



TRINITY COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE & Affiliated to JNTU Hyderabad)

PEDDAPALLY-505172, Dist. Peddapalli. (T.S)

Ph: 08728-224347, Fax: 08728-223959, Mobile No. 8522954369, E-mail: officetcek@gmail.com


MECHANISMS FOR MAINTENANCE

Mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college:

- All the matters concerning the maintenance of buildings and infrastructural facilities, the HOD's or the concerned in-charge will make a requisition to the Principal which will be forwarded to the Administrative Officer.
- The Administrative Officer, on receiving the requisition shall take permission from Chairman.
- After this, Administrative Officer will discuss this with the Principal and Director, take their approvals and attend to the work at the earliest possible time.
- Regarding furniture, a requisition shall be made to the Principal by the HODs/Incharge, it will be forwarded to Administrative Officer (A.O).
- A.O. will discuss this with Principal and Director and take necessary action.
- There is a separate Faculty in charge of the responsibility of overall electric works. Electrician is also appointed for campus.
- One site engineer is appointed for total maintenance work of institution and two plumbers are working under him.
- One gardener and team of workers are appointed to maintain greenery in campus.

Building Hygiene:

- External agency is appointed for cleaning and swabbing of all buildings to maintain building hygiene.
- Sweepers and a supervisor are allotted for a particular area. Every day the sweeper has to sign in the register to confirm that he/she has done the duty. The supervisor should attest the same.
- The institute has a gardener along with his team for maintenance of garden area with required equipments.
- Infrastructure is supervised twice in a week at central level. Equipment maintenance is taken care by individual department.
- Two plumbers are recruited for daily maintenance of plumbing work. Ghorpade
- Repairs and maintenance of civil works are done by external agencies whenever required after receiving intimations from individual departments. Calibration and other precision measures for the equipment/instruments:
- The department takes the initiative to calibrate the precision instruments for their optimum and assured performance, once in year.


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- Faculty members take master readings once in a semester to ensure proper working of the equipment. Upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)
- A separate faculty Incharge and electrician are given responsibility of overall electrical works.
- The Departments take steps to protect sensitive instruments from mechanical and electrical damages, so that they render optimum and assured performances.
- The lab Incharge along with the lab assistants keep surveillance over the smooth working of the sensitive equipment in their respective labs and get them repaired within or beyond budget allocations.
- All these instruments are protected from voltage fluctuations and power outages through the use of off-line and dedicated on-line UPS.
- The institute also has 150 KVA Diesel Generator set for campus area.
- Total UPS Power backup of 30 KVA is available for all the building.
- For drinking, institute provides purified drinking water to all Academic Blocks, Hostels and Canteen. Two plumbers are provided to maintain continuous and uninterrupted constant water supply.


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