



Smt. Mallavabai Valyal Memorial Charitable Dental Hospital & Research Centre, Solapur Undertaking  
**PANDIT DEENDAYAL UPADHYAY DENTAL COLLEGE**

Recognized by Dental Council of India, New Delhi and Affiliated by M.U.H.S Nashik

19/1, Kegaon, Solapur - 413255

E-mail: pdudentalcollege@rediffmail.com Web site: www.pdudentalcollege.co.in

**CIRCULAR**

DATE: 03/07/23

All the members of the maintenance committee are hereby informed to attend the meeting to be convened on 03/07/23 at 12:00 pm in the seminar room of dept of ortho. All members are requested to be present.

Copy to all Members

1. Dr. Rajendra Birangane – Principal
2. Dr. Sneha Shinde – Chairperson
3. Dr. Sneha Hoshing – Member
4. Dr. Nikita Mehta – Member
5. Mr. Narasimha Hare – Member
6. Mr. Navnath Phad – Member
7. Mr. Sagar Deshmukh – Member
8. Mr. Manoj Homkar – Member



**Dr. BIRANGANE R.S.  
PRINCIPAL  
P.D.U. Dental College, Solapur**



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## AGENDA

- Application for repair and requirements by dept of oral and maxilla facial surgery on 03/07/23
- Replacement of old and broken benches in the classrooms
- Pest control be done in the college and hostel premises.
- Maintenance of garden
- Condemnation of old equipment's and instruments

## MINUTES OF MEETING

The members were extended a warm welcome and the meeting was called to order by the chairperson.

- Regarding request for repair of light of surgical chair and purchase of a compressor for the minor to in dept of oral and maxilla facial surgery referred to shri Navnath for necessary repairs
- Replacement of old and broken benches in the classrooms with new furniture referred to purchase dept
- Pest control be done in the college and hostel premises: shri hare requested to see to the necessary work
- Maintenance of garden referred to shri hare to get the same done periodically by the gardener
- Condemnation of old equipment's and instruments needs to be carried out and chairperson has taken the responsibility to look into the matter.



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CIRCULAR

DATE :11/3/24

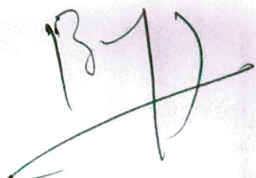
All the members of maintenance committee are hereby informed that the maintenance committee meeting will be held on 13/3/24 in the seminar room of dept of orthodontics at 12 pm.

All the members are requested to attend the meeting.

Copy to all Members

1. Dr. Rajendra Birangane – Principal
2. Dr. Sneha Shinde – Chairperson
3. Dr. Sneha Hoshing – Member
4. Dr. Nikita Mehta – Member
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### ACTION TAKEN REPORT

- The application for purchase of new lockers for use by first year pegs from dept of conservative dentistry was referred to the purchase committee and response awaited
- Purchase of new ceiling fan in dept of prosthodontics done and fitted
- Regarding purchase of instrument trolley in dept of conservative dentistry: shri hare carried out necessary checkup of old trolley and replaced to wheels and is now in working condition
- Complaints from dept of general pathology and microbiology involving repair of refrigerator, one tube light and one fan addressed and repair work carried out.
- Regarding complaints for maintenance of-equipment in dept of oral and maxillofacial surgery involving nonfunctioning of dental chairs, autoclave and sterilizer: equipment checked and necessary repairs carried out.
- Regarding repair/ replacement of spot welder in dept of orthodontics Shri.Navnath checked the same and got it repaired
- Application for shortage of water bottles for dental chairs by dept of conservative dentistry referred to Shri hare for purchase of the same: 6 new bottles purchased and handed over to the conservative dept.
- Complaint regarding non-functioning of X-ray machine in dept of pedodontics: Shri Navnath to looked into the functioning of the same and certified that it cannot be repaired
- Application for purchase of portable X-ray machine in dept of prosthodontics referred to purchase section and response awaited.



  
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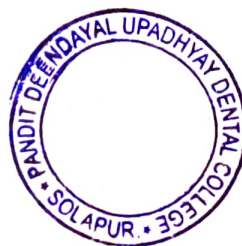
**AGENDA;**

- Deficits to be fulfilled requested by dept of general pathology and microbiology on 10/2/24
- Application for purchase of new cupboard/lockers in dept of conservative dentistry on 12/3/24
- Application for purchase of new ceiling fan in dept of prosthodontics
- Regarding purchase of instrument trolley in dept of conservative dentistry on 23/2/24
- Regarding complaints for maintenance of-equipment in dept of oral and maxillofacial surgery on 3/11/23
- Regarding repair/ replacement of spot welder in dept of orthodontics on 5/1/24
- Application for shortage of water bottles for dental chairs on 8/12/23
- Complaint regarding non-functioning of x-ray machine in dept of pedodontics on 8/12/23
- Application for purchase of portable x-ray machine in dept of prosthodontics on 7/12/2

**MINUTES OF MEETING:**

The meeting was called to order by the chairperson after welcoming all the members

- The application for purchase of new lockers for use by first year pegs from dept of conservative dentistry was referred to the purchase committee for allocation of funds if possible



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