

		replace						taken From store
62	F-44	Tube light not working - 1	Replaceable	1254		Internal	214	Material taken From store

Note: 1) Also please attach all the copies of bills for the above maintenance works.
2) Please write clear reason for not completion of work if any

S. Ravi Sankar
S. Ravi Sankar
 Prepared for Maintenance In-charge
 (Conceded in-charge) Technology (A)
 Institute of Applied Sciences

Copy to

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- Office of the Executive Director
- Office of the Principal
- Dean Admin
- Dean IQAC

K. Venkatesh Rao
 Verified By
 [Dean Intra]

[Signature]
[Signature]

Authorized by
[Signature]
 [Principal]

33	B-11 (Gents Toilets)	Tube light	Replaceable	1254	Internal	214	Material taken from store
34	B-12 (Ladies Toilets)	Tube light	Replaceable	1254	Internal	214	Material taken from store
37	E-22 (Ladies Toilets)	Tube light	Replaceable	1254	Internal	214	Material taken from store

Note: 1) Also please attach all the copies of bills for the above maintenance works.

2) Please write clear reason for not completion of work if any

Dr. B. B. Sankar
 Director, Maintenance In-charge (A)
 Institute for Information Technology
 Vignansar (Consented In-charge)

K. Venkatesh Rao
 Verified By
 [Dean Infra]

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- Dean Admin
- Dean IQAC

Internal Quality Assurance Cell (IQAC)



Date: 23-10-21

INFRASTRUCTURE MAINTENANCE – WORK COMPLETION REPORT

Date of inspection: 24-9-21

Date of Report:

R.N	Room No/ Location	Observation made	Type of Problem (Repairable/Replaceable/New work)	INVOICE	Estimated Budget	Work done by	Actual Cost	Remarks
43	A37 & A36 sergy brain lab, bill gates lab	AC's Not working Electrical Work	Replaceable	153		External	21,000/-	This AC is kept in timer which is rectified
44	Gents toilets	Lift side electric caps	Replaceable			Internal		Material taken from store
45	A 25-staff room	Fan capacitor replaced	Replaceable			Internal	38	Material taken from store
46	A37 & A36 Sergey brai lab bill gates lab	UPS not working	Repairable			Internal		Rectified with external person which are in AMC
47	A 46	LED light problem	Replaceable			Internal	4x38	Material taken from store
Pending works								
48	AP skill development lab	EE lab and AP skill development lab combined power to be separate						AC's only in combine power supply. But it is some what heavy work. Till date it is not completed, requires some more time

Note: 1) Also please attach all the copies of bills for the above maintenance works.

2) Please write clear reason for not completion of work if any

Dr. R. S. Ravi Sankar
Institute Level Internal Maintenance In-charge
Vignans Institute of Information Technology (A)

Verified By
K. Sankar Lakshmi

[Signature]

Internal Quality Assurance Cell (IQAC)



BASED ON ISO 9001 Standard. Issued By: IQAC, Vignans Institute of Information Technology, 533 003

INFRASTRUCTURE MAINTENANCE – WORK COMPLETION REPORT OF 7-10-2021

Date: 6-11-2021

S.No	Room No	Observation mode	Type of Problem (Repairable/Replicable)	Estimated Budget	Work Done by	Actual Cost	Remarks (Material taken from store or Purchased)
36	B-01	Ceiling fan cap electrical wires hanging	Repairable		Internal Person		
37	B-04	Electrical board fixing to wall	Repairable		Internal Person		
38	B-04	Ceiling fan cap electrical wires hanging	Repairable		Internal Person		
39	A04	Tube light	Repairable		Internal Person	214	Taken from store
40	A03	Tube Light one side hanging, & Wires hanging	Repairable		Internal Person		
41	A02	Ceiling fan cap electrical wires hanging	Repairable		Internal Person		
43	A02 Dark room	Tube light not working	Repairable		Internal Person	214	Taken from store
44	A02 Dark room	Wall switch board fixing	Repairable		Internal Person		
46	A11	Ceiling fan cap electrical wires hanging	Repairable		Internal Person		
47	A13	Tube light Hanging, Electrical wires hanging	Repairable		Internal Person		

48	B14	Power supply problem, power extension box required	Repairable	Internal Person		
49	A21	at door wires are hanging	Repairable	Internal Person		
50	A21	ceiling fan cups fixing -2	Repairable	Internal Person		
51	A24	Tube light clamp fixing	Repairable	Internal Person		
52	A24	Ceiling fans caps required -2	Repairable	Internal Person		
53	A23	Ceiling fan cap fixing -5	Repairable	Internal Person		
54	A block 2nd floor (gents washroom)	Electrical bulb hanging-1	Repairable	Internal Person		
55	A block 2nd floor (gents washroom)	Bulb not working -1	Repairable	Internal Person	28	Taken from store
56	A block 2nd floor (gents washroom)	Switch board cap fixing	Repairable	Internal Person		
57	A block 2nd floor (girls Washroom)	Electrical bulb hanging -1, 2 new bulbs	Repairable	Internal Person	3738	Taken from store
58	B13,14,24,34,35	power problem	Repairable	Internal Person		
61	A34	Ceiling fan caps -3	Repairable	Internal Person		
62	A34	Ceiling Fan caps-1	Repairable	Internal Person		
63	A block 3rd floor (girls washrooms)	Bulbs are not working -4	Repairable	Internal Person		
64	A block 3rd floor (Gents washrooms)	Switch board switches, 16 module cover, 6A two switches	Repairable	Internal Person	250	Taken from store

65	A32	Ceiling Fan Caps-5	Repairable					
66	A47	Tube light Required-1	Repairable	214		214	Taken from store	
67	A46	Ceiling fan Caps -6	Repairable					
68	Tutorial Room	Fan Capacitor -2	Repairable			30	Taken from store	
69	4th floor (Gents washrooms)	Bull - 1 required	Repairable			2+38=76	Taken from store	
70	4th floor (girls washrooms)	Bulbs not working -3	Repairable			3+38=114	Taken from store	
71	A42	Ceiling Fan caps	Repairable					
72	B12	Electrical Plugs	Repairable				No material in store	
73	B12	2 Tube lights, Fan Capacitors	Repairable			30	Taken from store	
74	B24	Power extension box problem	Repairable					
75	B23	Tube light Required-1	Repairable					
76	B35	switch board loose connection	Repairable					
45	A02	Ground floor ceiling lights not working	Repairable				Material is not available in store	
59	A37	AC not working -1	Repairable	Not completed			They submit the indent	
60	A36	Fan Switches separation	Repairable	Counselled wiring problem			Not possible	

42	A02	Projector Fixing required		
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Note: Also please attach all the copies of bills for the above maintenance works.

PHS

Concerned In-charge

K. Veerakumar
Dean Infrastructure

[Red Signature]
Dean Infrastructure

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- Office of the Principal
- Dean Admin