

**Motiwala Education Welfare Trust's Nashik  
Motiwala Homoeopathic Medical College & Hospital,  
Nashik-422 012**

Tel.:+91-253-2351693, 2534819

Email-mhmc1@hotmail.com

Website: www.mhmc.org.in

DATE: 07/12/2020

Dr. F. F. Motiwala and Admin officer presided over the meeting

**MEMBERS ATTENDED:**

Sr. No.	Name of the Staff	Designation
1	Dr. F. F. Motiwala	Chairman
2	Mr. Azhar Sayyed	Member
3	Mr. Rajendra Khakale	Member
4	Mr. Laxman Gangurde	Member
5	Mr. Bhushan Sonawane	Member

The meeting read and approved the minutes of the previous meeting.

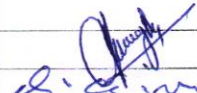


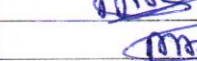
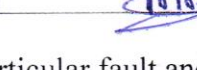
**AGENDA:**

Review of maintenance in all areas of the campus.

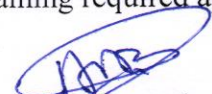
The Meeting reviewed the working of the maintenance department and resolved as follows;

1. Fault report and maintenance request of all areas have been taken up for discussion by reviewing the different fault report registers maintained for the purpose.
2. No maintenance delay has been reported in attending the maintenance request from all departments and hospital areas.
3. The following maintenance works repairs have been undertaken for the period of 1<sup>st</sup> December 2020 to 31<sup>st</sup> May 2021


**MAINTENANCE DETAILS 1<sup>st</sup> December 2020 to 31<sup>st</sup> May 2021**

Sr. No.	Details of works	Department	Remark
1	College Bus General Service	Vehicle	
2	Generator General Checkup	Electrical	
3	Administration office repair work	Administrative	
4	OPD repair work	Hospital	
5	Solar Maintenance work	Electrical	

The works have been completed by the persons appointed for the particular fault and after obtaining required approval from the Managing Trustee.

  
Mr. Azhar Sayyed  
Admin Officer



  
Dr. F. F. Motiwala  
Managing Trustee

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Motiwala Homoeopathic Medical College & Hospital,**

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Website: www.mhmc.org.in

DATE: 04/06/2020

Dr. F. F. Motiwala and Admin officer presided over the meeting

**MEMBERS ATTENDED:**

Sr. No.	Name of the Staff	Designation
1	Dr. F. F. Motiwala	Chairman
2	Mr. Azhar Sayyed	Member
3	Mr. Rajendra Khakale	Member
4	Mr. Laxman Gangurde	Member
5	Mr. Bhushan Sonawane	Member

The meeting read and approved the minutes of the previous meeting.





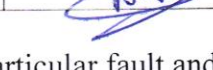
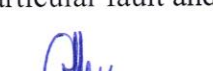

**AGENDA:**

Review of maintenance in all areas of the campus.

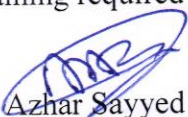
The Meeting reviewed the working of the maintenance department and resolved as follows;

1. Fault report and maintenance request of all areas have been taken up for discussion by reviewing the different fault report registers maintained for the purpose.
2. No maintenance delay has been reported in attending the maintenance request from all departments and hospital areas.
3. The following maintenance works repairs have been undertaken for the period of 1<sup>st</sup> June 2020 to 30<sup>st</sup> Nov 2020.

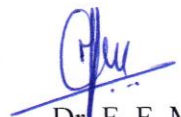
**MAINTENANCE DETAILS 1<sup>st</sup> June 2020 to 31<sup>st</sup> Nov 2020**

Sr. No.	Details of works	Department	Remark
1	P.G. Department repair work	Construction	
2	Maintenance of Lift		
3	Generator General Checkup	Electrical	
4	College Bus General Service	Vehicle	
5	IPD repair work	Hospital	
6	Garden Work	Garden	
7	Solar Maintenance work	Electrical	

The works have been completed by the persons appointed for the particular fault and after obtaining required approval from the Managing Trustee.

  
Mr. Azhar Sayyed  
Admin Officer



  
Dr. F. F. Motiwala  
Managing Trustee