

## **THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL**

### **MAINTENANCE TEAM :**

**HEAD** – DR.EINSTEIN , Principal

**LABORATORY INCHARGE** – DR. UMA SUDHAKAR, Vice Principal,

**LIBRARY INCHARGE** -DR.NADEEM JEDDY, Joint Registrar,

Mrs. Alli (LIBRARIAN)

**CLASSROOM INCHARGE**- Mr. SENTHIL KUMAR(MAINTENANCE SUPERVISOR)

**COMPUTERS INCHARGE**- Mr. MANIVANNAN (SYSTEM ADMIN)

The dental college has maintenance committee with staff representing each infrastructure with efficient skilled technicians under them. The committee meeting occurs once in quarterly and discusses the needs and requirements of the departments according to DCI norms. To satisfy the same , the minutes of the meeting will be forwarded to the management through the principal and will be fulfilled . theprchase and service of the equipments will be through the central store department.

The books and journal requirements according to the UG and PG, DCI norms will be monitored by the library team . The book section is well maintained. The annual subscription of all departmental journals including online . The e-content learning resources are also provided to the students. The library ICT facilities are taken care by the system admin.

The classroom and ICT facilities are supervised by the maintenance incharge ,house keepingincharge and system admin. The repair, service and antivirus safety of the systems are done through proper channel with request from department heads and students.



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THAI MOOGAMBIGAI DENTAL  
COLLEGE AND HOSPITAL

MAINTENANCE  
LOG BOOK



**THAI MOOGAMBIGAI DENTAL COLLEGE AND**  
**HOSPITAL**

**MAINTENANCE COMMITTEE**

**DR. EINSTEIN T BERTIN - PRINCIPAL**

**DR. UMA SUDHAKAR - PROF & HOD ,**  
**VICE PRINCIPAL &**  
**(AMINISTRATION)**

**DR. NADEEM JEDDY - PROF & HOD**  
**(LIBRARY INCHARGE)**

**DR. P. RAVISHANKAR - PROFESSOR**  
**(MAINTENANCE CO-**  
**ORDINATOR)**

**MR. MANIVANNAN - COMPUTER ADMIN**

**MR. SENTHIL KUMAR - MAINTENANCE**  
**SUPERVISOR**

  
**PRINCIPAL**  
Thai Moogambigai Dental College & Hospital  
Golden George Nagar, Mugappan  
Chennai-600 107



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE:

3/1/2022

PROBLEM DESCRIPTION:

Internet was not working in  
Dept of Conservative Dentistry.

ACTION TAKEN:

The modem and the cables were  
changed.

MINUTES OF MEETING:

The problem was discussed with  
Mr. Manivannan and the Principal

SIGNATURE OF PRINCIPAL



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## THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

### MAINTENANCE COMMITTEE MEET

DATE: 30 / 10 / 2021

PROBLEM DESCRIPTION: Water leaking from the roof  
of third floor due to rains.

ACTION TAKEN:

Floor tiles in the terrace changed  
and weather proof coating done.

MINUTES OF MEETING:

Problem discussed with Mr. Senthil,  
and Vice Principal and decision was made  
to rectify the flooring in the terrace.

SIGNATURE OF PRINCIPAL





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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL  
MAINTENANCE COMMITTEE MEET

DATE:

5/7/2021

PROBLEM DESCRIPTION:

Auto clavers not working in  
the Dept. of Oral Surgery and Endodontics.

ACTION TAKEN:

Gils were changed and maintenance  
service done.

MINUTES OF MEETING:

Mr. Manirenan was consulted and  
it was decided to change the Gils and  
service the auto clavers.

SIGNATURE OF PRINCIPAL



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE:

1/4/2021

PROBLEM DESCRIPTION:

Centrifuge not working properly  
in Dept of Oral Pathology.

ACTION TAKEN:

Centrifuge was repaired.

MINUTES OF MEETING:

Discussed with Technician.

Mrs. Machakanni and decided to get the  
machine repaired.

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## THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

### MAINTENANCE COMMITTEE MEET

DATE: 4/1/2021

PROBLEM DESCRIPTION: L Preclinical Phantom units were not functioning properly.

ACTION TAKEN: Spares were changed for the nonfunctioning units.

### MINUTES OF MEETING:

Discussed with Mr. Manimaran (Chair Technician) and it was decided to get new spares for the faulty units.

SIGNATURE OF PRINCIPAL

*Unabhadharan*





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MAINTENANCE COMMITTEE MEET

DATE: 22/11/2020

PROBLEM DESCRIPTION: Leaking of rain water from the roof of third floor.

ACTION TAKEN: Weather Proof Coating was done in the roof.

MINUTES OF MEETING:

Discussed with Mr. Sathish regarding the problem and it was planned to apply weather protective Coating.

SIGNATURE OF PRINCIPAL

Unaidhale



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE:

2/7/2020

PROBLEM DESCRIPTION:

Emergency Management of patients.

ACTION TAKEN:

<sup>Closed</sup>  
Individual (↑) Cabins with exhaust fans  
were constructed for emergency dental emergencies.

MINUTES OF MEETING:

Discussed with all the HOD's  
and principal and it was decided to  
restart the emergency OP

SIGNATURE OF PRINCIPAL

Unandhaker



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE: 2/4/2020

PROBLEM DESCRIPTION: ~~Online classes~~ credit for  
streamlined.

ACTION TAKEN: Google classrooms were created  
for all the year students.

MINUTES OF MEETING:

Discussed with Dr. Paragathi,  
Mr. Maniraman and principal and it was  
planned to introduce Google classrooms.

SIGNATURE OF PRINCIPAL

Harishdharan



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE:

31.12.20

PROBLEM DESCRIPTION:

damaged.

PHD dept. - stimulation room table

ACTION TAKEN:

Stimulation table repaired.

MINUTES OF MEETING:

Discussed with Mr. Rathi to  
get the repair work done by Carpenter.

SIGNATURE OF PRINCIPAL

Harishdharan





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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL  
MAINTENANCE COMMITTEE MEET

DATE:

1/10/2019

PROBLEM DESCRIPTION:

LCD projector in Principal's  
Cabin not working.

ACTION TAKEN:

Repair of the LCD

MINUTES OF MEETING:

Discussed to Mr. Manivannan  
and planned to get the LCD projector  
repaired.

SIGNATURE OF PRINCIPAL

*Manivannan*



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE:

2/7/2019

PROBLEM DESCRIPTION:

Endo PH Research Lab main door  
damage

ACTION TAKEN:

Glass panel for the door changed.

MINUTES OF MEETING:

Discussed to Dr. Jithil as  
planned to replace the door panel.

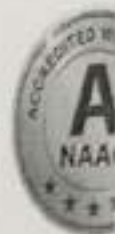
SIGNATURE OF PRINCIPAL

*Handwritten signature in green ink*



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## THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

### MAINTENANCE COMMITTEE MEET

DATE: 2 / 4 / 2015

PROBLEM DESCRIPTION: 1<sup>st</sup> and 2<sup>nd</sup> floor Toilets  
water line problem.

ACTION TAKEN: Plumbing work done for the toilets  
and water was rectified.

#### MINUTES OF MEETING:

Discussed with Dr. Sarthol and  
planned to rectify the water lines with  
plumber.

SIGNATURE OF PRINCIPAL

*Unaidhola*



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE: 2/1/2017

PROBLEM DESCRIPTION: Staff side Gyroscopes not working  
in Radio Dept.

ACTION TAKEN: Service work of the Gyroscopes Gyroscopes.

MINUTES OF MEETING:

Discussed with Mr. Manivannan.  
to get the system serviced.

SIGNATURE OF PRINCIPAL

*Haradharan*





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MAINTENANCE COMMITTEE MEET

DATE: 31/7/2018

PROBLEM DESCRIPTION: Water Bath was not working  
in the Dept of Oral Pathology.

ACTION TAKEN: Water Bath was replaced.

MINUTES OF MEETING:

The problem was discussed  
with technician Mrs. Mecha Kanni and it  
was planned to change the water bath.

SIGNATURE OF PRINCIPAL

Unaidedhater.



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MAINTENANCE COMMITTEE MEET

DATE: 3 / 4 / 2018

PROBLEM DESCRIPTION: Prosthetic lab table fittings damaged.

ACTION TAKEN:

Lab. table fittings have been replaced.

MINUTES OF MEETING:

Discussed with Mr. Mahimuram and Mr. Senthil about the computer and plumbing work for the faster.

SIGNATURE OF PRINCIPAL

*Unauthenticated*



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE:

2/1/2018

PROBLEM DESCRIPTION:

Sub PA Chair suction not working.

ACTION TAKEN:

Suction Motor changed.

MINUTES OF MEETING:

Discussed to Mr. Mahimaran and  
he advised to change the motor.

SIGNATURE OF PRINCIPAL

*Chandrasekhar*



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## THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL MAINTENANCE COMMITTEE MEET

DATE: 3/10/2017

PROBLEM DESCRIPTION: Rva software problem in the  
xray room.

ACTION TAKEN: Rva software reinstalled.

### MINUTES OF MEETING:

Discussed to Mr. Manimaran and  
as per his advised, it was decided to  
reinstall the Rva software.

SIGNATURE OF PRINCIPAL

*Manimaran*





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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE: 5/7/2012

PROBLEM DESCRIPTION: Microcomputer units not functioning in the digital oral surgery.

ACTION TAKEN:

Microcomputer units serviced.

MINUTES OF MEETING:

Discussed with Mr. Manimaran and decided to service all the units.

SIGNATURE OF PRINCIPAL

Unshudhaker.



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## THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL MAINTENANCE COMMITTEE MEET

DATE: 4/4/2017

PROBLEM DESCRIPTION: Hydraulics problem in the  
Chair of UG Clinic - Dept of Pedodontics.

ACTION TAKEN:

Hydraulic motor serviced.

MINUTES OF MEETING:

Discussed with Mr. Marimolan  
and decided to overhaul the hydraulic motor.

SIGNATURE OF PRINCIPAL

*Unahdholan*



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THAI MOOGAMBIGAI DENTAL COLLEGE AND HOSPITAL

MAINTENANCE COMMITTEE MEET

DATE: 3/1/2017

PROBLEM DESCRIPTION: Subscription for online journals expired.

ACTION TAKEN: Subscription for online journals renewed.

MINUTES OF MEETING: Dr. Arund E. Dr. Nandam and decided to renew the subscription.

SIGNATURE OF PRINCIPAL

*Arund E.*