

A.C.S. MEDICAL COLLEGE & HOSPITAL

A constituent Unit of
Dr. M.G.R. EDUCATIONAL AND RESEARCH INSTITUTE
(DEEMED TO BE UNIVERSITY)
VELAPPANCHAVADI, CHENNAI - 600 077.

COMPUTING AND TECHNOLOGY COMMITTEE MEMBERS

NAME	DESIGNATION
Dr.Pragna Dolia MD.,	Chair Person
Dr.Rajkamal	Co-Ordinator
Dr.Brethis	Member
Mrs.Sophia Abigail	Member
Mr.Bharathi Kannan	Member
Mr.Raju	Member

Pragna
DEAN



C. B. Palanivelu

REGISTRAR
Dr. M.G.R.
EDUCATIONAL AND RESEARCH INSTITUTE
(Deemed to be University)
Periyar E.V.R. High Road,
Maduravoyal, Chennai 600 095



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VELAPPANCHAVADI, CHENNAI - 600 077.

ACSMCH/Dean-Cir/05-2019

08.05.2019

CIRCULAR

There will be a meeting of the Computing & Technology Committee on 10th May 2019 at 10.30 am in Dean Chamber. All the members are requested to attend the meeting without fail.

AGENDA

- Providing computer to Head of each department
- Providing computer to each department for clerical work.

P. S. S. S.
DEAN



Copy to:-

- The Honorable Secretary for kind information
- The Vice Chancellor
- The Special Officer
- The Advisor
- The Medical Superintendent
- The Principal
- The Vice Principals
- Committee coordinator
- Concerned Members
- Office Copy

C. B. Palanivelu
REGISTRAR
Dr. M.G.R.
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Puliyas E.V.R. High Road,
Velappanchavadi, Chennai - 600 077



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VELAPPANCHAVADI, CHENNAI - 600 077.

10.05.2019

MINUTES OF THE MEETING

Dean welcomed all the members for the Computing & Technology committee meeting on 10.05.2019. The following agenda were discussed.

- Each department has given computer for clerical work.
- Provided separate computer for HOD of each department for administrative & teaching purpose.
- Recruited one typist for each department to maintain the data and records.

Peegha
DEAN



C. B. Palanivelu

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VELAPPANCHAVADI, CHENNAI

10.05.2019

COMPUTING & TECHNOLOGY COMMITTEE MEETING

ATTENDANCE SHEET

S.NO	NAME OF THE FACULTY	FUNCTIONAL DESIGNATION	SIGNATURE
1	Dr.Pragna B Dolia	Chair Person	<i>P</i>
2	Dr.Rajkamal	Co-ordinator	<i>Rajkamal</i>
3	Dr.Brethis	Member	<i>Brethis</i>
4	Mrs.Sophia Abigail	Member	<i>Sophia</i>
5	Mr.Bharathi Kannan	Member	<i>B</i>
6	Mr.Raju	Member	<i>Raju</i>
7			
8			



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Dr. M.G.R.
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Periyar E.V.R. High Road,
Madhavampet, Chennai - 600 076

House Keeping Committee

S.NO	NAME OF THE FACULTY	DESIGNATION	FUNCTIONAL DESIGNATION
1	DR.PRAGNA B DOLIA	DEAN	CHAIRPERSON
2	Dr. MUTHUKRISHNAN	PROFESSOR DEPARTMENT OF PATHOLOGY	CO-ORDINATOR
3	DR. A. SHALINI	ASSISTANT PROFESSOR DEPT. OF COMMUNITY MEDICINE	MEMBER
4	DR.SUREKA VARALAKSHMI	ASSOCIATE PROFESSOR DEPT. OF PHYSIOLOGY	MEMBER
5	MR. KIRUBAKARAN	PURCHASE OFFICER	MEMBER
6	MRS. SASIKALA	HOUSE KEEPING SUPERVISOR	MEMBER

P

DEAN



P



C.A. Palaniswamy

REGISTRAR
Dr. M.G.R.
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Mylapore, Chennai - 600 005

A.C.S. MEDICAL COLLEGE & HOSPITAL

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VELAPPANCHAVADI, CHENNAI - 600 077.

ACSMCH/Dean-Cir/01-2018

Date: 22.01.2018

Circular

There will be a meeting of the House Keeping committee on 25th January 2018 at 11.00 AM in Dean Chamber. All the members are requested to attend the meeting without fail.

Agenda:

- To ensure sanitation and cleanliness.

Copy to:

- Honorable Secretary for kind information
- The Vice Chancellor
- The Additional Registrar
- Medical Director
- The Medical Superintendent
- The Principal/ The Vice Principals
- Committee members
- Medical Registrar
- Surgical Registrar
- Office copy

R
DEAN



C.B. Palaniswamy

REGISTRAR
Dr. M.G.R.
EDUCATIONAL AND RESEARCH INSTITUTE
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Pattinam E.V.R. High Road,
Madhavaram, Chennai - 600 077

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VELAPPANCHAVADI, CHENNAI - 600 077.

25.01.2018

Minutes of meeting

Dean welcomed all the members for the meeting. All the members were attended the meeting.

Agenda :

1. Workers should be provided with uniforms, cleaning materials and clothes
2. All floor areas to be mopped thrice daily
3. Purchase of cleaning materials to be audited every year
4. House keeping Supervisor to be instructed to check the sanitation twice daily and submit the weekly report to dean
5. All student class room to be kept clean by sweeping twice daily
6. Any valuable left by the students and staff to be collected and handed over to supervisors by the workers


DEAN



C.B. Palaniswamy

By  M.A.B.
Dr. M.G.R.
EDUCATIONAL AND RESEARCH INSTITUTE
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VELAPPANCHAVADI, CHENNAI - 600 077.

25.01.2018

House Keeping Meeting

Attendance Sheet

S.NO	NAME OF THE FACULTY	DEPARTMENT	DESIGNATION	SIGNATURE
1	Dr. Pragna B. Dolia	Biochemistry	Dean	PB
2	Dr. Muthukrishnan	Pathology	Asst. Prof.	Muthu
3	Dr. Sharini	CM	Asst. Prof.	Sharini
4	Dr. Abheeta	Physiology	Asst. Prof.	Abheeta
5	MR. K. Subakavaran	Member	Purchase office	M. Sub
6	R. Sasikumar	HOUSE-KEEPING	Incharge	R. Sasikumar
7				
8				
9				
10				

PB



C. B. Palaniyandhi

REGISTRAR
Dr. M.G.R.
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Maduravayal, Chennai - 600 077

July 2021

Form No. - EP/10/03

House Keeping Checking (Rest Room)

CAMPUSES : D/10/03		BLOCK : 1												TOILET : M / P	
S. No	Description	7.00 to 8.00 a.m	8.00 to 10.00 a.m	10.00 to 11.00 a.m	11.00 to 12.00 p.m	12.00 to 1.00 p.m	1.00 to 2.00 p.m	2.00 to 3.00 p.m	3.00 to 4.00 p.m	4.00 to 5.00 p.m	5.00 to 6.00 p.m	6.00 to 7.00 p.m	7.00 to 8.00 p.m	HR Sign	Remarks
1	Floor Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
2	Toilet Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
3	Windows Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
4	Urinal Tap Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
5	Mirror Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
6	Wash Basin Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
Date : 2-7-21															
S. No	Description	7.00 to 8.00 a.m	8.00 to 10.00 a.m	10.00 to 11.00 a.m	11.00 to 12.00 p.m	12.00 to 1.00 p.m	1.00 to 2.00 p.m	2.00 to 3.00 p.m	3.00 to 4.00 p.m	4.00 to 5.00 p.m	5.00 to 6.00 p.m	6.00 to 7.00 p.m	7.00 to 8.00 p.m	HR Sign	Remarks
1	Floor Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
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Date : 2-7-21															
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2	Toilet Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
3	Windows Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
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6	Wash Basin Cleaning	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	Yes/No	Remarks	Sign	HR Sign	Remarks
Date : 2-7-21															

CHECKED BY : (NAME & SIGN)
 21-7-21

REVIEWED BY :

REGISTRAR
 MGR Educational and Research Institute
 Deemed to be University
 Peral E.V.R. High Road,
 Chennai-65



A.C.S. MEDICAL COLLEGE & HOSPITAL

A constituent Unit of
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VELAPPANCHAVADI, CHENNAI - 600 077.

LABORATORY SAFETY COMMITTEE MEMBERS

NAME	DESIGNATION
Dr.Pragna B Dolia	Dean
Dr.Mahendranath	Lab Director
Dr.Divya	Member
Dr.Archana	Member
Dr.Suganya	Member

Pragna B Dolia
DEAN



C. B. Palanivelu

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Periyar E.V.R. High Road,
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VELAPPANCHAVADI, CHENNAI - 600 077.

ACSMCH/Dean-Cir/03-2020

11.03.2020

CIRCULAR

There will be a meeting of the Laboratory Safety Committee on 13th March 2020 at 10.30 am in Dean Chamber. All the members are requested to attend the meeting without fail.

AGENDA:

- To recommend or initiate remedial actions when safe procedures are not followed or when procedures are not in compliance with regulations.

Copy to:-

- The Honorable Secretary for kind information
- The Vice Chancellor
- The Special Officer
- The Advisor
- The Medical Superintendent
- The Principal
- The Vice Principals
- Committee coordinator
- Concerned Members
- Office Copy



C. B. Balasubramanian
REGISTRAR
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Periyar E. V. R. Road, Velappanchavadi,
Chennai - 600 077.

Bm

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VELAPPANCHAVADI, CHENNAI - 600 077.

13.03.2020

MINUTES OF THE MEETING

Dean welcomed all the members for the Laboratory Safety committee meeting on 13.03.2020. The following points were discussed.

- Quarterly meet were conducted to solve the issues regarding chemical and physical hazards.
- New personal orientation programme were conducted.
- Lab safety training programme were conducted.

Peera
DEAN


C. B. Palanivelu
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R


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VELAPPANCHAVADI, CHENNAI

13.03.2020

LABORATORY SAFETY COMMITTEE MEETING

ATTENDANCE SHEET

S.NO	NAME OF THE FACULTY	FUNCTIONAL DESIGNATION	SIGNATURE
1	Dr.Pragna B Dolia	Chair Person	<i>P. Dolia</i>
2	Dr.Mahendranath	Lab Director	<i>Mahendranath</i>
3	Dr.Divya	Member	<i>Divya</i>
4	Dr.Archana	Member	<i>Archana</i>
5	Dr.Suganya	Member	<i>Suganya</i>
6			



C. B. Palaniswamy
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Velappanchavadi, Chennai-600 092
MGRU/REGISTRATION/2020/005

A.C.S. MEDICAL COLLEGE AND HOSPITAL

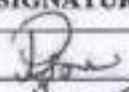
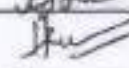
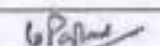
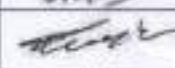

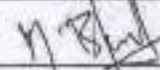
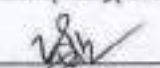

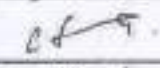

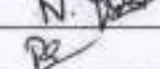

VELAPPANCHAVADI, CHENNAI - 600 077.

Constituent Unit of

**DR. M.G.R.
EDUCATIONAL & RESEARCH INSTITUTE
UNIVERSITY**
(DECL. U.S. 3 OF UGC ACT 1956)

11. LIBRARY COMMITTEE

Date : 04/04/17

Sl. No.	NAMES OF THE MEMBERS	DESIGNATION	SIGNATURE
1.	Dr. Pragna B. Dolia	Dean	
2.	Dr. Kalavathy Victor	Prof. & Head, Department of Microbiology	
3.	Dr. V. Palani	Medical Superintendent	
4.	Dr. K. Loganathan	Prof. & Head, Department of General Surgery	
5.	Dr. K.K. Dutta Gupta	Prof. & Head, Department of Community Medicine	
6.	Dr. M. Balaji Singh	Associate Professor, Department of Forensic Medicine	
7.	Dr. A.P. Selvam	Associate Professor, Department of General Surgery	
8.	Dr. H. Gayathri	Assistant Professor, Department of ENT	
9.	Dr. C. Senthil <i>ASOC</i>	Assistant Professor, Department of General Medicine	
10.	Mrs. N. Mukambika	Library in-charge	
11.	Mr. N. Krishna Moorthy Rao	Deputy Librarian	
12.	Mrs. R. Santhanalakshmi	Documentalist	



C.B. Palaniseli

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A.C.S. Medical College and Hospital

Velappanchavadi, Chennai - 600 077

Constituent Unit of

Dr. M.G.R.

**Educational and Research Institute
University**

(Decl.u/s. 3 of the UGC Act, 1956)

ACSMCH/Dean-Cir(80)/04-2017

04.04.2017

CIRCULAR

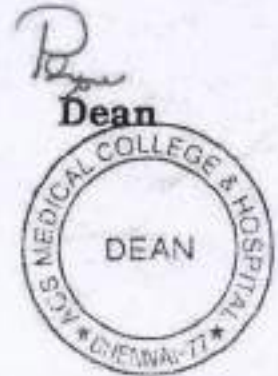
There will be a library committee meeting on 06th April 2017 at 02.30pm in Dean's Office. All the members are requested to attend the meeting without fail.

Agenda:

1. To procure reference text books for 8 departments.
2. To procure book trolley, stools and ladder.
3. To issue the library cards to the HoD's of all departments.
4. To conduct the journal Club in the library premises.
5. Any other matter to discuss.

Copy to:-

1. Secretary for kind information
2. The Special Officer
3. The Medical Advisor
4. The Medical Director
5. The Medical Superintendent
6. Dr. H. Kalavathy Victor - Coordinator of Library committee
7. Vice Principal
8. Joint Registrar
9. Concern Members
10. MCI - Cell
11. Office copy.



C.B. Palaniswamy
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MINUTES OF THE MEETING

1. Dean chaired the meeting and welcomed all members and requested them to give suggestions to improve and update the library.
2. Dean has advised to the Library In-Charge to issue the 5 to 8 library cards to the HOD's of all departments through whom the other staff members can utilize the books for 14 days.
3. The Librarian In-Charge has requested to procure 2nos of trolleys, stools and ladder for the library. The Committee has accepted the request and decided to purchase the same for the library.
4. The other members of the committee have requested to implement the Automation system in the library.
5. The Dean informed all the members to motivate all the doctors to use the library regularly and suggested to conduct the Journal Club in the library premises. One of the members has suggested installing the projector in the journal club meeting hall.
6. The meeting concluded with vote of thanks.


DEAN









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Constituent Unit of

DR. M.G.R.
EDUCATIONAL & RESEARCH INSTITUTE
UNIVERSITY
(DECL. BY J OF UGC ACT 1956)

II. LIBRARY COMMITTEE 14th meeting

06.04.17.

Sl. No.	NAMES OF THE MEMBERS	DESIGNATION	FUNCTIONAL DESIGNATION	PRESENTED MEMBERS
1.	Dr. Pragna B. Dolia	Dean	Chairman	Present
2.	Dr. V. Palani	Medical Superintendent	Member	
3.	Dr. Kalavathy Victor	Principal	Secretary	Present
4.	Dr. K. Loganathan	Prof. & Head, General Surgery	Member	Present
5.	Dr. K.K. Dutta Gupta	Prof. & Head, Community Medicine	Member	Present
6.	Dr. M. Balaji Singh	Associate Professor, Forensic Medicine	Member	Present
7.	Dr. A.P. Selvam	Associate Professor of General Surgery	Member	Present
8.	Dr. H. Gayathri	Assistant Professor of ENT	Member	Present
9.	Dr. C. Senthil	Ast. Prof. of General Medicine	Member	Present
10.	Mrs. N. Mukambika	Library in-charge	Member	Present
11.	Mr. N. Krishna Moorthy Rao	Deputy - Librarian	Member	Present
12.	Mrs. R. Santhanalakshmi	Documentalist	Member	Present
13.	Mr. R. Raju	System Administrator		Present

P.T.O.



C.B. Palaniswami

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VELAPPANCHAVADI, CHENNAI - 600 077.

SPORTS COMMITTEE MEMBERS

NAME	DESIGNATION
Dr.Pragna Dolia MD.,	Chair Person
Dr.M.Ganesh MD.,	Co-ordinator
Mr.Yesudas	Physical Director
Dr.Balamuralai	Member
Dr.Karthick	Member
Dr.Dinesh kumar	Member
Dr.Asha	Member

C. B. Palanivelu

REGISTRAR
Dr. M.G.R.
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Maderavayal, Chennai - 600 095

P. Pragna

DEAN



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(DEEMED TO BE UNIVERSITY)
VELAPPANCHAVADI, CHENNAI - 600 077.

ACSMCH/Dean-Cir/02-2019

06.02.2019

CIRCULAR

There will be a meeting of the Sports Committee on 11th February 2019 at 11.30 am in Dean Office. All the members are requested to attend the meeting without fail.

AGENDA

1. To plan and execute Annual sports meet for the students.
2. To provide more indoor games.
3. To engage students in intra-college competition.

P. B. Balasubrahmanyam

DEAN

Copy to:-

- The Honorable Secretary for kind information
- The Vice Chancellor
- The Special Officer
- The Advisor
- The Medical Superintendent
- The Principal
- The Vice Principals
- Committee coordinator
- Concerned Members
- Office Copy



C. B. Balasubrahmanyam

REGISTRAR
Dr. M.G.R.
EDUCATIONAL AND RESEARCH INSTITUTE
(Deemed to be University)
Periyar E.V.R. High Road,
Madhavaram, Chennai - 600 095



A.C.S. MEDICAL COLLEGE & HOSPITAL

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11.02.2019

MINUTES OF THE MEETING

Dean welcomed all the members for the Sports committee meeting on 11.02.2019. The following points were discussed.

- The coaches were instructed to prepare the event list date and venue.
- List of indoor & outdoor events to be included on Annual Sports Meet discussed.
- Discussed about prize distribution, budget allocation.
- Discussed about chief guest for the event.

Pegga

DEAN



C. B. Balasubramanian

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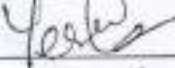


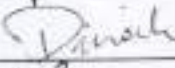
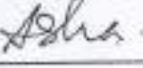
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11.02.2019

SPORTS COMMITTEE MEETING

ATTENDANCE SHEET

S.NO	NAME OF THE FACULTY	FUNCTIONAL DESIGNATION	SIGNATURE
1	Dr.Pragna B Dolia	Chair Person	
2	Dr.M.Ganesh	Co-ordinator	
3	Mr. Yesudas	Physical Director	
4	Dr.Balamurali	Member	
5	Dr.karthick	Member	
6	Dr.Dinesh Kumar	Member	
7	Dr.Asha	Member	
8			



C. B. Balasubrahmanyam

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