

Academic Year 2022-23

**Committee for Infrastructure and equipment Maintenance,
Up- gradation and Condemnation**

S.No	Name	Designation	Department	Mobile No
1	Dr S Sreelatha	Chairperson	Dean	9440021304
2	Dr N Srinivasa Rao	Co Chairperson	Medical Superintendent	9440235092
3	Dr K N Sudha Ramana	Member Coordinator	Director, MRMCW& MRNH	9908390123
4	Dr P Sarguna	Member	Professor& HOD of Microbiology	98492 96124
5	Dr B Venkata Ramana	Member	Professor& HOD of Orthopaedics	9849200781
6	Dr H Anupama	Member	Professor& HOD of OBGY	9246885517
7	Dr A Vijaya Lakshmi	Member	Professor of Biochemistry	9949649549
8	Mr Prashanth	Member	Assistant Professor of Physiology	9293858687
9	Mr Ramana Reddy	Member	Maintenance I/C	9676947070
10	Mr Swami	Member	Biomedical Engineer	9703334322
11	Mr P Srinivas	Supporting staff	Accounts Section I/C	9100921737
12	Mr P Surya Prakash	Supporting staff	PA to Dean	8985260131



Sreelatha
(Dr S Sreelatha)
DEAN

Principal / Dean
Malla Reddy Medical College for Women

Policy :

- To do situation analysis of present state of the infrastructure of the institute
- To assess the structural strength of the infrastructural facilities and need for repairs and maintenance
- To suggest upgrading of the infrastructural facilities as per the recognising councils of the central government
- To get the condemnation lists prepared by all the departments by March of every year
- To consolidate budgetary proposals made by all the departments towards infrastructural development, changes and repairs

Procedure

- Every six months committee organizes meeting of all department Heads to finalize lists for infrastructural needs of each department
- Every year by March the condemnation lists of all departments are prepared
- The financial need for infrastructure changes and upgradation are prepared and submitted to the dean
- Tenders are called for condemnation of articles and audit reports are prepared and submitted

Practice

- All the planned agendas are implemented and the procedures described followed

Accountability

- The committee is accountable to conduct required numbers of meetings, maintain notification, conduct meeting, record minutes, send copy for information to the concerned Associate Deans and Chairman-IQAC
- Plan and schedule activities for the financial year, submit the budget and resources needs to the concerned Associate Deans and Chairman-IQAC
- Submit annual calendar of events of the committee to the concerned Associate Deans and Chairman-IQAC
- All the planned activities / events to be reflected in institutional annual calendar of events
- Strictly adhere to the schedule and implement the events as planned if not conducted shall explain the justifiable reasons to the Associate Deans



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Guidelines

The Committee meets once in 6 months

To discuss and formulate regarding the infra structural requirements of all the departments in the college, hostels and hospital.

To discuss the condemnation lists as prepared by the committee
The Committee conducts meetings with the HOD's and the Dean in this regard.

The Committee meets periodically to discuss and resolve any issues regarding infrastructure and condemnation.

The Committee proposes and suggests necessary changes to be taken up regarding infrastructure.

Key Result Area

Building, maintaining and operating the essential physical structures that deliver water and sanitation services is the essential start of providing good, safe, services

Productivity of any institute depends on the infra-structure its maintenance and regular condemnation of equipment which is non functional

Outcomes and corrective action in the form of selective strengthening of the infrastructure for various facilities made with the constructive feedbacks from the stake holders.

Suitable corrective and remedial measures taken periodically based on these feedback and survey reports to improve the facilities of the institution.



S. S. Srinivas

Principal / Dean
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