL

Affiliated to the Maharashtra University of Health Sciences, Nashik
Recognized by Dental Council of India

DYPDS/500A

Date: 18/06/2018

CIRCULAR

We are pleased to inform you that an Institutional Maintenance Committee has been formed for D Y Patil Dental School, Pune. This committee has been established with the primary objective of ensuring the smooth functioning and upkeep of our institute's infrastructure and facilities.

The members of the Institutional Maintenance Committee are as follows:

Sr No	Name	Designation
1.	Mr C S Patil	Chairman
2.	Dr Prasad Karande	Committee Head
3.	Dr Pratik Hande	Committee Member
4.	Dr Rakesh Mutha	Committee Member
5.	Mr Mangesh Patil	Store Officer, DYPDS
6.	Mr Tupe	Technical Expert

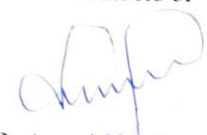
The committee will be responsible for overseeing various maintenance activities including but not limited to:

- Regular inspection of infrastructure and facilities.
- Coordination with relevant authorities for repairs and renovations.
- Addressing any concerns related to cleanliness and hygiene.
- Implementing measures for energy efficiency and sustainability.
- Ensuring compliance with safety standards and regulations.

We encourage all members of our institute to actively engage with the Institutional Maintenance Committee by reporting any maintenance issues or suggesting improvements. Your cooperation and support are crucial in maintaining a conducive environment for teaching, learning, and research.

For any queries or suggestions, please feel free to reach out to the committee members or the administrative office.




Dr Anand Shigli
Dean, DYPDS

CIRCULAR

Date: 17/07/2018

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 27/07/2018 to discuss the following agenda;

1. Discussing policy documents.
2. Discussing the SOP for maintenance issues of DYPDS, Pune.
3. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee





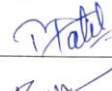

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

27/07/2018


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 27/07/2018 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. Finalizing the template for Complaint Book / Requisition Forms.
 - a. A template for Complaint Book / Requisition Forms was discussed and finalized and will be brought into circulation.
 - b. All the departments' heads will be sensitized about the SOP of any maintenance work required in the institution.
 - c. Policy Document was discussed and members' opinions were considered.
2. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


**Chairperson,
Institutional maintenance committee,
DYPDS, Pune.**

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 12/11/2018

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 22/11/2018 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Installation of new equipment (If any).
3. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee

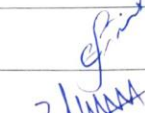
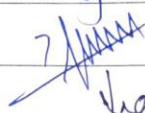
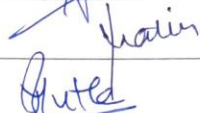



CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

22/11/2018

MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 22/11/2018 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Installation of new equipment (If any). : NIL.
3. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 14/03/2019

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 23/03/2019 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Installation of new equipment (If any).
3. Issue related to water leakage in the common washrooms on the ground floor.
4. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.


Chairperson

Institutional maintenance committee

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

23/03/2019


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 23/03/2019 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Installation of new equipment (If any). : NIL.
3. Issue related to water leakage in the common washrooms on the ground floor.
 - a. Department of Public Health Dentistry and Oral medicine had complained regarding water leakage in the gent's washroom on the ground floor. Review of the problem was raised and Mr C S Patil was told to look into the matter at the earliest.
4. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 09/07/2019

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 18/07/2019 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Installation of new equipment (If any).
3. Report on Dental Chairs.
4. Requisition to repaint department of Prosthodontics.
5. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.


Chairperson

Institutional maintenance committee



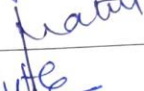



CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

18/07/2019

MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 18/07/2019 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Installation of new equipment (If any): NIL.
3. Report on dental chairs;
 - a. General maintenance of all the dental chairs was reviewed.
4. Requisition to repaint department of Prosthodontics.
 - a. It was unanimously decided by the committee members to repaint the department of Prosthodontics.
5. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 11/11/2019

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 18/11/2019 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Installation of new equipment (If any).
3. Electrical issues raised by department of Oral Surgery and Orthodontics.
4. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee






CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

18/11/2019


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 18/11/2019 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Installation of new equipment (If any). : NIL.
3. Electrical issues were reviewed.
 - a. Electrical issues raised by department of Oral Surgery and Orthodontics. Review of the repairs for the same was done.
4. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 14/02/2020

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 21/02/2020 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Installation of new equipment (If any).
3. Issue regarding model trimmer in department of Prosthodontics.
4. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.


Chairperson
Institutional maintenance committee

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

21/02/2020


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 21/02/2020 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Installation of new equipment (If any): NIL.
3. Issue regarding model trimmer in department of Prosthodontics.
 - a. Issue regarding model trimmer raised by department of Prosthodontics was reviewed and technical expert, Mr Tupe was told to look into that matter and address it at the earliest.
4. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


**Chairperson,
Institutional maintenance committee,
DYPDS, Pune.**

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 10/08/2020

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 17/08/2020 to discuss the following agenda;

1. Overall review of Covid protocols.
2. Proposal on renovation of Dean's office.
3. Maintenance of OPG machine.
4. General maintenance of all the departments will be reviewed.
5. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.


Chairperson

Institutional maintenance committee

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

17/08/2020

MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 17/08/2020 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. Overall review of Covid protocols.
 - a. All the committee members of the speciality departments are instructed to assess and review the covid protocol guidelines in their respective departments and all the heads of the departments were instructed to submit a list of requirements.
2. Proposal on renovation of Dean's office.
 - a. The proposal was discussed and the committee unanimously decided to renovate the Dean's office. Mr Vijay Bhave was instructed to look into it and do the necessary arrangements.
3. Maintenance of OPG machine;
 - a. The Quality Assurance Test of the OPG machine was found to be due and was decided to get it done at the earliest.
4. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
5. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.

Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 15/10/2020

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 23/10/2020 to discuss the following agenda;

1. Overall review of Covid protocols.
2. Issues on drainage reported by various departments.
3. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee



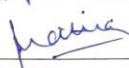

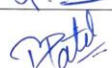
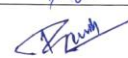
CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

23/10/2020


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 23/10/2020 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. Overall review of Covid protocols.
 - a. All the committee members of the speciality departments are instructed to assess and review the covid protocol guidelines in their respective departments and all the heads of the departments were instructed to submit a list of requirements.
2. Issues on drainage reported by various departments.
 - a. The issue was discussed and was decided that the entire plumbing system of the institution to be inspected and necessary actions to be taken.
3. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 04/01/2021

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 11/01/2021 to discuss the following agenda;

1. Overall review of Covid protocols.
2. General maintenance of all the departments will be reviewed.
3. Installation of glass partition at reception counter.
4. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee

CC:

3. IQAC In-charge, DYPDS.
4. Dean, DYPDS.

11/01/2021


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 11/01/2021 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. Overall review of Covid protocols.
 - a. All the committee members of the speciality departments are instructed to assess and review the covid protocol guidelines in their respective departments and all the heads of the departments were instructed to submit a list of requirements.
2. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required.
 - b. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
 - c. It was noticed that the maintenance of the Gas burners in the department of Microbiology was due and was set to be done before the subsequent meeting.
3. Installation of glass partition at reception counter.
 - a. Keeping in mind about the covid protocols, the committee members agreed with the proposal of installing the glass partition at the reception counter.
4. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 06/05/2021

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 13/05/2021 to discuss the following agenda;

1. General infrastructure maintenance.
2. General maintenance of all the departments will be reviewed.
3. Complaint on dental chair in the Department of Periodontics.
4. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee

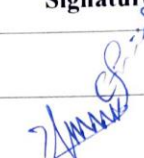
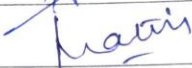



CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

13/05/2021


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 13/05/2021 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. General infrastructure maintenance.
 - a. All the heads of the departments were informed to assess and perform the general cleaning procedure of the individual department and maintenance of infrastructure.
2. General maintenance of all the departments was reviewed.
 - a. All the departments were informed to raise the complaint if any repair / maintenance work is required. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
3. Complaint on dental chair in the Department of Periodontics.
 - a. Mr Tupe, technician was instructed to inspect the chairs and to submit the report.
4. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 06/09/2021

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 13/09/2021 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Complaint on electrical issues in department of PHD and OMDR.
3. Complaint on carpentry issues in the Department of Pedodontics for the new PG section.
4. Requisition for making partitions in the library.
5. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.


Chairperson
Institutional maintenance committee

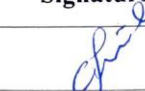
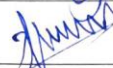

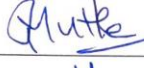


CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

13/09/2021


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 13/09/2021 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Tupe	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Complaint on electrical issues in department of PHD and OMDR.
 - a. Mr C S Patil took the responsibility to look in the matter and have it addressed by the electrician at the earliest.
3. Complaint on carpentry issues in the Department of Pedodontics.
 - a. Issues was reviewed by the committee and was decided to hire a carpenter to address the issue.
4. Requisition for making partitions in the library.
 - a. The committee unanimously agreed to get the partitions done and Mr Vijay Bhave was assigned for the same.
5. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 02/02/2022

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 09/02/2022 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Requisition of partitions for staff section by the Department of OMDR.
3. Review on the carpentry work in the Department of Pedodontics.
4. Induction to the new technical expert, Mr Shridhar Shingade.
5. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.


Chairperson

Institutional maintenance committee



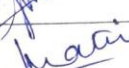
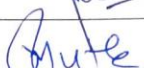
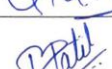

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

09/02/2022


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 09/02/2022 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Shridhar Shingade	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. Mr Tupe was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Requisition of partitions for staff section by the Department of OMDR
 - a. The issue was reviewed by the committee members and was decided to go ahead with the fabrication. Mr Mangesh Patil was asked to get the quotations by various fabricators for the same.
3. Review on the carpentry work in the Department of Pedodontics.
 - a. The carpentry work in the Department of Pedodontics was reviewed and appreciated by the committee members.
4. Induction to the new technical expert, Mr Shridhar Shingade.
 - a. The committee members were introduced to the new technical expert. Mr Shridhar Shingade was sensitized to his roles and responsibilities.
5. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 02/06/2022

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 10/06/2022 to discuss the following agenda;

1. Requisitions on replacements of various electrical fittings and chair repairs in department of Conservative, Prosthodontics and Periodontics.
2. Review of maintenance work done for the AC in the dental office.
3. Requisition on plumbing work for gas and water lines in the department of Oral Surgery.
4. Requisition for making partitions in the PG section in the department of Conservative.
5. Issue raised by Department of OMDR on improper functioning of X-ray tube head.
6. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee



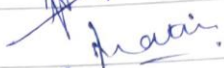


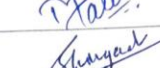
CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

10/06/2022

MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 10/06/2022 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Shridhar Shingade	Technical Expert	

Following agenda were discussed;

1. Requisitions on replacements of various electrical fittings and chair repairs in department of Conservative, Prosthodontics and Periodontics.
 - a. The issue was reviewed. Mr Mangesh Patil was asked to get the quotations for all the electrical parts that have to be replaced and the chairs that have to be repaired.
2. Review of maintenance work done for the AC in the dental office.
 - a. The work was reviewed and acknowledged by the committee members.
3. Requisition on plumbing work for gas and water lines in the department of Oral Surgery.
 - a. The issue was reviewed and Mr C S Patil was told to address it at the earliest.
4. Requisition for making partitions in the PG section in the department of Conservative.
 - a. The committee unanimously agreed to get the partitions done and Mr Vijay Bhave was assigned for the same.
5. Issue raised by Department of OMDR on improper functioning of X-ray tube head.
 - a. The concern was reviewed and Mr Shridhar Shingade was told to look into the matter at the earliest.
6. Any other miscellaneous matters with the permission of the chair.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 03/10/2022

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on 10/10/2022 to discuss the following agenda;

1. Requisition for making partitions in the department of Microbiology.
2. Review on issue raised by Department of OMDR on improper functioning of X-ray tube head.
3. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

10/06/2022

MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 10/06/2022 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Shridhar Shingade	Technical Expert	

Following agenda were discussed;

1. Requisition for making partitions in the department of Microbiology.
 - a. The committee unanimously agreed to get the partitions done and Mr Vijay Bhave was assigned for the same.
2. Review on issue raised by Department of OMDR on improper functioning of X-ray tube head.
 - a. Mr Shridhar Shingade reported that the tube head was damaged and was subsequently repaired.
3. Any other matters.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair.


**Chairperson,
Institutional maintenance committee,
DYPDS, Pune.**

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 02/12/2022

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on emergency bases on 03/12/2022 to discuss the following agenda;

1. Repair of centralised compressor.
2. Issue raised by department of Oral Surgery regarding plumbing and electrical issues.
3. Issue raised by department of Conservative on improper functioning of chairs.
4. Induction to the new technical expert, Mr Deepak Bhosale.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee

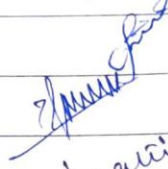
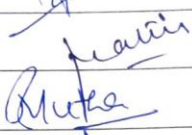
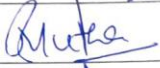
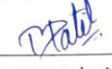

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

03/12/2022

MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 03/12/2022 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Deepak Bhosale	Technical Expert	

Following agenda were discussed;

1. Repair of centralised compressor.
 - a. The issue was discussed and was decided to resolve it at the earliest as it was affecting the functioning of all the departments.
2. Issue raised by department of Oral Surgery regarding plumbing and electrical issues.
 - a. The department of Oral Surgery had raised an issue regarding leakages and malfunctioning of electrical fittings in the department.
3. Induction to the new technical expert, Mr Deepak Bhosale.
 - a. The committee members were introduced to the new technical expert. Mr Deepak Bhosale was sensitized to his roles and responsibilities.
4. Issue raised by department of Conservative on improper functioning of chairs.
 - a. The issue was discussed and Mr Shridhar Shingade was told to look into it.



**Chairperson,
Institutional maintenance committee,
DYPDS, Pune.**

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 04/05/2023

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on emergency bases on 11/05/2023 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Issue raised by department of Pedodontics and Orthodontics regarding solder machine.
3. General electrical maintenance.
4. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee




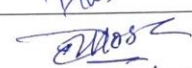
CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

11/05/2023


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 11/05/2023 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Deepak Bhosale	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. Mr Deepak Bhosale was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Issue raised by department of Pedodontics and Orthodontics regarding solder machine.
 - a. Issue was discussed and decided to get the repair done at the earliest. Mr Mangesh Patil was assigned to communicate with the concerned authority and have it repaired at the earliest.
3. General electrical maintenance.
 - a. It was brought to the notice of the committee that multiple sites in the college premises require maintenance. Mr Vijay Bhawe was told to look into it and get all the necessary changes done.
4. Any other matters.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

CIRCULAR

Date: 07/06/2023

Subject: Institutional maintenance committee meeting.

All the institutional maintenance committee members are hereby informed that a meeting will be held on emergency bases on 14/06/2023 to discuss the following agenda;

1. General maintenance of all the departments will be reviewed.
2. Proposal on shifting the Department of prosthodontics to 1st floor.
3. Any other matters.

Time: 09:30 AM

Venue: Dean Office, DYPDS.



Chairperson

Institutional maintenance committee



CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.

14/06/2023


MINUTES OF THE MEETING

An institutional maintenance committee meeting was conducted on 14/06/2023 at 9:30 AM at Dean Office, DYPDS. Following Members were present;

Sr No	Name	Designation	Signature
1.	Mr C S Patil	Chairman	
2.	Dr Prasad Karande	Committee Head	
3.	Dr Pratik Hande	Committee Member	
4.	Dr Rakesh Mutha	Committee Member	
5.	Mr Mangesh Patil	Store Officer, DYPDS	
6.	Mr Deepak Bhosale	Technical Expert	

Following agenda were discussed;

1. General maintenance of all the departments was reviewed.
 - a. Mr Deepak Bhosale was instructed to inspect the chairs of all the clinical departments and to attend the problems.
2. Proposal on shifting the Department of prosthodontics to 1st floor.
 - a. The proposal was discussed and the committee unanimously decided in shifting the Department of prosthodontics to 1st floor. Mr Vijay Bhawe was instructed to look into in and do the necessary arrangements.
3. Any other matters.
 - a. As there were no other points to discuss, the meeting concluded by thanking the chair


Chairperson,
Institutional maintenance committee,
DYPDS, Pune.

CC:

1. IQAC In-charge, DYPDS.
2. Dean, DYPDS.