



College of Ayurved & Research Centre

Date: 01/07/2020

INSTITUTIONAL MAINTENANCE COMMITTEE

Notice

This is to inform all Members of the maintenance committee that the Biannual meeting is arranged on 07/07/2020 (11.00 am). So please attend it in time.

Agenda:

- 1- Maintenance & upgrading of college assets/building related all facilities.
- 2- To identify potential maintenance requirements.
- 3- To define policy of maintenance.
- 4- Acquaintance of maintenance work with all committee members.


Secretary

IQAC Coordinator


Principal &

Chairman Maintenance Committee, CARC

Principal

P.D.E.A'S

College of Ayurved And Research Centre
Nigdi, Pune - 411 044

The Members of IMC Committee: -

Name

1. Dr. R. R. Patil
2. Dr. R.B. Bobade
3. Dr. I.S.Bhor
4. Dr. Chinmay Phadke
5. Dr Prashant Tople
6. Mr. Kishor Khalate
7. Mr.Vaibhav Navgire
8. Mr.Satish Kale
9. Mrs.Sunita Joshi
10. Mrs Maya Chavhan
11. Mrs Maya Nashte

Sign







College of Ayurved & Research Centre

Date: 07/07/2020

INSTITUTIONAL MAINTENANCE COMMITTEE

MINUTES OF MEETING

Agenda of the meeting:

- 1- Maintenance & upgrading of college assets/building related all facilities.
- 2- To identify potential maintenance requirements.
- 3- To define policy of maintenance.
- 4- Acquaintance of maintenance work with all committee members.

Summary of the meeting:

- Secretary Maintenance committee & Chief coordinator IQAC Dr Bobade sir have stated the background for creating separate maintenance committee in order to proper utilization and maintenance of all college assets with effective and efficient functioning of all physical, academic and support facilities.
- Secretary Dr. Bobade explained all members about their responsibility and need of proper documentation of work accordingly.
- To channelize the proper work, Dr. Bobade has suggested all members to give requirements for hostel, garden, ICT and general maintenance in 2-4 next days.
- Dr Bhore Criteria 4 Chairman suggested that this work of committee is important with related documentation for NAAC criteria 4.5.1 and 4.5.2. Accordingly, she has checked all documentation files maintained by Mr Khalate (Physical maintenance clerk) and 500 words note written by Vd Chinmay Phadake and it is upgraded with suggestions by secretary.



- Principal

P.D.E.A'S

College of Ayurved And Research Centre
Nigdi, Pune - 411 044.



Pune District Education Association's



College of Ayurved & Research Centre

Members present for the meeting

Name	Signature
Dr. R. R. Patil	
Dr. R.B. Bobade	
Dr. I.S.Bhor	
Dr. Chinmay Phadke	
Mr. Kishor Khalate	
Mr. Vaibhav Navgire	
Mrs.Sunita Joshi	
Mrs Maya Chavhan	M. R. Chavhan
Mrs Maya Nashtc	

Principal

P.D.E.A'S

College of Ayurved And Research Centre
Nigdi, Pune - 411 044.





College of Ayurved & Research Centre

Date: 10/10/2020

INSTITUTIONAL MAINTENANCE COMMITTEE

Notice

This is to inform all Members of the maintenance committee that the Biannual meeting is arranged on 15/10/2020 (11.00 am). So please attend it in time.

Agenda:

- 1- To reform maintenance committee & to give written proper work directions as per sop to the members
- 2- To identify potential maintenance requirements and to classify them & to discuss policy of maintenance.
- 3- Guidance for smooth & systematic maintenance work with all committee members by Secretary.


Secretary

IQAC Coordinator


Principal &

Chairman Maintenance Committee, CARC

Principal

P.D.E.A'S

College of Ayurved And Research Centre
Sign Nigdi, Pune - 411 044.

The Members of IMC Committee: -

Name

1. Dr. R. R. Patil
2. Dr. R.B. Bobade
3. Dr. I.S.Bhor
4. Dr. Chinmay Phadke
5. Dr Prashant Tople
6. Mr. Kishor Khalate
7. Mr. Vaibhav Navgire
8. Mr. Satish Kale
9. Mrs. Mehta
10. Mrs. Maya Chavhan
11. Mrs. Maya Nashte
12. Mrs. Sunita Joshi





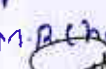


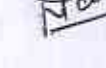


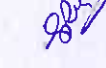




















Principal

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Nigdi, Pune - 411 044.



College of Ayurved & Research Centre

Date: 15/10/2020

INSTITUTIONAL MAINTENANCE COMMITTEE

MINUTES OF MEETING

Agenda of the meeting:

- 1- To reform maintenance committee & to give written proper work directions as per sop to members.
- 2- To identify potential maintenance requirements and to classify them.
- 3- To discuss policy of maintenance.
- 4- Guidance for smooth & systematic maintenance work.

Summary of the meeting:

- Review of the last meeting is taken by secretary Dr. Bobade.
- Dr. Bhor & Dr. Phadke suggested secretary to reform the committee according to maintenance policy with addition of some other concern technical persons.
- Dr. Bobade sir has given permission for the same and suggested names of other members for addition in order to proper utilization and maintenance of all college assets with effective and efficient functioning of all physical, academic and support facilities.
- A policy decision has been made to schedule a meeting with all new members involved in distributed work next week. During this meeting, they will be informed about the requirement to submit their monthly work reports within the first 10 days of each new month at the office. Subsequently, all these reports will be compiled and preserved by the maintenance committee.
- Secretary has taken review of other routine maintenance work like water filter AMC processing, Intercom AMC processing.




Principal
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College of Ayurved & Research Centre

Members present for the meeting

Name	Signature
Dr. Ragini. R. Patil	
Dr. Rajkumar.B. Bobade	
Dr. Ila.S.Bhor	
Dr. Chinmay Phadke	
Dr Prashant Tople	
Mr. Kishor Khalate	
Mr.Vaibhav Navgire	
Mrs.Sunita Joshi	
Mrs Maya Chavhan	
Mrs Maya Nashte	
Mrs.Pravina Mehta	



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College of Ayurved & Research Centre

Date: 24/05/2021

INSTITUTIONAL MAINTENANCE COMMITTEE

NOTICE

This is to inform all Members of the maintenance committee that the Biannual meeting is arranged on 31/05/2021 (11.00 am). Attendance is mandatory.

Agenda:

1. To identify potential maintenance requirements and to classify them.
2. To prepare documentation in soft copy for online upload of registers/work.
3. Guidance for smooth & systematic maintenance work with all committee members by Secretary
4. Six monthly review of work done
5. Impromptu topics


Secretary
IQAC Coordinator


Principal &
Chairman Maintenance Committee, CARC

The Members of IMC Committee: -

- | Name | Sign |
|-----------------------|---|
| 1. Dr. R. R. Patil |  |
| 2. Dr. R.B. Bobade |  |
| 3. Dr. I.S.Bhor |  |
| 4. Dr. Chinmay Phadke |  |
| 5. Dr Prashant Tople |  |
| 6. Dr. Rajesh Mhaske |  |
| 7. Mr. Kishor Khalate |  |
| 8. Mr.Vaibhav Navgire |  |
| 9. Mr.Satish Kale |  |
| 10.Mrs.Mehta |  |
| 11.Mrs Anjali Ingle |  |
| 12.Mrs Maya Chavhan |  |
| 13.Mrs Maya Nashte |  |
| 14.Mrs Sunita Joshi |  |


Principal
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Principal
P.D.E.A.S
College of Ayurved And Research Centre
Nigdi, Pune - 411 044.



College of Ayurved & Research Centre

Date: 31/05/2021

INSTITUTIONAL MAINTENANCE COMMITTEE

MINUTES OF MEETING

Agenda of the meeting:

1. To identify potential maintenance requirements and to classify them.
2. To prepare documentation in soft copy for online upload of registers/work.
3. Guidance for smooth & systematic maintenance work with all committee members by Secretary
4. Six monthly review of work done
5. Impromptu topics

Summary of the meeting:

- Review of last meeting is done by Principal madam.
- Under 6 month follow up- Dr Bobade has suggested to gather for informal meeting of all members at the last day of the month- every month for proper documentation & ongoing of routine work.
- He also suggested preparing documentation in soft copy for online upload of registers/work.
- Dr. Bobade gathered brief updates from Mr. Navgire regarding the ICT and LAN connections in all classrooms. He instructed Mr. Navgire to collect additional requirements from all departments and proceed with the necessary upgrades accordingly.
- Dr. Bobade received a summary of the current status of physical infrastructure maintenance from Mr. Khalate, both completed and ongoing. He also tasked Mr. Khalate, Mr. More, and Dr. Bhor with preparing the final list of required signages.
- Principal madam took brief updates from Mrs Joshi and told strictly to keep heads in yearly budget and after approval make financial arrangements.
- Secretary has taken routine work follow up & documentation in log book like replacement of non-teaching uniform, electrical maintenance, water tank cleaning etc.




Principal
P.D.E.A'S
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Nigdi, Pune - 411 044.



Pune District Education Association's



College of Ayurved & Research Centre

Members present for the meeting

Name	Signature
Dr. Ragini. R. Patil	
Dr. Rajkumar .B. Bobade	
Dr. Ila .S.Bhor	
Dr. Chinmay Phadke	
Dr Prashant Tople	
Dr Rajesh Mhaske	
Mr. Kishor Khalate	
Mr.Vaibhav Navgire	
Mrs.Sunita Joshi	
Mrs Maya Chavhan	
Mrs Maya Nashte	
Mrs.Pravina Mehta	
Mrs Anjali Ingale	
Mr. Satish Kale	



Principal
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Nigdi, Pune - 411 044.



College of Ayurved & Research Centre

Date: 20/11/21

INSTITUTIONAL MAINTENANCE COMMITTEE

NOTICE

This is to inform all Members of the maintenance committee that the Biannual meeting is arranged on 26/11/2021 (10.00 am). Attendance is mandatory.

Agenda:

1. Review of last meeting
2. Review of six monthly review of work done & reports generated
3. Impromptu topics


Secretary

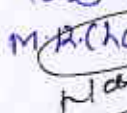
IQAC Coordinator



Principal &

Chairman Maintenance Committee, CARC

The Members of IMC Committee: -

- | Name | Sign |
|-----------------------|---|
| 1. Dr. R. R. Patil |  |
| 2. Dr. R.B. Bobade |  |
| 3. Dr. I.S.Bhor |  |
| 4. Dr. Chinmay Phadke |  |
| 5. Dr Prashant Tople |  |
| 6. Dr. Rajesh Mhaske |  |
| 7. Mr. Kishor Khalate |  |
| 8. Mr.Vaibhav Navgire |  |
| 9. Mr.Satish Kale |  |
| 10.Mrs.Mehta |  |
| 11.Mrs Anjali Ingle |  |
| 12.Mrs Maya Chavhan | |
| 13.Mrs Maya Nashte | |
| 14.Mrs Sunita Joshi | |

Sign

Principal
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College of Ayurved & Research Centre

Date: 26/11/2021

INSTITUTIONAL MAINTENANCE COMMITTEE

MINUTES OF MEETING

Agenda of the meeting:

1. Review of last meeting
2. Review of six monthly review of work done & reports generated
3. Impromptu topics

Summary of the meeting:

- Review of last meeting is done by Principal madam.
- Under 6 month follow up- Dr Bobade sir suggested to take informal follow up meeting every month but for documentation purpose only two meetings per year are enough and yearly report generation for uploading can be done.
- Check lists of concern departments should be prepared and submitted every month so that data of maintenance will be generated.
- For proper work 'track the application' policy can be adopted.
- Secretary checked other routine work record of maintenance like safety fire refilling, grill duct installation, electrical maintenance at girl's hostel, intercom AMC etc.




Principal
P.D.E.A'S
College of Ayurved And Research Centre
Nigdi, Pune - 411 044.



Pune District Education Association's



College of Ayurved & Research Centre

Members present for the meeting

Name	Signature
Dr. Ragini R. Patil	
Dr. Rajkumar B. Bobade	
Dr. Ila S.Bhor	
Dr. Chinmay Phadke	
Dr Prashant Tople	
Dr Rajesh Mhaske	
Mr. Kishor Khalate	
Mr.Vaibhav Navgire	
Mrs.Sunita Joshi	
Mrs Maya Chavhan	
Mrs Maya Nashte	
Mrs.Pravina Mehta	
Mrs Anjali Ingale	
Mr. Satish Kale	



Principal
P.D.E.A.'S
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Nigdi, Pune - 411 044.



College of Ayurved & Research Centre

Date: 20/05/22

INSTITUTIONAL MAINTENANCE COMMITTEE

NOTICE

This is to inform all Members of the maintenance committee that the Biannual meeting is arranged on 27/05/2022 (10.00 am). Attendance is mandatory.

Agenda:

1. Minutes of last meeting
2. Six monthly review of work done & reports generated
3. Impromptu topics


Secretary
IQAC Coordinator


Principal &
Chairman Maintenance Committee, CARC

The Members of IMC Committee: -

- | Name | Sign |
|------------------------|--|
| 1. Dr. R. R. Patil |  |
| 2. Dr. R.B. Bobade |  |
| 3. Dr. I.S. Bhor |  |
| 4. Dr. Chinmay Phadke |  |
| 5. Dr. Prashant Tople |  |
| 6. Dr. Rajesh Mhaske |  |
| 7. Mr. Kishor Khalate |  |
| 8. Mr. Vaibhav Navgire |  |
| 9. Mr. Satish Kale |  |
| 10. Mrs. Mehta |  |
| 11. Mrs. Anjali Ingle |  |
| 12. Mrs. Maya Chavhan |  |
| 13. Mrs. Maya Nashte |  |
| 14. Mrs. Sunita Joshi |  |


Principal
P.D.E.A'S
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Principal
P.D.E.A'S
College of Ayurved And Research Centre
Nigdi, Pune - 411 044.



College of Ayurved & Research Centre

Date: 27/05/2022

INSTITUTIONAL MAINTENANCE COMMITTEE MINUTES OF MEETING

Agenda of the meeting:

1. Minutes of last meeting
2. Six monthly review of work done & reports generated
3. Impromptu topics

Summary of the meeting:

- Review of last meeting is done by Principal madam.
- Under 6 month follow up- Regular monthly reports started generating from January 2022 due to which smooth work & track the application policy work started.
- Under 6 month follow up work solar system light is installed in girl's hostel and started since march 2022.
- Stock verification in library completed for 2020-21 year up to January 2022.
- Other General Electric & plumbing, water resources like water tank motor change, water purifier maintenance, xerox machine toner change, garden related maintenance work review was taken by IQAC coordinator & secretary Dr. Bobade.




Principal
P.D.E.A.S
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Nigdi, Pune - 411 044.



College of Ayurved & Research Centre

Members present for the meeting

Name	Signature
Dr. Ragini R. Patil	
Dr. Rajkumar B. Bobade	
Dr. Ila S.Bhor	
Dr. Chinmay Phadke	
Dr Prashant Tople	
Dr Rajesh Mhaske	
Mr. Kishor Khalate	
Mr.Vaibhav Navgire	
Mrs.Sunita Joshi	
Mrs Maya Chavhan	
Mrs Maya Nashte	
Mrs.Pravina Mehta	
Mrs Anjali Ingale	
Mr. Satish Kale	



Principal
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College of Ayurved And Research Centre
Nigdi, Pune - 411 044.



College of Ayurved & Research Centre

Date: 26/11/22

INSTITUTIONAL MAINTENANCE COMMITTEE

NOTICE

This is to inform all Members of the maintenance committee that the Biannual meeting is arranged on 02/12/2022 (10.00 am). Attendance is mandatory.

Agenda:

1. Minutes of last meeting
2. Six monthly review of work done & reports generated
3. Impromptu topics


Secretary
IQAC Coordinator


Principal &
Chairman Maintenance Committee, CARC

The Members of IMC Committee: -

- | Name |
|-----------------------|
| 1. Dr. R. R. Patil |
| 2. Dr. R.B. Bobade |
| 3. Dr. I.S.Bhor |
| 4. Dr. Chinmay Phadke |
| 5. Dr Prashant Tople |
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| 7. Mr. Kishor Khalate |
| 8. Mr.Vaibhav Navgire |
| 9. Mr.Satish Kale |
| 10.Mrs.Pravina Mehta |
| 11.Mrs Anjali Ingle |
| 12.Mrs Maya Chavhan |
| 13.Mrs Maya Nashte |
| 14.Mrs Sunita Joshi |

Sign 
Principal
P.D.E.A'S
College of Ayurved And Research Centre
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College of Ayurved & Research Centre

Date: 02/12/2022

INSTITUTIONAL MAINTENANCE COMMITTEE

MINUTES OF MEETING

Agenda of the meeting:

1. Minutes of last meeting
2. Six monthly review of work done & reports generated
3. Impromptu topics

Summary of the meeting:

- Review of last meeting is done by Secretary Dr. Bobade.
- Under 6 month follow up- Rain water harvesting work under maintenance started in May-June 2022 and completed in July 2022. After that the seasonal rain water was collected in tanks and from there into bore well created for the same.
- Open gymnasium work & other sports maintenance work after rainy season was completed up to Dec 22.
- Civil work maintenance of paving blocks in front of college was completed & tank creation for garden dry waste composting work started. Lawn cutting & herbal manure spreading to all plants in the garden is also done. DP Fencing gate for security was done.
- Maintenance of old cupboards & book cases, racks was done from various departments.
- Other General Electric & plumbing, water resources, garden related, IT, maintenance work like safety cylinder refilling, paper waste/scraps disposal transport, some departmental tiles change civil work etc. review was taken by IQAC coordinator.




Principal
PDEAS
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Nigdi, Pune - 411 044.



Pune District Education Association's



College of Ayurved & Research Centre

Members present for the meeting

Name	Signature
Dr. Ragini R. Patil	
Dr. Rajkumar B. Bobade	
Dr. Ila S.Bhor	
Dr. Chinmay Phadke	
Dr Prashant Tople	
Dr Rajesh Mhaske	
Mr. Kishor Khalate	
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Mr. Satish Kale	



Principal
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Pune District Education Association's

College of Ayurved & Research Centre

(I.D.No. P.U./P.N./AYU./081/1990)

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E-mail - carc2006@rediffmail.com / carcakurdi@gmail.com Outlook- acrc_akurdi@pdeapune.org



Date: 24/05/2023

INSTITUTIONAL MAINTENANCE COMMITTEE

NOTICE

This is to inform all Members of the maintenance committee that the Biannual meeting is arranged on 31/05/2023 (10.00 am). So please attend it in time.

Agenda:

1. Minutes of last meeting
2. Six monthly review of work done & reports generated
3. Impromptu topics


Secretary

IQAC Coordinator


Principal &

Chairman Maintenance Committee, CARC

The Members of IMC Committee: -

Name

1. Dr. R. R. Patil
2. Dr. R.B. Bobade
3. Dr. I.S.Bhor
4. Dr. Chinmay Phadke
5. Dr Prashant Tople
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Sign



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Date: 31/05/2023

INSTITUTIONAL MAINTENANCE COMMITTEE

MINUTES OF MEETING

Agenda of the meeting:

1. Minutes of last meeting
2. Six monthly review of work done & reports generated
3. Impromptu topics

Summary of the meeting:

- Review of last meeting is done by Secretary Dr. Bobade.
- Under 6 month follow up- Solar system installed on the girl's hostel as well as solar heater, both are working very well reducing the electric consumption up to almost zero thus achieving the target towards ecofriendly green campus with saving energy & light bill.
- One step further is achieved by installing 8 solar lights around the college campus outsides and are working generating 100% solar power.
- Leakage work is done of college building & girls hostel water proofing during first half of 2023.
- Other General Electric & plumbing, water resources, garden related, IT & non-specific civil maintenance work was done as per the requirement and is documented and data generated monthly which was over viewed by the secretary.
- Stock verification of 2021-22 of books was done in UG & PG library.




Principal
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(I.D.No. P.U./P.N./AYU./081/1990)

Sector No. 25, Pradhikaran, Nigdi, Pune-411 044 (Maharashtra State), India.

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Members present for the meeting

Name	Signature
Dr. Ragini R. Patil	
Dr. Rajkumar B. Bobade	
Dr. Ila S.Bhor	
Dr. Chinmay Phadke	
Dr Prashant Tople	
Dr Rajesh Mhaske	
Mr. Kishor Khalate	
Mr. Vaibhav Navgire	
Mrs.Sunita Joshi	
Mrs Maya Chavhan	M R Chavhan
Mrs Maya Nashte	
Mrs.Pravina Mehta	Mehta
Mrs Anjali Ingale	
Mr. Satish Kale	



Principal
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