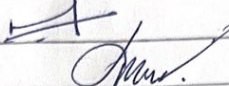
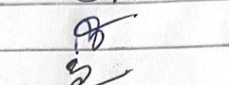
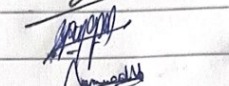
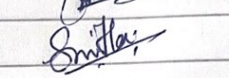


MAINTANANCE COMMITTEE MEMBERS

1. Dr. DINESH KAMATH
2. Dr. FIAZ SHAMSUDAEEN
3. Dr. MANJU BABU
4. Mr. BIJESH. P.K.
5. Mr. RAJAN P.M
6. Mr. PAREETH P.K.
7. Mrs. SMITHA.


Mr.




Indira Gandhi Institute of Dental Sciences

Minutes of the meeting of the Maintenance Committee dated 05-10-2023.

A maintenance committee meeting was conducted in the chamber of COO on 05-10-2023.

Meeting started at 11.00 am, COO IGIDS presided the meeting.

A discussion was held regarding the protocols to be followed for efficient operation of clinics as detailed below:-

- 1) According to the guidelines set forth by the Dental Council of India, all the departments should meticulously assess and report the shortage of dental chairs they currently face.
- 2) Additionally each department should provide an assessment of the exact number of dental chairs needed to facilitate the seamless operation of the clinic.
- 3) To maintain the standards of equipment functionality, it is mandatory that all major equipment malfunctions are promptly reported to the Maintenance Committee, submitted in writing to the Committee Chairman for swift resolution and repair.
- 4) Each department is required to maintain a Maintenance register at the reception area. This register will serve as a central location for the technician to record the status of complaints registered by department, if the technician could not solve the issue within 15 days same has to be intimated to concerned HOD directly for initiating the further action to be taken in this regard.
- 5) If any department require left handed dental chair, to enhance the clinical operations, they are requested to report the exact number needed.

The following members were present in the meeting

Dr. Dinesh Kamath G, Chairman, Dept. of Conservative Dentistry

Dr. Fiaz Shemsudeen, Dept. of Oral & Maxillofacial surgery

Dr. Manju Babu, Dept. of Periodontics

Other Members

Mr. Rajan P. m

Mr. Pareeth P K

Mrs. Smitha A. J

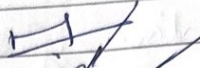
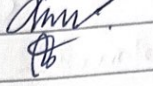
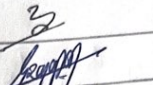
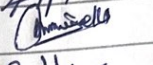

The meeting ends at 11.45 am


COO

Indira Gandhi Institute of Dental Sciences

MAINTENANCE COMMITTEE MEMBERS

1. Mr. DINESH KAMATH
2. Mr. FIAZ SHAMSUDDEEN
3. Mr. MANJU BABU
4. Mr. BIJESH . P.K.
5. Mr. RAJAN . P.M.
6. Mr. PAREETH . P.K.
7. Mrs. SMITHA.

Indira Gandhi Institute of Dental Sciences

Minutes of the meeting of the Maintenance Committee dated 03-11-2023.

A maintenance committee meeting was conducted in the chamber of Principal Room on 03-11-2023.

Meeting started at 11.00 am, COO IGIDS presided the meeting.

The main agenda was to assess the report for shortage of dental chairs, discussion regarding report received to Maintenance Committee chairman, L/H dental chair requirements, any long term pending maintenance after 5/10/2023, stock incharge updation, any other matter permitted by Maintenance Committee Chairman.

Dental Chair Requirements

- The following Departments raised complaints regarding shortage of dental chair and the decision has been taken as follows.
 - Department of OMFS -3 more dental chairs to be fitted and made functional.
 - Department of Conservative Dentistry -2 dental chairs need to be made functional.
 - Department of Periodontics -1 dental chair needed as per DCI criteria.
 - Department of OMR - 1 dental chair need to be made functional.
 - From the Department of pedodontics a chair transformer issue have been put forth and it is decided that it will be rectified by the technician within 1 month.

It is decided that within December 10th, all the dental chairs pending works will be completed.

If these works are beyond the limit of our technicians, it has been decided that other works will be allotted to other external agencies to complete the work.

Equipment shortage assessed in each department

- In Oral &Maxillofacial Surgery department complaint was raised regarding portable suction unit and is reported as irreparable by technician, hence new portable suction unit to be intended.
New water distillation unit to be intended.
2 BP apparatus need to be intended.
- In Conservative Dentistry department, the switch of bleaching unit was assessed and decided to be repaired by in house technician.
- In Orthodontics department, new curing light to be intended.

- In Periodontics department, new autoclave to be intended as per regulations of DCI. Also the already present autoclave was assessed to have some issues with the coil and decided to be rectified within 1 month.
- Light handle complaint assessed and decided to be corrected by in house technician.
- In Pedodontics department, Endomotor is decided to be checked by inhouse technician and replaced if required.
Pressure moulding unit is decided to be intended.
- In Public Health Dentistry department, Oral Scanning Software/Maintenance updation, it is decided that the proceeding has to be done.
- From each Department, stock incharge needs to be updated by T&NT Staff.
-

Vote of Thanks by Maintenance Committee Chairman

Meeting adjourned by 12.30 pm

Vice Principal Dr. Eldho T. Paul- also attended the meeting along with following Maintenance Committee members and staff.

nesh Kamath G , Chairman , Dept. of Conservative Dentistry

az Shemsudeen, Dept. of Oral & Maxillofacial surgery

anju Babu, Dept. of Periodontics

osana Muthu U.P , Dept. of Conservative Dentistry

ju George, Dept. of Oral Surgery

arsana Krishnan, Dept. of pedodontics

yas Karim, Dept. of periodontics

sline Merly James, Dept. of Public Health Dentistry

tin James, Dept. of Prosthodontics

gi Roy, Dept. of Oral Medicine & Radiology

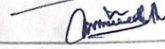
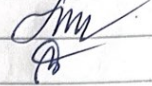
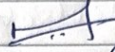
ob Joseph, Dept. of Orthodontics

ajan P. m

areeth P K

MAINTENANCE COMMITTEE MEMBERS,

1. Dr. DINESH KAMATH
2. Dr. FIAR SHAMSUDHEEN
3. Dr. MANJU BABU
4. Mr. BISESH P.K.
5. Mr. PARBETH P.K.
6. Mr. RAJAN P.M.
7. Mrs. SMITHA.



MAINTENANCE REPORT

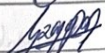
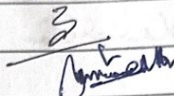
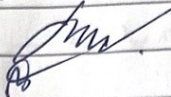
Maintenance committee meeting was held at LECTURE HALL 2 at 1:30 PM on 14-11-2023 (Monday). All committee members have attended the meeting. The maintenance work reported during the previous meeting were discussed and checked if it was rectified.

The ongoing issues were:

- Conservative: Airotor tube broken and leakage
- OMR: Light knob broken on chair 2 , TV not working , New TV issued
- Surgery: Micromotor complaint , Sterilizer not working
- Oral Pathology: Microscope is not working
- Prosthodontics: Three way syringe complaint
- Pedodontics: Chair no 18 head rest not stable
- Orthodontics : Autoclave not working , Plaster dispenser not working
- Periodontics: Scaler tip vibration low on chair no 2, Laser complaint

MAINTENANCE COMMITTEE REPORT

1. Dr. DINESH KAMATH
2. Dr. FIAZ SHAMSU DHEEN
3. Dr. MANJU DARU
4. Mr. BIJESH P.K.
5. Mr. PARBETH. P.K.
6. Mr. RAJAN P.M
7. Mrs. SMITHA.



MAINTENANCE COMMITTEE REPORT

Maintenance committee meeting was held at LECTURE HALL 2 at 1:00 PM on 06-05-2024 (Monday). All committee members have attended the meeting. The maintenance work reported during the previous meeting were discussed and checked if it was rectified.

The ongoing issues were:

- Conservative: Airtor tube complaint, Three way syringe complaint in chair no 31
- OMR: Dental chair replaced, X – Ray viewer complaint
- Oral Pathology: Microscope complaint
- Surgery: Spitoon water leakage in chair no 32
- Prosthodontics: Suction complaint in chair no 5, Airtor water leakage
- Pedodontics: Ultasonic cleaner damage
- Orthodontics: Hydrosolder unit not working, Airtor cartridge problem
- Prostho Preclinical: Roof leakage
- Library: Glass door complaint
- Periodontics: Scaler tip and Three way syringe damaged in chair no 5, Laser unit foot control complaint