



Indian Institute of Technology Bombay

Powai, Mumbai-400076, Maharashtra India



Maintenance Committee			
MoM	1	DATE	2nd Sep 2023
Venue	H5 Music room	Time	11 p.m.
Minutes reviewed by		Maintenance Committee	
Attendance			
Pratham Kapure		General Secretary, Hostel Affairs	
Rathin Asodariya		Institute Secretary, Hostel Affairs	
Shubham Rathod		Institute Secretary, Hostel Affairs	
Vikash Swami		Institute Secretary, Hostel Affairs	
Nishant Sharma		Institute Secretary, Hostel Affairs	
Pintu Kumar Behra		Maintenance Councillor, Hostel 4	
Deep Shah		Maintenance Councillor, Hostel 3	
Shubham Chobe		Maintenance Secretary, Hostel 13	
Dhrubajyoti Hazarika		Maintenance Councillor, Hostel 9	
Ayush Sahu		Maintenance Councillor, Hostel 5	
Surjeet Mehta		Maintenance Councillor, Hostel 2	
Mohammad Arbaz		Maintenance Councillor, Tansa House	
Allen		Maintenance Councillor, Tansa House	
Swetlana		Maintenance Councillor, Hostel 10	
Moneesha Prabhakar		Maintenance Councillor, Hostel 15	
Purva Jadhav		Maintenance Councillor, Hostel 15	
Sachin Bodke		Warden Nominee, Hostel 14	

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The Maintenance Committee met on 26 June 2023, to discuss the agendas as found below in the minutes of the meeting. The minutes of the meeting are assembled by the ISHAs.

Maintenance Councillors of Hostel 1, 6, 16, 17, 18 were not appointed till the date of the meeting and hence, were absent.

Some general topics discussed were:

1. The Institute Girls Nominee was added as a part of the Maintenance Committee.
2. HMC was planned to be conducted around the month of October.
3. There were proposals to include HMC in the SAC constitution at least once a semester.
4. Painting of hostel rooms was completed in the summer break.
5. The ISHA Verticals were introduced in the meeting.

Agenda 1: PHO

1. ISHA PHO suggested a committee.
2. Two registers to be kept on the security desk, one for room cleaning and the other for PHO complaints.
3. Decision was made to share the room cleaning sheet with the PHO Supervisors.
4. PHO workers would note the complaints while cleaning and report them to the respective Maintenance Councillor.
5. Preferred time of washrooms cleaning: mornings were adequate but in the evening, some washrooms were not cleaned properly.
6. Fungus Issues were reported in Hostel 15.
7. Incinerator napkins disposal orientation to PHO workers.



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Agenda 2: Bins

1. A follow up was given to existing and remaining hostels on their installation and proper labeling.

Agenda 3: Green Cup

1. Everyone is required to send mail regarding waste segregation.

Agenda 4: Hospital

1. A proposal was put forward for the installation of a 24x7 Medical Store.
 - a. Option 1: Make the existing hospital pharmacy 24x7.
 - b. Option 2: Provision of new pharmacy
 - c. Option 1 was preferred as per discussions between the members.
2. Everyone is required to send mail to the concerned authorities for kits.
3. Basic amenities that need to be present: Wheelchair & other assisting equipment.
4. General : Emergency services in all verticals (maintenance).

Agenda 5: EMD

1. Small jobs like installing a socket and small requirements have to go through a long procedure which can be done faster. So, there is a search for an easier and more efficient method.
2. According to EMD, there is an inventory shortage and hence, basic required items are not available.
3. An electrician should be assigned to each hostel for the basic work like tubelights, fans, sockets, etc.



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4. The tubelights in the staircase of the 2nd and 3rd floor of H15 are not working.
5. The extension number of EMD does not respond.
6. The Lifts are not working properly in H15 and buttons for different floors are not working.
7. There are no overloading signs in the lifts in Hostel 15.
8. The lifts in H12 and H13 have been replaced, but the ones in H14 haven't.
9. In some wings in H10 also, the lifts are not working
10. The Automatic water refilling system in water tanks is not working and the EMD refused to take charge in this issue. So, now the plumber has to do it manually which is really difficult, especially during night time.
11. Automatic water systems should be installed in all the hostels, especially in Hostel 5 as huge wastage of water occurs there.
12. . There are also issues in water tank filling.
13. The lighting in Hostel 5 flickers intermittently, possibly due to loose wiring, yet no action has been taken by the EMD.
14. Although a list of issues has been submitted, they remain unsolved and the committee still claims that all the work is done.
15. Wall fans in Tansa are not working and need repairing.
16. There is a need for the installation of fans in the study room of H5.

Agenda 6: Estate

1. Estate carpenter is required in Hostel 5. 3-4 months have passed since the last update was given on this matter.
2. Cycle Shed : Shed locations have been finalized from all the hostels and forwarded to ADean IPS who are now taking follow up steps.
3. PwD related issues in the infrastructure of the hostels need to be asked about to the students. These include wheelchairs, crutches, and walking sticks.



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4. There should be holding railings on the staircases for students (PwD).
5. The Security Cabins need to be made by the hostel itself.
6. The drains need cover in Hostel 9. The Maintenance Councillor of H9 will send a proposal to the concerned authority for the required execution.
7. Floor cleaning of the painting work and plaster work in H9 is pending. PHO cannot help in this matter.
8. The Maintenance Councillor of H9 will send a proposal to the concerned authority.
9. Some partition walls in H5 rooms are in pathetic conditions and require urgent repair (as they are falling, and one such wall harmed a student).

Agenda 7: Red Soil

1. The matter of Red Soil was proposed in the HGSC and is being worked upon.

Some more topics:

1. In H5, A wing, there is leakage from the 1st floor to the Ground floor along with major fungus issues.
2. Mess Gate needs renovation in Tansa House.
3. There is a leakage in the 7th floor domes in H12-13-14.
4. Fencing in Chaayos area to be installed, and the entry should be via the H5 gate only.
5. Fallen tree in H9 has not been collected yet, the same in H5.

Meeting Concluded.