

Minutes of Maintenance Committee held on 1/07/2022

Location: Meeting Room

Time: 9:30 am

Duration: 30 minutes

Attendes:

- Mr. Savid Bhojia (Director)
- Dr. Avijit Avasthi (Faculty)
- Mr. Balbir (Supervisor)
- Mr. Kashmir Singh (Store Assistant)
- Mr. Dayal (Attendant)

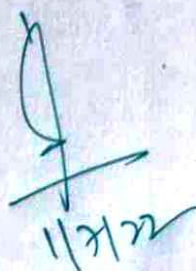
Agenda Items

1. Repair of Model Trimmer in department of prosthodontics and pedodontics.
2. Repair of micromotors for requirement in department of orthodontics and prosthodontics.
3. Replacement of a Diamond Disc for model trimmer

The details of meeting were conveyed to the Principal Office and Action Taken

Report was submitted to Principal Office

Sr. No.	Detailed Action	Owner
1.	Repair of Model Trimmer in department of prosthodontics and pedodontics	Mr. Balbir
2.	Repair of micromotors for requirement in department of orthodontics and prosthodontics.	Mr. Kashmir
3.	Replacement of a Diamond Disc for model trimmer	Mr. Kashmir


1/7/22