



Estd : 2008

**METHODIST**

**COLLEGE OF ENGINEERING & TECHNOLOGY**

**Accredited by NAAC with A+ and NBA**

**Affiliated to Osmania University & Approved by AICTE**



**NBA**  
NATIONAL BOARD  
OF ACCREDITATION

## **INFRASTRUCTURE MAINTENANCE POLICY**

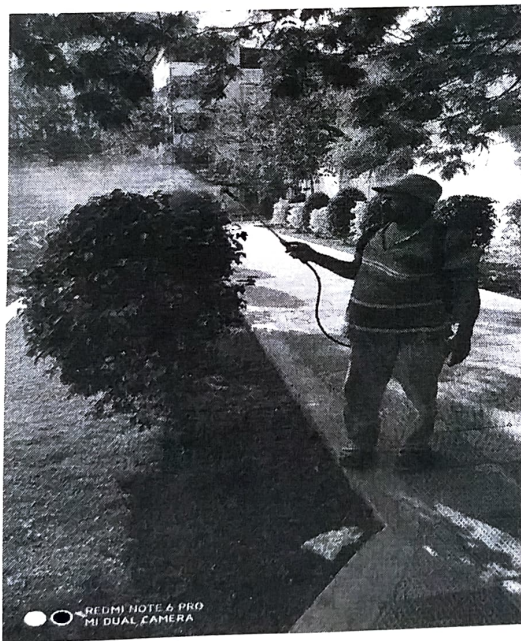
## **Introduction**

The Methodist College of Engineering and Technology operates as an extensive infrastructure to deliver its teaching, learning, extra-curricular and research activities. The Institute has an established system for maintenance and utilization of computers, classrooms, equipment and laboratories. This document provides an outline on the allocation of responsibilities to ensure effective use and maintenance of existing infrastructure facilities.

### **1. Maintenance of Physical Facilities**

The physical facilities are maintained by the Care taker under the supervision of Administrative Officer. The services of dedicated plumber, electrician, and System admin are available round the clock in the campus. Electrician is responsible for the uninterrupted power supply and maintenance of equipment like generator sets, general lighting, power distribution system etc. Maintenance of campus upkeep and cleanliness is the responsibility of the support staff exclusively appointed for this.

The care taker periodically monitor the maintenance and cleanliness of the buildings, classrooms, labs, furniture, campus ground, sports facilities, staff rooms, students amenity areas, and cafeteria. The gardener takes care of the plantation and lawns.

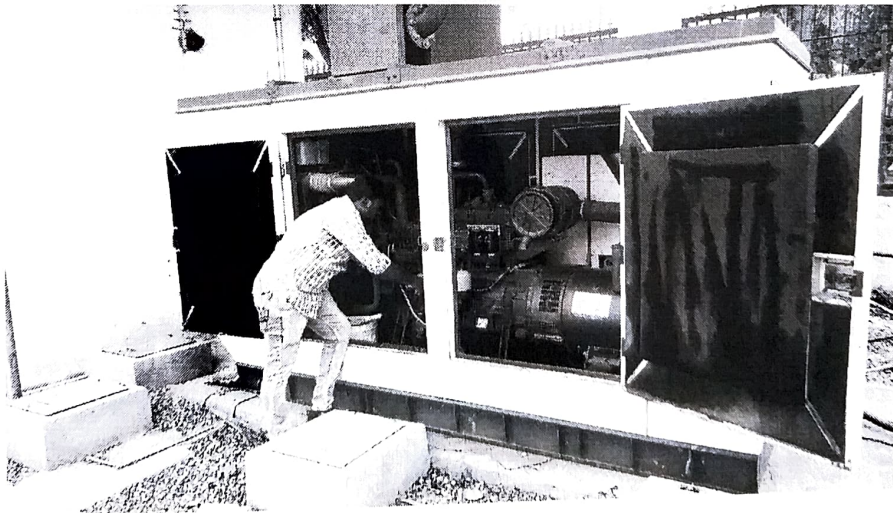
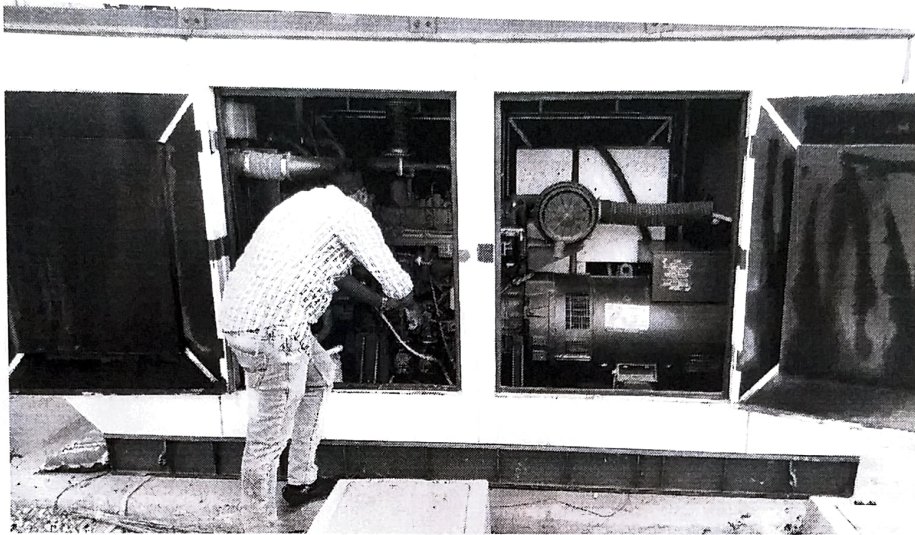


  
Faculty In-charge



  
Criterion In-charge





  
Faculty In-charge

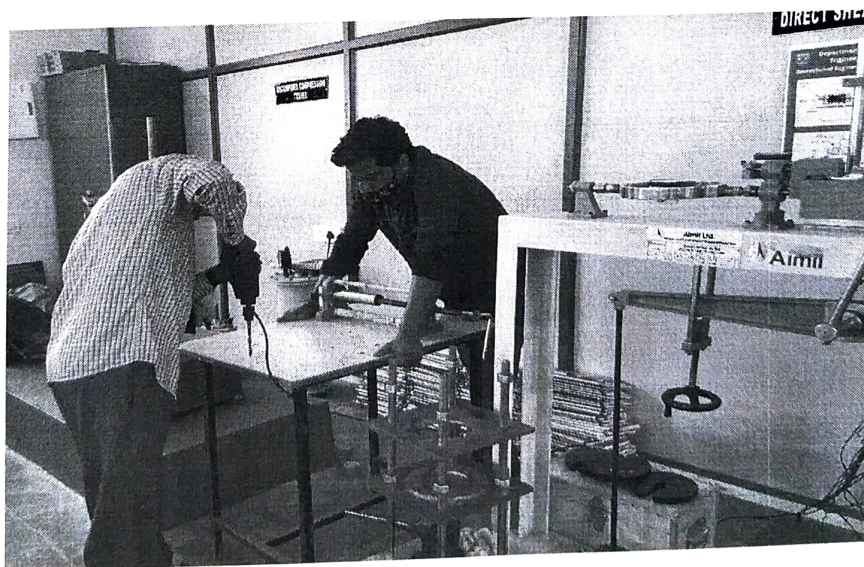


  
Criterion In-charge



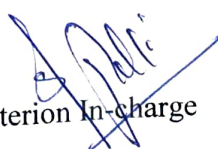
## 2. Maintenance of Classrooms, Furniture and Laboratories

Classrooms with furniture, teaching aids and laboratories are maintained by the respective department staff and attendants and supervised by the respective Head of the Department. The laboratory assistants take care of their respective laboratories. The Heads of Departments report to the administration periodically for all the maintenance works. Minor repairs are registered in the office and are attended on priority basis. The Staff of respective department monitor effective utilization of the laboratories. Students optimally utilize all classrooms during the daylong working hours and are also mentored to upkeep the furniture.



  
Faculty In-charge



  
Criterion In-charge



### 3. Maintenance and Utilisation of Library and Library Resources

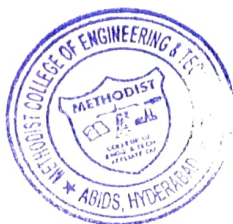
The library staff members are responsible for the maintenance of the text books, journals and other learning resources available in the Library. The following steps are taken.

- Proper maintenance of Accession registers and issue register.
- Log book to be properly maintained
- Latest copies of the journals/periodicals to be displayed
- Bound volumes are not to be sorted out from their fore edges, as this process weakens the binding.
- Shelves should not be fully packed. Huge volumes need to be kept flat.
- The systems in the digital library should be cleaned every day and maintained properly.
- Dusting of shelves and books should be taken up every day by the Library support staff.
- Proper pest management is to be done to minimize the problems caused by insects.

Repellants to be used to save materials from Rats.



  
Faculty In-charge



  
Criterion In-charge

#### 4. Maintenance of Lab Equipment

One faculty member is made the in-charge of each laboratory in all the departments. The lab assistants / technicians in the respective labs and other service personnel are given responsibility to maintain the equipment under their purview. Stock registers are maintained by the respective laboratories. A register to report the service/repairs of instruments in the labs is maintained. Breakages and repairs, if any, are reported to the Head of Department or the faculty-in- charge by the lab assistant and suitable measures are taken for speedy repairs of the equipment.

All major repairs are identified by the concerned Heads of the departments and external expertise sought for maintenance of equipment wherever necessary with the permission of the Principal. Maintenance contract (AMC) is sustained for maintenance of high end equipment and high end servers, LCD projectors and computers.







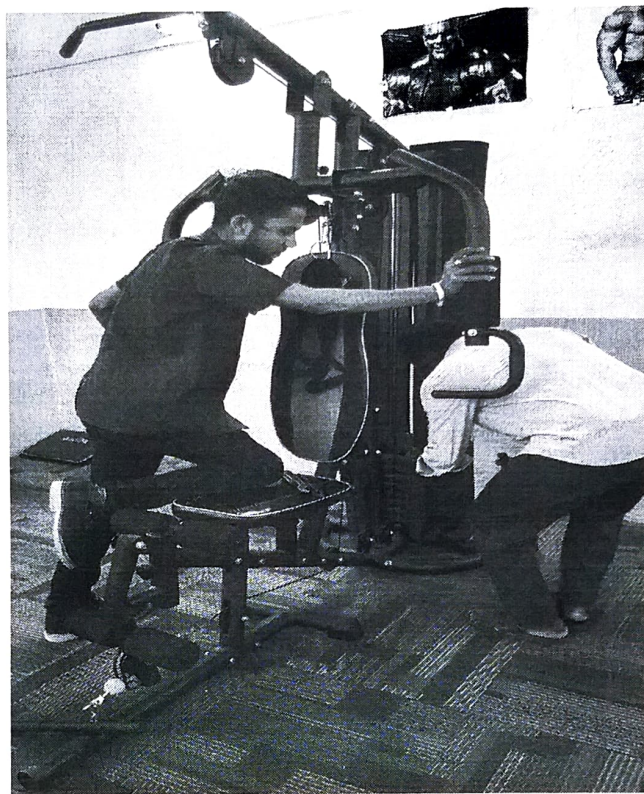
  
Faculty In-charge



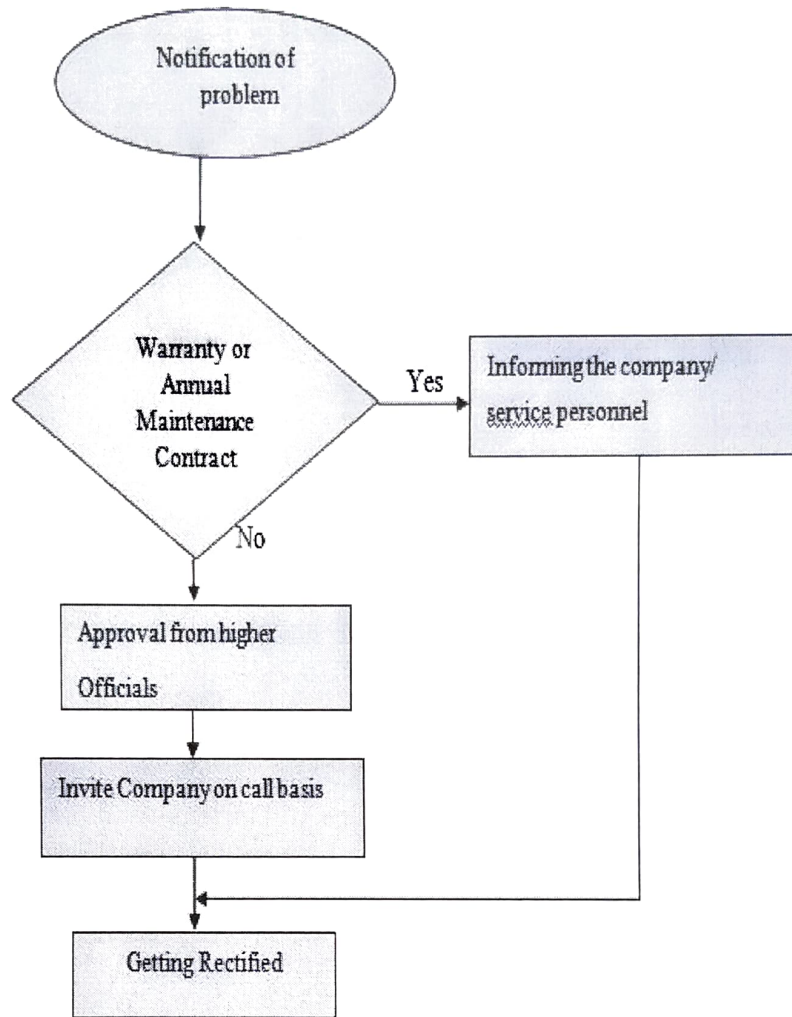
  
Criterion In-charge

## 5. Maintenance of Sports and Games Facility

The sports equipment, fitness equipment, ground and various courts are supervised and maintained by the Physical Director and the Sports Committee. Expensive equipments in the fitness lab are maintained through Annual Maintenance Contract. Ground level maintenance is done annually during vacation. Seasonal maintenance of all equipments and ground are carried out regularly by the Physical Director with the help of support staff.







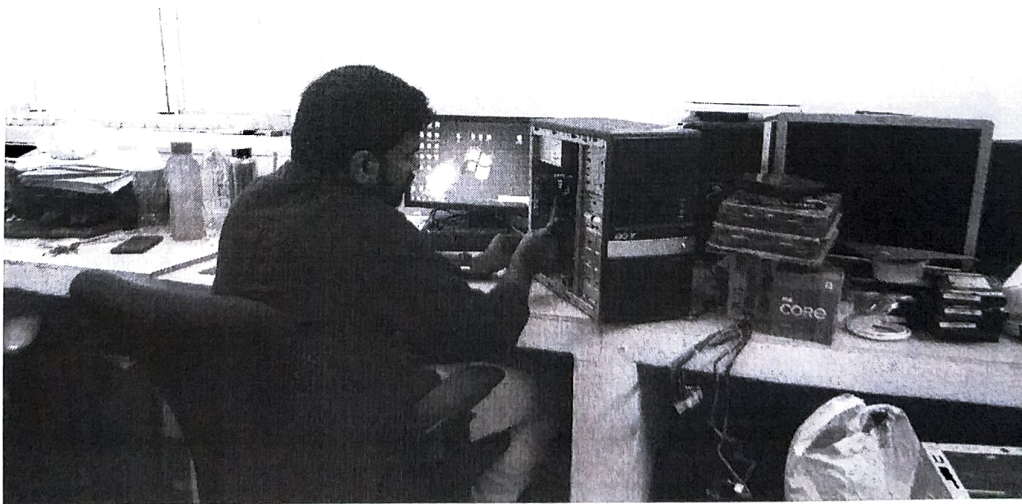
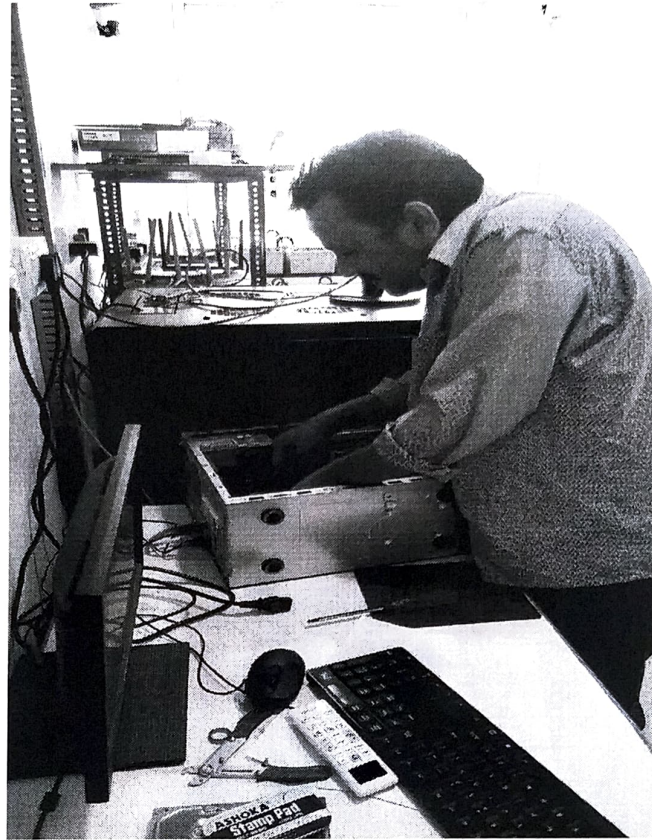
  
Faculty In-charge



  
Criterion In-charge

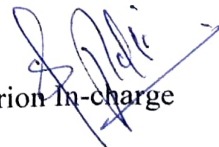
## 6. Replacement of Equipment/ Electronics/Computers.

The maintenance comprises of the actions that are carried out to replace worn out assets. The outdated electronics /computers are put on buy back as per norms and new items are procured. The unwanted e-waste is disposed of through MOU with an outside organization.



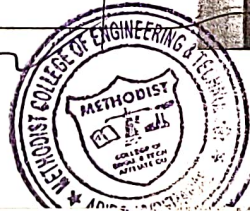
  
Faculty In-charge



  
Criterion In-charge



date	q/no	p/no	s/no	ELECTRICAL Material	Qty	Brand	Block	From	Amount	AO/4r sing
19/07/23		IE	1	10A 1 way switches	350	GM-4-5	1 Bnd	1 to 6	8008.80	7
	2023		2	6A SPAN SCREW	100	"	"	11000	8136.80	
	24/05/23		3	Fan Regulator	50	"	"	"	12796.50	
			4	INDICATOR	05	"	"	"	360.15	
			5	A-HOLDER	30	GM	"	"	762.60	
			6	B- " "	30	"	"	"	762.60	
			7	CETININ ROSE	60	"	"	"	1576.20	
			8	16AM SOCKET	10	"	"	"	1508.50	
			9	16AM 1 way switch	10	"	"	"	4042.40	
			10	24 W LED TUBELIGHT	50	SYKA	"	"	10169.50	
			11	0.5 W LED BULBS	60	"	"	"	1627.20	
			12	15 W " "	25	"	"	"	3813.50	
			13	6-32 SP MCB 1Pole	70	legrand	"	"	8304.80	
			14	6-32 AMPS 3P MCB	66	"	"	"	4332.18	
			15	6-32 AMPS 2P "	62	"	"	"	3144.05	
			16	1700MM HT-SPEED C/FAN	15	"	"	"	87966.15	
			17	1.05MM 18MM CABLE	06	Finolex	"	"	9930.48	
			18	1.05MM 90MTS "	03	"	"	"	8923.77	
			19	2.55MM 180MTS "	04	"	"	"	15555.92	
			20	25 MM FLEXIBLE PIPE	1 MET	"	"	"	118.64	
			21	25 MM NAIL CLIPS	1 PUS	"	"	"	118.64	
			22	12 MODULE PLATE	15	GM-4-5	"	"	7739.60	
			23	12 MODULE SURFACE BOX	03	"	"	"	177.96	
			24	6 " PLATE	05	"	"	"	565.35	
			25	8 " " "	05	"	"	"	783.90	
			26	2.5 MFD OIL CAPACITOR	20	"	"	"	711.90	
			27	STATOR 60W	20	"	"	"	152.60	
			28	36 WATT FTL TUBE ROLL	10	"	"	"	381.40	
			29	7 MTR PVC TAPE	30	"	"	"	254.10	
			30	300x3.3 CABLE TIE	3 PUS	"	"	"	406.77	
			31	8x35 FIXWEL PLUGS (wood)	10 PUS	"	"	"	21.90	
			32							



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*Noac  
criteria IV*



date	U/O	B/O	S/O	Electrical material	qty
11/7/23			32.	3.5" x 50 DR WALL SCREW	1 Box
			33	3.5" x 38 " "	1 Box
			34	3.5" x 25 " "	1 Box
			35	3.5" x 19 " "	1 Box
			36	BLANK Plate	40 nos
			37	10x10 HYLAM SHEET	4 nos
			38	8x10 " "	2 nos
			39	50 W LED STREET LIGHT	4 nos
			40	ROUND SHEET	60 nos
				INDEX ELECTRICALS	
				Guptha " "	
				Abid's, HYD-36	

date  
11/7/23

date  
11/7/23

1 LET Oil stater 440V 3Phs 2

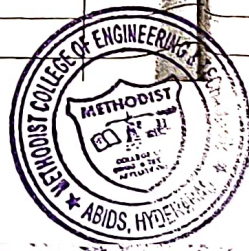
SOUTH india Electrical Athens  
Sambalpur - HYD

1 Drill Bit 6mm 3

2 screw Bit 2

3 Sheet hole 50mm 1

Jabson Traders  
Trop Bazar - HYD



Brand	Model	Atom	amt	As/sir sing
Regular	"	"	186.44	
"	"	"	161.02	
"	"	"	181.44	
"	"	"	197.92	
"	"	"	508.40	
"	"	"	232.28	
"	"	"	76.28	
"	"	"	5728.80	
"	"	"	508.20	
			1,40,152.2	
		CONST	12,613.73	
		SURST	12,613.73	
		R/OFF	(0.25)	
		T.A.Mount	1,65,380.8	
LET	Box	Ground	4900	
		4900		
			4900	
	"	"	195	
	"	"	100	
	"	"	140	
			435	

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date	q/no	f/no	Electrical Material	Qty
26/7/2013	-	-	1 SWATCH Doors Cutting (10x12=2) (8x10=1)	3
<del>HOSTAL</del>			(zeenath furniture shop)	

26/07/2013	-	-	1 Ceiling Fan cap	20
		2	" " CLAMP	20
		3	" Down Rod	20
		4	Tubelight clips	20
		5	6Ams Switches	40
		6	6Ams Sockets	20
		7	Ceiling Fan Regulators	10
		8	White Wire Loco	1
<del>HOSTAL</del>			{ Model spare parts } Troop Bazar	

07/08/2013	-	4100	1 Diesel	35 Ltr
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07/08/2013	26	1	1 Ignition Jet	1
		2	Stop button	1
		3	Service Charges	1

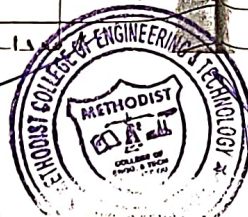
NAVANEETHA DIESEL SERVICE

Brand	Block	From	Amount	Ad/sir sign
"	1 Building	1st and 2nd Floor	538	} 8
M. Koundur		Big room 10018	538	

Regular	1 Building	1st and 2nd Floor	600.80	} 8
"	"	"	560.80	
"	"	"	700.80	
"	"	"	200.80	
"	"	"	720.80	
"	"	"	680.80	
"	"	"	1750.80	
"	"	"	1220.80	
M. Koundur		T. Amal	6430.80	

Shared	Maintainance	breakdown	3423	} 8
M. Koundur			3423	

"	"	"	485.80	} 8
"	"	"	285.80	
"	"	"	750.80	
M. Koundur	T. Amal		1520	

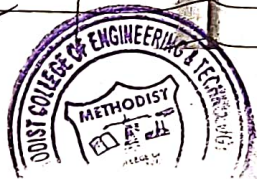








12										13									
date	q/10	q/10	q/10	electrical Material	Qty	Brand	Block	From	Amount	AO/sir sig									
08/08/23	—	ES/2023-24 03148	①	XP 1000 AIF3DH14659	1	EXIDE	main Bldg	Generator	8167.06	→ 8									
Generator part P3				EX SELLS H. Masoodhassan - Hyd 970136660				Const	1142.97										
								subst	1142.97										
						M. Kound		T. Amt	10450.00										
08/08/23	—	382	①	Terminal Battery	2	BRAGG	"	"	300.00	→ 8									
				MORE POWERS, Hyd 9700800746		M. Kound			300										
09/08/23	—	—	1	COPER LOGUS 35E	10	COPEX	"	"	340	→ 8									
						M. Kound			340										
										date: 10/08/2023									
										T. Amount: 2406.22									
12/08/23	—	123	①	Earthing compound	12	SERRA	main bldg			→ 8									
				2 COPPER Earthing sheet	6	"	"		3840.00										
				3 COPPER Wire	9148	"	Generator ①		19200.00	→ 8									
Generator part P3				4 Brass rod bolt	15	"	Lift Building ①		8530.00										
				SUNYA POWER CONTROL					600.00										
				9010318166					32190.00										
				7893949288					2879.00										
				9000000000					2879.00										







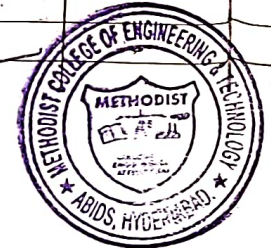






date	13/11/20	B. NO	S. NO	Material	Qty	Brand	Block	From	Am't	Also say
01/03/2023	SO	2022/23/07313		XP 1500 Exide Battery	1	Exide	B-Block	Guest	11718.75	
				1.50 AM				CAST	1640.63	
				Ex. SELL				SGST	1640.63	
				Himavathuagar				A/F	620.01	
				Ph-no 9701136660		M. Koush		T.A. &	15000.00	5
03/03/2023	32	-	1	2 Pole 63 Am's MCB	01	Legend	B-Block	Contract	1215.00	
								Jen's Home		
						M. Koush		Paras	1215.00	
08/03/2023	34	1959	1	6A 1 way switch	20	Maxu	All blocks	hubs	194.91	
			2	6A 3 pin socket	30	Maxu	"	"	524.57	
				All hubs				CAST	719.48	
				Sab Marketing				SGST	64.75	
						M. Koush		T.A. &	64.75	
									849.00	
08/03/2023	35	22259	1	2 Pole 63 Am's MCB	3	Legend	All blocks	hubs	2430.00	
			2	2 Pole 63 Am's Isolators	2	"	"	"	797.00	
								CAST	240.00	
								SGST	240.00	
								A/F	0.34	
								T.A. &	3808.00	

Sab Marketing



M. Koush





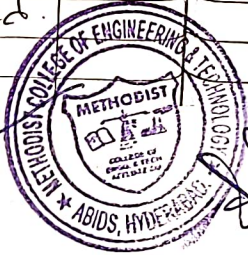


7 Tabul.

Sent me this thing

Office Room  
A - 107  
Tables  
Pipes  
Drainage  
Junction

39 BBS 20 T RADE BS  
Tyrod Bizar. H42

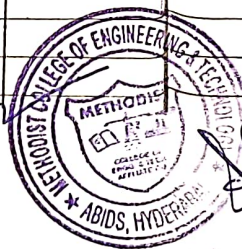








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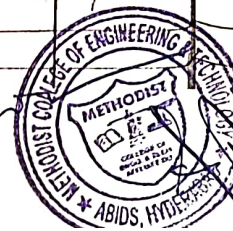
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048

date	Q/MO	E/MO	S/MO	ELECTRICAL MATERIAL	Qty.	Brand	From	to/stock	Amount	AO/sigs
01/08/23	-	665	1	stream's	2	-	office room	A-BLOCK	300	Office room
A-BLOCK			2	1000 whd bulb	2	-	cinema room		160	
A-107			3	500 whd bulb	2	-	A-107		100	
Cinema									560	8
19/08/2023	116	IE/2023 24/07/23	1	6.058MM WPTC WIRE/50V/2	1	Sudha/KD	Ground		2330.50	
			2	6 MODULE SURGE ARRESTOR	12	unhas	labour room	6x0.002	711.84	
			3	6 MODULE PLATE	12	"	10 nos	"	1352.52	
			4	6 ALLOY SWITCH	25	"	POSTAL	"	571.00	Ground
			5	6 ASPIN SOCKET	15	"	Stamps College	"	1220.40	In labour
			6	24 WHEED BATTERY TUBES	15	"	labour	"	3050.85	
			7	1.0 SPAN 90MM X 2.0	1	"	POSTAL	"	593.22	
			8	40A TO 63A 2 POLE MCB	2	"	"	"	1571.18	
			9	40A TO 63A 4 POLE MCB	1	"	"	"	1549.15	
			10	300X5.3MM CABLE TIE	2 nos	"	"	"	169.50	
			11	300MM VENTIL AIR EXHAUST	1	CRONITON	Director's office	A-BLOCK	1059.32	
			12	Room Suits	50	GM	Hostal	POSTAL	423.50	
				TROOP ELECTRICALS					14,603.92	
				TROOP BAZAR						
				HYD - Telangana - 500001						

Ground labour  
Room's 10 nos  
Stamps College  
new F Block  
POSTAL





date	g/no	15/no	1/no	Electrical Method	Qty	Brand	From	Usage	T. Amt	AO/sig	sig
21/8/23	119	SE/2023-24 0772	1	8 MODULE PLATE	60	GM-45	HP, MC, hub	C-BLOCK	9.406.80		
			2	8 " SURFACE BOX	60	"	BOSS/STAN'S	"	6.610.20		
			3	6A 1way Switch	120	"	ECE	"	2.745.60		
			4	6A 5 PIN SOCKET	180	"	C-008-0097	"	44.644.80		
			5	1.03MM 90MM WIRE	9	Fivox	Repless	"	8.771.22		
			6	2.53MM 90MM WIRE	4	"	Swatch	"	9.539.80		
			7	10A TOGSA 2 Pole MCB	2	"	Bood's	"	15.71.18		
			8	25MM CASING PART	30	Modi	"	"	1598.30		
									54.687.10		
									7.721.84		
									4.721.84		
									0.12		
									64.531.80		
21/8/23	120	FE 2023-24 0773	1	25MM FLEXIBLE PIPE	2	Regular	Civil	C-BLOCK	423.98		
			2	8 MODULE PLATE	30	GM-45	Repless hub	C-000	4.703.40		
			3	8 " SURFACE BOX	30	"	Swatch	"	3305.10		
			4	6A 1way Switch	60	"	Bood's Repless	"	1372.80		
			5	6A 5 PIN SOCKET	90	"	Disipig	"	7322.40		
			6	1.03MM 90MM WIRE	6	Fivox	"	"	5847.48		
			7	2.53MM 90MM WIRE	10	"	"	"	23.847.58		
			8	40MM CASING	20	Modi	"	"	1525.40		
			9	60MM " "	20	"	"	"	2237.20		
			10	6-32 SP MCB BOX 1 Pole	10	Letras	"	"	1186.40		
			11	40A TOGSA 2 Pole MCB	1	"	"	"	785.59		
			12	12W SPN P/DOOR MCB BOX	1	"	"	"	1472.88		
			13	300X3.3MM CABLE TIE	300	Regular	"	"	305.07		
			14	Blank plates 6mm	30	GM-45	"	"	457.50		
			15	50x50 CASING	20	"	"	"	4661.80		
			16	7 MTR PVC TAPE	20	"	"	"	119.40		
									59.622.84		
									5366.88		





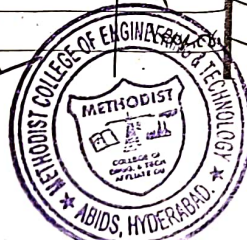
date	Q110	R/10	Q110	Electrical Material	Q110	Brand	From	Block	Amount	AO/sir
28/8/2023	123	IE/2023-24	08230	1 8 MODULE PLATE	30	GM-45	DSP-Lab	C-Block	4703.40	
				2 8 MODULE SURFACE Box	30	"	E-C-E	"	3305.10	
				3 10A 1 way Switches	60	"	"	"	1372.80	
				4 6A 5 Pin Sockets	90	"	Repetitive	"	373.22.40	
				5 1.05mm 90MTR'S Wires	6	Finlex	"	"	5847.48	
				6 2.5sqmm 90MTR'S Wires	10	"	Good	"	23842.50	
				7 40MM CASTER	30	Modi	"	"	2288.10	
				8 60MM CASTER	20	"	"	"	2232.20	
				9 40A TO 63A 2 pole MCB	1	Leiland	"	"	785.54	
				10 25MM FLEXIBLE PIPE	18	Regula	"	"	152.54	
				11 7 MTR P.V.C TAPE	100	"	"	"	119.40	
				12 3.5x19 screws - Box	1 B	Gold	"	"	169.49	
				13 3.5x12 " "	1 B	"	"	"	186.44	
				14 3.5x32 " "	1 B	"	"	"	194.42	
				15 3.5x38 " "	1 B	"	"	"	199.97	
				16 3.5x50 " "	1 B	"	"	"	186.44	
									52946.27	
				C-Block				C95T	4.76522	
				ECE - DSP Lab				S95T	4.76522	
				Pool 30 systems				R/F	(-) 0.21	
				Sw 4h boots				Tand	62.442.80	
				Replacement						
30/02/23	125	IE/2023-24	24/08/24	300M CABLE TIE	8 nos	Regular	hals		1084.72	
							pool 30	C-Block	97.62	
								C95T	97.62	
								S95T	97.62	
								R/F	0.04	
								Tand	1080.100	




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date	Qty	Size	Spec	Electrical Material	Qty	Brand	From	Block	Amount	Ad/sizing
24/01/2013	124	24/01/2013	1	8 MODULE PLATE	20	GM-4-5	C-008	C-BLOCK	3135.60	
			2	8 MODULE SURFACE BOX	20	"	self asl	"	2263.40	
			3	10A 1 way Switch	40	"	hub-ELE	"	915.20	
			4	6A 5 Pin Socket	60	"	MP-MC	"	4881.60	
			5	1.0 SQMM 90 MTRS. WIRE	9	Finolex	hub's	"	8771.12	
			6	2.5 SQMM 70 MTRS	6	"	"	"	14302.50	
			7	40A TO 63Amps 2 Pole	10	Leand	perished	"	1571.18	
			8	6-32 SP MCB DX	10	"	Boots	"	1186.40	
			9	85MM CABINETS	15	"	"	"	649.15	
			10	25MM LED STREET LIGHT	2	"	"	"	1379.66	
			11	9 WLED BOLD	5	"	"	"	339.80	
			12	10MM / 20MM FLEXIBLE PR	1.57	"	"	"	303.37	
									39,994.31	
				UNDER ELECTRICALS					3,577.50	
				TOOK BAZON					3,577.50	
									5,110.30	
									47,143.00	
137		24/01/2013	1	6 MODULE SURFACE BOX	50	GM-4-5	C-108	C-BLOCK	29,66.85	
			2	6 " " " " " " " " " "	60	"	Boots	"	6,762.60	
			3	10A 1 way Switch	100	"	Electronic	"	13,660.80	
			4	6A 5 Pin Socket	100	"	hub	"	15,019.60	
			5	1.0 SQMM 90 MTRS cable	3	Finolex	perished	"	2,292.74	
			6	2.5 SQMM 90 MTRS cable	3	"	switch	"	7,154.25	
			7	15 WLED BOLD	10	Crownch	Boots	"	15,35.90	
			8	24 LED TWILIGHT	20	"	old Max	"	4,067.80	
			9	8 M PLATE	10	JM	switch	"	15,698.80	
			10	8 M SWITCH BOX	10	"	Boots	"	11,01.70	
			11	7 MTR PVC TAPE	20	"	"	"	1,09.40	
			12	7 MM NAIL CLIPS	1	Regulator	"	"	25.42	
			13	12 MM " " "		"	"	"	69.80	
			14	1.0 X 3 CORE CABLE		Finolex	Regulator	"	3,758.80	
									2,283	





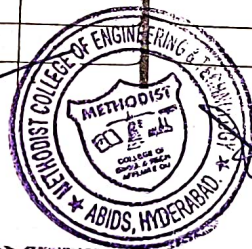


METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY  
ABIDS HYDRABAD



058

date	M <sub>20</sub>	E <sub>20</sub>	S <sub>10</sub>	Electrical Material	Qty	Brand	Room	Block	Amount	AO/six-sing
25/09/23	110	5E/2023 24/01/23	1	400x4.8 MM CABLE TEE	6 AW	Sis	CSE	E-BLOCK	1118.64	
							409		100.68	
							hub		100.68	
							M. Kondur		1320.80	
26/09/23	141		1	Skewer drill	3		CSE - E-409			
			2	Wood. knife (H)	2		hub pin	E-BLOCK	300	
			3	Tag box	2				200	
			4	Blade	1		"	"	100	
			5	Skid driver	1				40	
			6	"	1				100	
				TRADERS	1				150	
							M. Kondur		890	
26/09/23	142	524	1	Generator Battery charger			Generator	B-BLOCK	4.500	
				10 Amp	1		pin			
				MORE POWER			M. Kondur		4.500	
30/09/2023	145	5E/2023 24/01/23	1	8 MODULE SURFACE BOX	15	GCM	Projector	A/B/C/D/E	1432.21	
			2	8 MODULE PLATE	15	9-5	Projector	Block	2038.11	
			3	10A 1WAY Switch	20	"	new 12 nos		457.60	
			4	6axis 5 PIN socket	10	"			3254.40	
			5	1.08mm 9amp cable	9	"			8771.22	
			6	38mm CABLE TIE	3 PJ	Finney			406.77	
			7	38mm Casing	45 nos	MOD			1080.45	
									17440.39	
									1569.62	



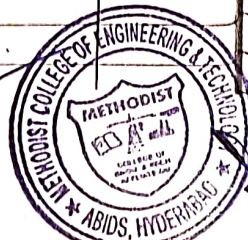


date	Q no	B no	S no	DESCRIPTION	Q no
05/10/23	149	—	1	1st SPIND	2
			2	DRILL bits	6
				sub board wired w/ w/	
				POORP	
07/10/2022	153	BSS 3849	1	GBH 2-26 DRE PORTABLE HAMMER (231028374)	1
			2	GBHS 12-125-1100E DRILL UNDER	1
				TOOL SETS PAINIGUNI, Secunderabad - 03 9076948484/9019533128	
18/10/2023	159	GRIN 8619	1	Alkusa Pro Power Amplifier VBH 5000P (85184000)	1
				The General Musical Model MS. Hacked, HYD.	
08/11/2023	186	SE/2023-24/ DR 30	1	General Construction Pad	20

Projector  
VSA  
MS

Index Electricals

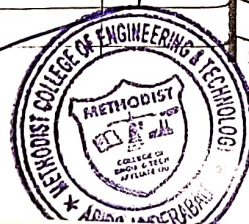
Brng	From	Block	Amount	No/sir
—	Projector	A.C.R.E	200	
—	Projector	—	540	
	M. K. K. K.		740	
BOSH	Electrical	B-Block	11,440.68	
"	Projector		5,338.08	
			16,779.66	
		CUST	1510.17	
		SUST	1510.17	
		T. And	19,800.80	
Alkusa	Collector	All Blocks	18,995.75	
	Projector		1,709.62	
		CUST	1,709.62	
		ST	1,709.62	
		T. And	22,415.80	
MODI	A.C.R.E. Block	A.C.R.E	1440.60	
	Projector			
		CUST	129.65	
		SUST	129.65	
			0.10	
			1700/-	





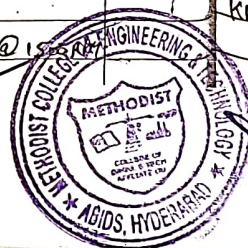
062

date	Sl. No.	Q. No.	Q. No.	Electrical Material	Q. No.	Brand	Specs	Brand	Amount	Qty
24/01/24	232	1358	1	Diode	1000's	BPCL	Generator	B-Block	9782.00	
							B-Block			
							M. Koushal	T.A. 1	9782.00	
24/01/24	233	541	1	Diode	8	EXTIDE	Al-B-Block		8400	
			2	Solar charging	8		Mech - P.D	→ 1	800	
							Al-B-Block	→ 1		
							Dhavalan Madan	→ 1		
							Saxena Room A-Block			
							CSE MOD Room	→ 1		
							T.A. 1		9,200	
							M. Koushal			
30/01/2024	237	12/1025	1	28A 1M 100V switch	5	GM-45	Sheet	A-Block	614.80	
		2024/01/30	2	16mm socket	5	"	A-Block	"	790.67	
			3	25mm x 1.5mm P.V.C Pipes	15	Subular	Back Sid	"	864.40	
			4	7.05mm 90M's wires	3	Fluores	stor room	"	3091.52	
			5	300 3.3M 1/2" wire	1	Reinfor	"	"	101.67	
									5,462.68	
									491.65	
									491.65	
									0.02	
									6,446.00	
01/02/2024	-	91	1	Supply of 250A's switch and wiring		ME	250A's	C & E-BLK	25000.00	
						CS HPL	250A's	C & E-BLK	2250.00	
									2250.00	



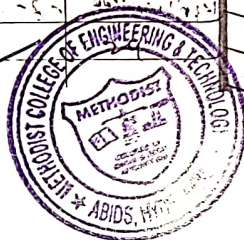


Date	QTY	S	R/O	Electrical Model	DR	Boiling	- Iron	Block	Amount	AO/Six Sigs
09/02/24	246	129	1	Generator parts Earthling work	1	(C/E)	New Generator Parts	C-E Block	1,20,360.89	
				MAHALAKSHMI ENGINEERING WORKS 9848660346, 9133666346						
							Handed	Tied	1,20,360.00	
12/02/24	247	4295	1	Diesel (First) time	100 Hrs	BCL	Generator parts	C-E-Block	9782	
							Handed		9782	
12/02/24	248	4291	1	Diesel	100 Hrs	BCL	Generator parts	C-E-Block	9782	
							Handed		9782	
15/2/24	253	1804	1	225 MM EXHAUST FAN INDEL ELECTRICALS Subra Power systems, Hyd 040-40061818 + 91-9030771818	1	Cramp-ton	Serv Shaws S-V Pools C-DOS	C-Block	1101.69	
							Handed		99.15 99.15 1300.00	
31/01/2024	SPS/ 2023-24 247	1	1	160 KVA / 128 KW KIRLOSAKAR/GREEN 3 Phase oil fed with engine Model 6K 1080 TA G2 BHP200 @ 1500 RPM		KIRLOSAKAR	C-E-Block	Cust Syst	10,15,000.00 91,350.8 91,350.00	





PER					UE					
date	15	20	25	Electrical Material	Qty	Brand	Model	From	Amount	Ac/six
06/04/24	288	-	1	Coolant water motor	2	M. Boudier	AL B	warehouse	400	82
								store staff	1	
15/04/24	287	147	1	Diesel	100 litres	BPCL	C-Block	Generator	400	82
									9564.5	
15/04/24	285	145	1	Diesel	100 litres	BPCL	C-Block	Generator	400	82
									9564	
									9564	82
									9564	
20/04/24	288	265	1	Diesel	100 litres	BPCL	C-Block	Generator	9564	82
		269	2	Diesel	100 litres				19128	
02/05/24	323	290	1	Diesel	100 litres	BP	C-Block	Generator	9564	82
			2	Diesel	1000 litres	BP	C-Block		9564	
									19128	82
									9564	
1/5/24	-	-	1	Blade	1			Electrical Room	100.00	82
			2	pump under	1			store staff	150.00	
									250	82
									1050	
21/5/24	300	-	1	DURACON	1				1050	82

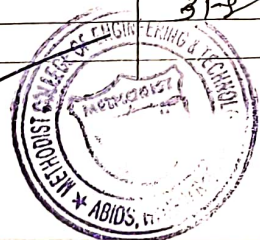




CEI

W5

note	Q1	Q2	Q3	Electrical Method	Qty	Brand	Block	Access	Amount	AO/sir sig
S/S/24	301	384	(1)	Diesel	1000 lbs	REEL	C-Block	Generator	9564	→ 8 2
	302	371	(7)		1000 lbs	"	"	"	9564	
									19128	
Mikanda										
E/S/24	303	0260		36 W PTL Tube	30 MS	SUSA	AN	49 PWS	1144.28	→ 8 2
				24-LED BATTERY	20	Exomph	"	"	3813.60	
				30000 Min Air Exhaust Fan	3 MS	Exomph	Ex-Mark	Acids Wash	4957.62	
				WALKER PANNIE LIGHT	5	Havens	D-Block	Libro	2542.35	
				6W LED SPOT LIGHT	5	"	"	Semi-walk	1610.15	
				1.0 X 3 core cable (ground)	10	Polyub	AN	AN	3985.80	
				64-SPW TOP	20	Anchox	"	"	915.20	
				16A "	20	"	"	"	1203.40	
				REMOTE BELL (10)	5	GT M	"	"	2372.90	
									22542.40	
INDEL ELECTRICAL										
Took Part										
20/5/24	312	020325						1057	2028.82	→ 8 2
								5057	2028.82	
								T. And	26600.26	
Mikanda										
								RTA		→ 8 2
B-Block				12 MODULE PLATE	8	GT M 4-5	B-Block	B-003	4518.64	
				12 MODULE SURFACE BOX	8	"	"	AC hab	745.76	
				20A 1 MW MAX SWITCH	10	"	"	DC hab	1194.90	
EEE				16A4 SOCKET	10	"	"	MBA HOD	1635.60	
AC DC/Hab				FAN REGULATION	25	"	"	EEE	7575.82	
POLYUB				24 W LED BATTERY TUBULAR	30	Exomph		POLYUB	12076.20	
B-003				25MM CASINO PAPER	15	Modi			661.05	
				1.052 MM GROUND'S CABLE	3	Finolex			3495.95	
				7MM P.V.C TAP	20	Mikanda			119.40	
				NAIRS	318	Exomph			432.22	
								T.P	150.18	→ 8 2
									2622.80	





Received order C-BLOCK, NEW GENERATOR

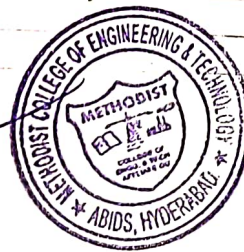
12/02/24

as per Bill

Date of purchase = 31/01/2024

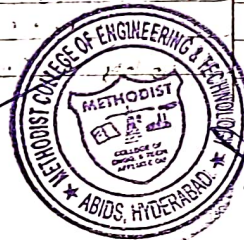
160 KVA  $\Rightarrow$  64.8425/2420044

Date	ON	OFF	Hours	DIESEL	AO/Sr
12/02/24	01:21	5:10	2 hours	200 litres	
30/03/2024	2:58	4:15	3 hours		
1/04/2024	3:00	4:21	4 hours		
2/04/2024	3:12	4:30	5 hours		
3/04/2024	3:14	5:12	7 hours		
4/04/2024	3:30	3:08	9 hours	200 litres	
15/04/2024	01:02	12:50	11 hours		
16/04/2024	10:53	03:15	13 hours		
18/04/2024	12:52	12:05	14 hours	200 litres	
20/04/2024	11:33	3:06	16 hours		
21/04/2024	1:20	1:08	14 hours		
24/04/2024	12:05	1:30	19 hours		
25/04/2024	11:00	1:10	21 hours	200 litres	
2/5/24	11:33	02:50	24 hours		
3/5/24	11:05	01:25	27 hours	200 litres	
8/5/24	10:11	11:48	"		
14/5/24	11:22	10:32	"		
20/5/24	10:05	11:23	"		
28/5/24	10:58	3:42	28 hours		
4/6/24	3:20	11:36	"		
10/6/24	11:28	2:58	"		
13/6/24	2:18	12:24	29 hours		
19/6/24	12:13	10:50			
26/6/24	16:18	11:32			
01/7/24	4:15	02:35	30 hours		
05/07/24	02:18	04:44	31 hours		
09/07/24	04:05	11:40			
15/07/24	10:55	12:48	31 hours		
25/07/24	12:01	1:52			
29/07/24	01:19	10:40	22 hours		
01/08/24	10:12	12:21			
16/08/24	11:51	02:50			
09/08/24	02:02		33 hours		





date	ON	OFF	Hours	Diesel	Ao/sir	date	ON	OFF	Hours	Diesel	Ao/sir	Time
22/8/24	4:40	5:25										
23/8/24	2:30	2:49	34 hours									
31/8/24	10:30	10:52										
05/9/24	11:01	12:05	35 hours									
10/9/24	03:42	4:15										
17/9/24	12:18	12:28										
20/9/24	10:45	11:09	36 hours									
24/9/24	01:33	2:08										
25/9/24	9:45	10:30	37 hours									
28/9/24	01:05	2:55	39 hours									
03/10/24	10:51	11:21	40 hours									
08/10/24	12:10	02:18	42 hours									
15/10/24	11:52	12:19										
21/10/24	12:12	12:40										
25/10/24	02:33	03:01										
29/10/24	10:18	10:43										
04/11/24	02:15	2:28	43 hours									
14/11/24	10:32	10:51										
16/11/24	03:05	03:20										
19/11/24	10:55	02:16	45 hours	TSSPD maintenance work								





date (9)  
18/04/2023

- ① Chilling fan's wiring & bearing problems → 8
- ② w/fan's wiring bush problems → 3
- ③ Drilling Mishan and working → 1

M. Koushal  
18/04/2023

date (10)  
09/11/2023

- ① Chilling fan's wiring & bearing problems → 10
- ② w/fan's wiring bush problems → 4
- ③ Drilling Mishan and working → 1

M. Koushal

09/11/2023

For Repairing.

M. Koushal  
18/11/23

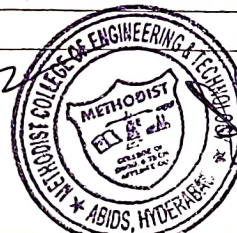
date 29/04/2024

(11)

- ① wall mount fan wiring & bearing problems → 7

M. Koushal

M. Koushal



(9)

- 550/① C/Fan wiring bearing problems → 4 → 2200
- 350/② C/Fan bearing & capacitor → 2 → 700
- 300/③ C/Fan wiring → 2 → 600
- 380/④ w/fan Bush → 2 → 760
- 650/⑤ w/fan wiring bush → 1 → 650
- 900/⑥ Drilling Mishan Gate/Himar → 1 → 900

M. Koushal

5810

M. Koushal

date (10)  
16/12/2023

- ① C/Fan wiring/bearing/condens → 8 → 4400
- ② w/fan wiring bush's → 4 → 2600
- ③ C/Fan wiring → 2 → 700
- ④ w/fan Bush → 1 → 450
- ⑤ Drilling Mishan armchair → 1 → 950

8900

M. Koushal  
16/12/2023

M. Koushal  
16/12/23

16/12/23

date 06/05/2024

- ① wall mount fan wiring, bush, capacitor problems → 4550

M. Koushal

M. Koushal

4550



(12)

(25/07/2024)

① Ceiling fan's wiring, bearing problem → 10

Mokund  
H. D. D. Repair10 Fans

1)

- ① ECE →
- ② MECH →
- ③ MBA →

1) Fan Repairing in MPMC lab 16/6/24  
(C-009)ECE Dept. J. H. 26/07/24  
HOD-ECE

26/7/24

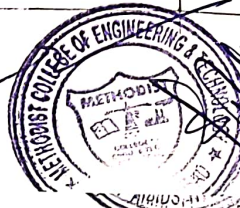
① Ceiling fan room no. 216. Mech

A. D. 26/7/24

31/7/24

① Ceiling fan to be repaired room. no. 203 B-Block

J. H. 31/7/24





238

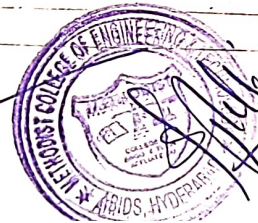
date

Library D-201

08/2/2024

① LED ceiling light Replaced. → 1

Completed work  
M. K. Mondal





date

12/02/2023

MBA CLASS ROOM'S B-201

- ① Chime fan Replaced → 1
- ② C/Fan stop regulator's Replaced → 4

Completed work  
m. Khandel

03/02/2023

MBA Staff Room - B-105

- ① 3TS switch Board minor work → 2

Completed work  
m. Khandel

date

04/02/2023

ELECTRICAL ROOM - B-BLOCK

- ① 6 Amp's switch Replaced → 1

m. Khandel

date

6/6/23

MBA HOD MADAM ROOM NO → B-004

- ① doorbell with remote → 1
- ② AA batteries → 3

Received  
M. Khandel  
6/6/23

date

06/06/2023

MBA HOD MADAM ROOM NO → B-004

- ① Symphony cooler diet SD SSI New → 1

m. Khandel

date

02/06/2023

MBA Staff Room NO → B-105

- ① wall fixed fan pipelined → 1
- old fan wiring problem  
Completed work

m. Khandel  
02/06/2023





date

12/09/2023

MBA class Room B-102

- ① C/Fan Repaired → 1  
odd one wiring problem

completed work  
M. K. Khandal

*[Signature]*  
20/5/24

date

20/01/2023

Exam hall B-Block B-201

- ① 6 pins switches repaired → 2  
completed work

M. K. Khandal  
*[Signature]*  
20/5/24

date

20/01/2024

MBA staff Room B-105

- ① wall mount fan repaired → 1  
② fans sockets " → 1  
③ fans switch " → 1

completed work  
*[Signature]*  
20/5/24



date

26/02/24

MBA staff Room B-105

- ① wall mount fan repaired → 1

completed work  
M. K. Khandal

*[Signature]*  
20/5/24

date

19/03/24

MBA staff Room B-105

- ① wall mount fan repaired → 1  
② cooker burner motor repaired → 2

completed work  
M. K. Khandal

*[Signature]*  
20/5/24

date

21/03/24

MBA HOD MADAM Room B-004

- ① fan capacitor repaired → 1

completed work  
M. K. Khandal

*[Signature]*  
20/5/24

date 02/05/24

MBA staff Room - B-105

- ① wall mount fan repaired → 2



ode

02/12/2022

CIVIL

Room no - 005 E-Block

(PARTESHAN)

① 1/19 wiring R 81-9 → 900/10

① 1" cable pull → 104

⑧ P-V.C. Tap → 01

④ 8 modul put → 03

⑤ 8 Modul is. switch box → 01

⑥ 6 modul switch → 06

⑦ 6 modul switch → 09

⑧ Gutter put → 01

⑨ Spun Plastic film → 20

Completed work  
M. Khand

02/12/2022

ode

02/12/2022

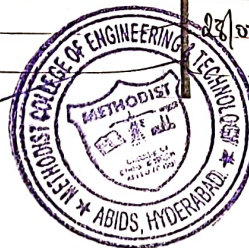
CIVIL CLASS ROOM - 302

E-BLOCK

2-TIME'S

① 18 modul switch box

minor works → 01



ode

08/12/2022

DATA SCIENCE LAB E-HOLE 402 &amp; 404

① 2 CTON A/C Remote → 1

Survey Room (New)

② 1.5 Ton A/C Remote → 1

③ acer Remote (Projector) → 1

M. Khand

ode

03/02/2023

CSE Staff Room - E-

Antony Sheela Sir Room

① 18 watt led Round light Replaced → 1

Completed work  
M. Khand

04/02/23

ode

28/03/2023

CSE HOD MADAM ROOM #C E-10

① AC Remote Replaced → 1

ode

28/04/2023

AIE DS HOD. MADAM ROOM 410

① AC Remote → 1



date

24/03/2023

CSE Staff Room - E-110 } B. Sanyal  
 ① A/C Remote Is. → 01  
 E-109 ② Projector Remote ERM → 01 } 29/3/23

M. Koushik

date

25/03/2023

CSE Direct Meet Anubis Isolation

① acer Remote → 1 }  
 ② A/C Remote → 1 } [K. Sindhuja]  
 M. Koushik

date

28/03/2023

AIDS &amp; CSE Staff Room → E-510

① HITACHI Remote → 1 } V. Venkatesh  
 M. Koushik

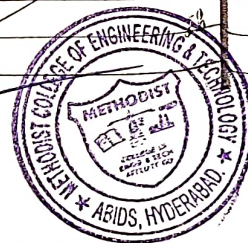
date

15/04/2023

CIVIL men's wash room

① LED Twilight set 22W  
 Remote → 1

M. Koushik



date

15/04/2023

Wash room Ground floor

① 16W incandescent Reflex → 1

Counsellor's room

M. Koushik

date

20/04/2023

CSE &amp; AIDS HOD - Kadam Room no-210-1

① reading bell's → 2

with reset controller

② Class Room - E-203 CSE

fan condenser Remote → 2

③ CSE Staff Room - E-111

Colocan wiring score → 8 wires

3 pin TOP → 1

M. Koushik



date

16/09/2023 IV CSE - E-100

① 16 Aug 11:00 AM - 1:00 PM  
Replied

Completed work

M. Koushik Sandhya 16/09/23

date

16/09/2023 Civil Stage Room E-311

① 6 Aug switch Replied  
Completed work

M. Koushik

P. N. N. N.

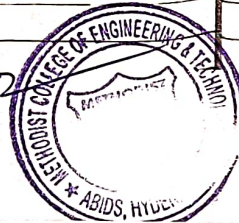
16.9.23

date

5/10/2023 Wash Room Gents

① LED tubelight Replied → 1

M. Koushik



E-005

date CONSULTANCE REQ (DEPT OF CIVIL ENGINEERING)

14/12/2023

① 8 Model surtex box's → 3

② 8 Model Pipe → 3

③ 6 Aug's scope's → 3

④ 6 Aug's switch → 6

⑤ 1/18 wiring → 2 4 hrs

⑥ 2.5 wiring R/O/G → 45 hrs

⑦ 1 1/2 ashly path's → 10

⑧ 1" R/O/G stone's/doors → 50 hrs

⑨ P.V.C TAP → 2

⑩ Attached at date → 5 hrs

⑪ 1" R/O/G → 10 hrs

M. Koushik 22/12/23

date

23/02/24

① E-Brook enters tublight → 1

② Gents Wash Room tublight set → 206 → 1

303 → ④ Fan Problem → 1

401 → ⑤ Fan Problem → 1

Completed work

M. Koushik M. Koushik 23/2/24



note

19/3/2024

E-Block 3rd Floor

- ① Whiter cooler switched  
16mm pin socket replaced → 2

Completed work  
M. Kundup

B. Nair  
HOD CE  
19.3.24

note

19-3-2024

E-301 class room CIVIL

- ① Switch Room 6mm switches  
Problem → 3 no's

Completed work  
M. Kundup

B. Nair  
HOD CE  
19.3.24

note

28/03/2024

E-211 CSE Staff Room

- ① 6mm 3 core wire → 4 mtrs  
② 6mm TOP → 1

Completed work  
M. Kundup

note

28/03/2024

Sr. Kad 6th Room CIVIL E-008

- ① Fan motor paper coated → 1  
② Whiter motor cover fixed → 1 complete

Completed work  
M. Kundup

28/3

note

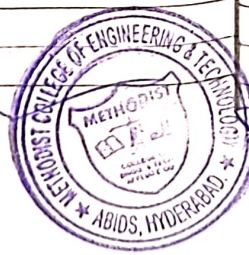
05/04/2024

Girls Wash Room E-006

- ① Exhaust fan repairs → 1

Completed work  
M. Kundup

B. Nair





Feb 01 2024 To Feb 28 2024

Company: MCET

Printed On : Dec 20 2024 11:20

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W			
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Department: EEE LAB

Emp. Code: 307

Emp. Name: M.Kondal(EEE)

Status	P	P	P	WO	P	P	P	P	P	P	WO	P	P	P	P	P	WO	P	P	P	A	P	P	WO	P	P	P			
InTime	10:12	06:38	09:45		09:41	10:11	10:01	09:58	09:55	11:08		10:04	09:58	10:08	10:09	10:26	10:16		10:01	09:42	10:11		10:09	09:57		10:19	10:30	10:50		
OutTime	17:32	18:36	17:38		17:10	17:08	17:52	18:46	19:21	18:48		17:36	17:43		18:36	17:17	17:24		22:30	17:21	17:42		18:08	17:52		18:36	18:34	19:18		
Total	7:20	11:58	7:53	00:00	7:28	6:57	7:47	8:48	9:26	7:40	00:00	7:32	7:45	6:37	8:27	6:50	7:08	00:00	12:29	7:39	7:31	00:00	7:59	7:55	00:00	8:17	8:04	8:28		

Mar 01 2024 To Mar 30 2024

Company: MCET

Printed On : Dec 20 2024 11:20

Department: EEE LAB

Emp. Code: 307

Emp. Name: M.Kondal(EEE)

Status	P	P	WOP	P	P	P	P	A	A	WO	A	P	P	P	P	P	WO	P	P	P	P	P	P	WO	A	P	P	P	A	P
InTime	07:57	10:02	09:14	17:07	10:05	10:07	10:14					10:27	10:00	10:04	10:34	10:17		10:03	09:56	10:06	09:56	09:39	09:57			10:01	10:04	09:23		10:02
OutTime	18:15	18:35	18:12		18:08	17:01	16:34					17:00	17:12	17:15	17:26	17:48		17:27	17:17	17:05	17:04	17:00	16:49			17:25	17:34	17:27		17:31
Total	10:17	8:33	8:58	13:23	8:03	6:54	6:20	00:00	00:00	00:00	00:00	6:33	7:12	7:11	6:52	7:31	00:00	7:24	7:21	6:56	7:08	7:21	6:52	00:00	00:00	7:24	7:30	8:04	00:00	7:29

Apr 01 2024 To Apr 30 2024

Company: MCET

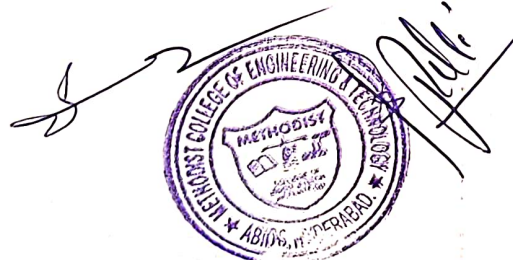
Printed On : Dec 20 2024 11:21

Department: EEE LAB

Emp. Code: 307

Emp. Name: M.Kondal(EEE)

Status	P	P	P	P	A	P	WO	P	A	P	A	A	A	WO	P	P	A	P	P	P	WO	P	P	P	1/2P	A	A	WO	A	A
InTime	09:53	09:47	10:08	09:54		09:57		09:39		10:06					09:55	09:45		10:07	09:58	10:08		10:01	09:37	10:41	10:17					
OutTime	17:18	17:38	17:03	17:21		17:06		17:17		16:42					17:56	17:10		16:31	17:42	17:01		19:10	18:26	22:55	13:35					
Total	7:25	7:48	6:55	7:27	00:00	7:05	00:00	7:34	00:00	6:36	00:00	00:00	00:00	00:00	8:01	7:24	00:00	6:24	7:44	6:52	00:00	9:09	8:49	12:14	3:18	00:00	00:00	00:00	00:00	00:00





Feb 01 2024 To Feb 28 2024

Company: MCET

Printed On : Dec 20 2024 11:09

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W			
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Department: CSE LAB

Emp. Code: 520 Emp. Name: B.Sanjeevan

Status	A	P	P	WO	P	P	P	P	P	A	WO	P	P	P	P	P	P	WO	P	P	P	P	A	A	WO	P	P	P			
InTime		09:39	08:48		08:46	08:59	09:05	08:59	08:46			08:51	09:04	08:50	08:55	08:50	09:28		09:37	08:54	08:59	08:19				08:52	08:48	09:02			
OutTime		16:05	16:04		16:09	17:52	15:06	16:03	16:39			16:19	16:14	16:26	16:13	16:15	16:26		16:46	17:00	17:51	17:44				18:07	18:28	18:35			
Total	00:00	6:26	7:16	00:00	7:23	8:53	6:01	7:04	7:53	00:00	00:00	7:28	7:10	7:36	7:16	7:25	6:58	00:00	7:09	8:06	8:52	9:25	00:00	00:00	00:00	9:15	9:40	9:33			

Mar 01 2024 To Mar 31 2024

Company: MCET

Printed On : Dec 20 2024 11:10

Days	1 F	2 St	3 S	4 M	5 T	6 W	7 Th	8 F	9 St	10 S	11 M	12 T	13 W	14 Th	15 F	16 St	17 S	18 M	19 T	20 W	21 Th	22 F	23 St	24 S	25 M	26 T	27 W	28 Th	29 F	30 St	31 S
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Department: CSE LAB

Emp. Code: 520 Emp. Name: B.Sanjeevan

Status	P	A	WO	P	P	P	P	A	A	WO	P	P	P	P	P	P	WO	1/2P	A	P	P	P	P	WO	A	P	P	P	A	P	WO
InTime	07:35			09:15	08:44	09:24	09:35				09:28	09:13	09:18	08:53	09:25	08:47		09:28		09:19	09:18	09:40	09:07			09:15	09:10	09:09		09:34	
OutTime	17:10			16:17	16:21	16:08	16:08				17:20	16:07	16:26	16:16	17:01	16:40		12:28		16:15	16:10	16:13	16:17			16:10	16:11	17:07		16:44	
Total	9:35	00:00	00:00	7:02	7:37	6:44	6:33	00:00	00:00	00:00	7:52	6:54	7:08	7:22	7:36	7:53	00:00	3:00	00:00	6:56	6:52	6:33	7:10	00:00	00:00	6:55	7:01	7:58	00:00	7:10	00:00

Apr 01 2024 To Apr 30 2024

Company: MCET

Printed On : Dec 20 2024 11:08

Days	1 M	2 T	3 W	4 Th	5 F	6 St	7 S	8 M	9 T	10 W	11 Th	12 F	13 St	14 S	15 M	16 T	17 W	18 Th	19 F	20 St	21 S	22 M	23 T	24 W	25 Th	26 F	27 St	28 S	29 M	30 T	
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Department: CSE LAB

Emp. Code: 520 Emp. Name: B.Sanjeevan

Status	P	P	P	A	P	WO	P	A	P	A	A	A	WO	P	P	A	P	P	P	WO	P	P	P	P	P	P	A	WO	P	P	
InTime	08:53	08:45	08:36	08:57		08:57		09:01		09:00					08:56	09:05		09:08	08:42	08:54		08:44	08:47	08:53	08:56	09:04			09:04	09:12	
OutTime	16:12	16:15	16:09	16:58		17:01		16:12		16:17					16:46	17:03		16:11	16:52	16:15		17:09	16:34	16:53	16:45	16:24			17:12	16:52	
Total	7:19	7:30	7:33	8:01	00:00	8:04	00:00	7:11	00:00	7:15	00:00	00:00	00:00	00:00	7:49	7:58	00:00	7:03	8:10	7:17	00:00	8:25	7:47	8:00	7:49	7:20	00:00	00:00	8:06	7:40	





# Monthly Status Report (Basic Work Duration)

Feb 01 2024 To Feb 28 2024

Company: MCET

Printed On : Dec 20 2024 11:13

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W			
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Department: CSE LAB

Emp. Code: 567 Emp. Name: Mr. P. Raj Kumar

Status	P	P	P	WO	P	P	P	P	P	A	WO	P	P	P	P	P	P	WO	P	P	P	P	P	P	WOP	A	P	P			
InTime	08:57	09:00	08:59		09:06	08:51	09:06	09:02	08:57			09:02	09:05	08:59	09:22	09:34	08:57		09:04	09:06	08:50	08:58	09:02	08:53	08:59	09:07	08:56	09:06			
OutTime	16:40	16:08	16:06		16:08	17:52	16:22	16:24	16:44			16:19	16:14	16:25	16:13	16:11	16:26		16:46	17:04	17:51	18:06	18:03	17:57	16:39		18:28	18:35			
Total	7:43	7:08	7:07	00:00	7:02	9:01	7:16	7:22	7:47	00:00	00:00	7:17	7:09	7:26	6:49	6:37	7:29	00:00	7:42	7:58	9:01	9:08	9:01	9:04	7:40	00:00	9:32	9:29			

Mar 01 2024 To Mar 31 2024

Printed On : Dec 20 2024 11:14

Company: MCET

Department: CSE LAB

Emp. Code: 567 Emp. Name: Mr. P. Raj Kumar

Emp. Code:	567			Emp. Name:			Mr. P. Raj Kumar																								
Status	P	A	WO	P	P	P	P	A	A	WO	P	P	P	P	P	WO	A	P	P	P	P	P	WO	A	P	P	P	A	P	WO	
InTime	07:35			09:03	09:51	09:05	08:58				09:02	09:03	08:57	09:00	09:01	08:57		09:09	09:04	08:52	09:44	08:50	09:02			09:14	08:51	08:33		09:21	
OutTime	17:10			16:17	16:21	16:08	16:08				17:21	16:07	16:26	16:18	17:02	16:40			16:05	16:15	16:02	16:10	16:17			15:00	16:12	17:07		16:44	
Total	9:35	00:00	00:00	7:14	6:30	7:03	7:10	00:00	00:00	00:00	8:19	7:04	7:29	7:18	8:01	7:43	00:00	00:00	7:01	7:23	6:18	7:20	7:15	00:00	00:00	5:46	7:21	8:34	00:00	7:23	00:00

Apr 01 2024 To Apr 30 2024

Printed On : Dec 20 2024 11:15

Company: MCET

Department: CSE LAB

Emp. Code: 567 Emp. Name: Mr. P. Raj Kumar

Status	P	P	P	P	A	P	WO	P	A	P	A	A	A	WO	P	P	A	P	P	P	WO	P	P	P	P	P	P	WO	P	P
InTime	09:09	09:11	09:15	08:59		09:04		09:07		09:39					09:03	09:06		09:02	08:42	08:58		09:03	09:01	09:01	09:05	09:01	09:05		09:01	09:09
OutTime	16:12	16:15	16:10	17:00		17:01		16:12		16:17					16:46	17:03		16:08	16:53	16:05		17:10	16:35	16:53	16:45	16:24	16:14		17:12	16:52
Total	7:03	7:04	6:55	8:01	00:00	7:57	00:00	7:05	00:00	6:38	00:00	00:00	00:00	00:00	7:42	7:57	00:00	7:06	8:11	7:07	00:00	8:07	7:34	7:52	7:40	7:23	7:09	00:00	8:11	7:43





# Monthly Status Report (Basic Work Duration)

Feb 01 2024 To Feb 29 2024

Company: MCET

Printed On : Dec 20 2024 10:58

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th		
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Department: Cash salaries

Emp. Code: 973

Emp. Name: Srinivas (Gardener)

Status	A	P	A	WO	A	A	A	P	A	A	WO	A	P	A	A	P	P	WO	P	P	P	P	P	P	WOP	P	P	A	A		
InTime		10:21						10:36					12:16			09:37	11:06	11:35	10:04	10:07	10:39	10:58	10:14	10:22	10:47	10:07	10:12				
OutTime		17:50						17:42					18:15			18:05	17:48		15:56	16:59	17:57	18:06	18:07	17:46	17:48	18:26	17:38				
Total	00:00	7:29	00:00	00:00	00:00	00:00	00:00	7:06	00:00	00:00	00:00	00:00	5:59	00:00	00:00	8:28	6:42	00:00	5:52	6:52	7:18	7:08	7:53	7:24	7:01	8:19	7:25	00:00	00:00		

Mar 01 2024 To Mar 30 2024

Company: MCET

Printed On : Dec 20 2024 11:00

Department: Cash salaries

Emp. Code: 973

Emp. Name: Srinivas (Gardener)

Status	P	P	WO	P	A	A	P	A	A	WO	P	P	A	A	A	A	WO	A	P	P	A	A	A	WO	A	A	A	A	A	P	
InTime	08:34	10:00		11:58			11:19				10:56	10:42							10:18	10:37										11:32	
OutTime	17:15	17:22		17:11			17:19				17:14	16:51							17:36	17:39										17:55	
Total	8:41	7:22	00:00	5:13	00:00	00:00	6:00	00:00	00:00	00:00	6:18	6:09	00:00	00:00	00:00	00:00	00:00	00:00	7:18	7:02	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	6:23	

Apr 01 2024 To Apr 30 2024

Company: MCET

Printed On : Dec 20 2024 11:04

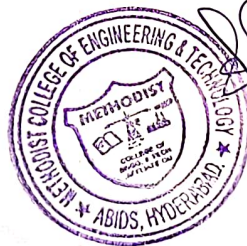
Days	1 M	2 T	3 W	4 Th	5 F	6 St	7 S	8 M	9 T	10 W	11 Th	12 F	13 St	14 S	15 M	16 T	17 W	18 Th	19 F	20 St	21 S	22 M	23 T	24 W	25 Th	26 F	27 St	28 S	29 M	30 T	
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Department: Cash salaries

Emp. Code: 973

Emp. Name: Srinivas (Gardener)

Status	A	A	A	A	A	A	WO	A	A	A	A	A	WO	A	A	A	A	A	A	WO	A	A	A	A	A	A	A	WO	A	P	
InTime																														17:56	08:56
OutTime																														17:57	
Total	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	9:01	





Monthly Salary: \$1,000.00 (Gross Work Duration)

Printed On : Dec 20 2024 11:20

Department: EEE LAB

Emp. Code: 307

**Emp. Name:**

M.Kondal(EEE)

[illegible]

Printed On : Dec 20 2024 11:20

Company: MCET

Department: EEE LAB

Emp. Code: 307

Emp. Name:

M.Kondal(EEE)

Status	P	P	WOP	P	P	P	P	A	A	WO	A	P	P	P	P	P	WO	P	P	P	P	P	P	WO	A	P	P	P	A	P	
InTime	07:57	10:02	09:14	17:07	10:05	10:07	10:14					10:27	10:00	10:04	10:34	10:17		10:03	09:56	10:06	09:56	09:39	09:57				10:01	10:04	09:23		10:02
OutTime	18:15	18:35			18:08	17:01	16:34					17:00	17:12	17:15	17:26	17:48		17:27	17:17	17:05	17:04	17:00	16:49				17:25	17:34	17:27		17:31
Total	10:17	8:33	8:58	13:23	8:03	8:54	8:20	00:00	00:00	00:00	00:00	6:33	7:12	7:11	6:52	7:31	00:00	7:24	7:21	6:56	7:06	7:21	6:52	00:00	00:00	7:24	7:30	8:04	00:00	7:29	

Printed On : Dec 20 2024 11:21

Company: MCET

Department: EEE LAB

Emp. Code: 307

**Emp. Name:**

M.Kondal(EEE)

Status	P	P	P	P	A	P	WO	P	A	P	A	A	A	WO	P	P	A	P	P	P	WO	P	P	P	1/4P	A	A	WO	A	A
InTime	09:53	09:47	10:08	09:54		09:57		09:39		10:06					09:55	09:45		10:07	09:58	10:08		10:01	09:37	10:41	10:17					
OutTime	17:18	17:38	17:03	17:21		17:06		17:17		16:42					17:56	17:10		16:31	17:42	17:01		19:10	18:28	22:55	13:35					
Total	7:25	7:48	6:55	7:27	00:00	7:05	00:00	7:34	00:00	6:36	00:00	00:00	00:00	00:00	8:01	7:24	00:00	8:24	7:44	6:52	00:00	9:09	8:49	12:14	3:18	00:00	00:00	00:00	00:00	00:00





# SYSTEM ADMINISTRATOR

Feb 01 2024 To Feb 28 2024

Company: MCET

Printed On : Dec 20 2024 11:09

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W			
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Department: CSE LAB

Emp. Code: 520

Emp. Name: B.Sanjeevan

Status	A	P	P	WO	P	P	P	P	P	A	WO	P	P	P	P	P	P	WO	P	P	P	P	A	A	WO	P	P	P			
InTime		09:39	08:48		08:46	08:59	09:05	08:59	08:46			08:51	09:04	08:50	08:55	08:50	09:28		09:37	08:54	08:59	08:19			08:52	08:48	09:02				
OutTime		16:05	16:04		16:09	17:52	15:06	16:03	16:39			16:19	16:14	16:26	16:13	16:15	16:26		16:46	17:00	17:51	17:44			18:07	18:28	18:35				
Total	00:00	6:26	7:16	00:00	7:23	8:53	6:01	7:04	7:53	00:00	00:00	7:28	7:10	7:36	7:16	7:25	6:58	00:00	7:09	6:06	8:52	9:25	00:00	00:00	00:00	9:15	9:40	9:33			

Mar 01 2024 To Mar 31 2024

Company: MCET

Printed On : Dec 20 2024 11:10

Days	1 F	2 St	3 S	4 M	5 T	6 W	7 Th	8 F	9 St	10 S	11 M	12 T	13 W	14 Th	15 F	16 St	17 S	18 M	19 T	20 W	21 Th	22 F	23 St	24 S	25 M	26 T	27 W	28 Th	29 F	30 St	31 S
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Department: CSE LAB

Emp. Code: 520

Emp. Name: B.Sanjeevan

Status	P	A	WO	P	P	P	A		WO	P	P	P	P	P	WO	1/2 P	A	P	P	P	P	WO	A	P	P	P	A	P	WO		
InTime	07:35			09:15	08:44	09:24	09:35			09:28	09:13	09:18	08:53	09:25	08:47	09:28		09:19	09:18	09:40	09:07		09:15	09:10	09:09		09:34				
OutTime	17:10			16:17	16:21	16:08	16:08			17:20	16:07	16:26	16:16	17:01	16:40	12:28		16:15	16:10	16:13	16:17		16:10	16:11	17:07		16:44				
Total	9:35	00:00	00:00	7:02	7:37	6:44	6:33	00:00	00:00	00:00	7:52	6:54	7:08	7:22	7:36	7:53	00:00	3:00	00:00	6:56	6:52	6:33	7:10	00:00	00:00	6:55	7:01	7:58	00:00	7:10	00:00

Apr 01 2024 To Apr 30 2024

Company: MCET

Printed On : Dec 20 2024 11:08

Days	1 M	2 T	3 W	4 Th	5 F	6 St	7 S	8 M	9 T	10 W	11 Th	12 F	13 St	14 S	15 M	16 T	17 W	18 Th	19 F	20 St	21 S	22 M	23 T	24 W	25 Th	26 F	27 St	28 S	29 M	30 T	
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Department: CSE LAB

Emp. Code: 520

Emp. Name: B.Sanjeevan

Status	P	P	P	P	A	P	WO	P	A	P	A	A	A	WO	P	P	A	P	P	P	WO	P	P	P	P	P	A	WO	P	P
InTime	08:53	08:45	08:36	08:57		08:57		09:01		09:00					08:56	09:05		09:08	08:42	08:54		08:44	08:47	08:53	08:56	09:04			09:04	09:12
OutTime	16:12	16:15	16:09	16:58		17:01		16:12		16:17					16:46	17:03		16:11	16:52	16:15		17:09	16:34	16:53	16:45	16:24			17:12	16:52
Total	7:19	7:30	7:33	8:01	00:00	8:04	00:00	7:11	00:00	7:15	00:00	00:00	00:00	00:00	7:49	7:58	00:00	7:03	8:10	7:17	00:00	8:25	7:47	8:00	7:49	7:20	00:00	00:00	8:06	7:40



Generated By: nsl

Page No 1



Feb 01 2024 To Feb 28 2024

Printed On : Dec 20 2024 11:13

Company: MCET

Days	1 Th	2 F	3 S	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W				
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Department: CSE LAB

Emp. Code: 567

Emp. Name:

Mr. P. Raj Kumar

Status	P	P	P	WO	P	P	P	P	P	A	WO	P	P	P	P	P	WO	P	P	P	P	P	P	WO	A	P	P				
InTime	08:57	09:00	08:59		09:06	08:51	09:06	09:02	08:57			09:02	09:05	08:59	09:22	09:34	08:57		09:04	09:06	08:50	08:58	09:02	08:53	08:59	09:07	08:56	09:06			
OutTime	16:40	16:08	16:06		16:08	17:52	16:22	16:24	16:44			16:19	16:14	16:25	16:13	16:11	16:26		16:46	17:04	17:51	18:06	18:03	17:57	16:39		18:28	18:35			
Total	7:43	7:08	7:07	00:00	7:02	9:01	7:16	7:22	7:47	00:00	00:00	7:17	7:09	7:26	6:49	6:37	7:29	00:00	7:42	7:58	9:01	9:08	9:01	9:04	7:40	00:00	9:32	9:29			

Mar 01 2024 To Mar 31 2024

Printed On : Dec 20 2024 11:14

Company: MCET

Department: CSE LAB

Emp. Code: 567

Emp. Name:

Mr. P. Raj Kumar

Emp. Code: 567				Emp. Name: Mr. P. Raj Kumar																											
Status	P	A	WO	P	P	P	P	A	A	WO	P	P	P	P	P	P	WO	A	P	P	P	P	P	WO	A	P	P	P	A	P	WO
InTime	07:35			09:03	09:51	09:05	08:58				09:02	09:03	08:57	09:00	09:01	08:57		09:09	09:04	08:52	09:44	08:50	09:02			09:14	08:51	08:33		09:21	
OutTime	17:10			16:17	16:21	16:08	16:08				17:21	16:07	16:26	16:18	17:02	16:40			16:05	16:15	16:02	16:10	16:17			15:00	16:12	17:07		16:44	
Total	9:35	00:00	00:00	7:14	6:30	7:03	7:10	00:00	00:00	00:00	8:19	7:04	7:29	7:18	8:01	7:43	00:00	00:00	7:01	7:23	6:18	7:20	7:15	00:00	00:00	5:46	7:21	8:34	00:00	7:23	00:00

Apr 01 2024 To Apr 30 2024

Printed On : Dec 20 2024 11:15

Company: MCET

Department: CSE LAB

Emp. Code: 567

Emp. Name:

Mr. P. Raj Kumar

Status	P	P	P	P	A	P	WO	P	A	P	A	A	A	WO	P	P	A	P	P	P	WO	P	P	P	P	P	P	WO	P	P	
InTime	09:09	09:11	09:15	08:59		09:04		09:07		09:39					09:03	09:06		09:02	08:42	08:58		09:03	09:01	09:01	09:05	09:01	09:05		09:01	09:09	
OutTime	16:12	16:15	16:10	17:00		17:01		16:12		16:17					16:46	17:03		16:08	16:53	16:05		17:10	16:35	16:53	16:45	16:24	16:14		17:12	16:52	
Total	7:03	7:04	6:55	8:01	00:00	7:57	00:00	7:05	00:00	6:38	00:00	00:00	00:00	00:00	7:42	7:57	00:00	7:06	8:11	7:07	00:00	8:07	7:34	7:52	7:40	7:23	7:09	00:00	8:11	7:43	





# GARDENER

Feb 01 2024 To Feb 29 2024

Company: MCET

Printed On : Dec 20 2024 10:58

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th		
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Department: Cash salaries

Emp. Code: 973

Emp. Name: Srinivas (Gardener)

Status	A	P	A	WO	A	A	A	P	A	A	WO	A	A	P	P	WO	P	P	P	P	P	P	P	WOP	P	P	A	A		
InTime		10:21						10:36					12:16			09:37	11:06	11:35	10:04	10:07	10:39	10:58	10:14	10:22	10:47	10:07	10:12			
OutTime		17:50						17:42					18:15			18:05	17:48		15:56	16:59	17:57	18:06	18:07	17:46	17:48	18:26	17:38			
Total	00:00	7:29	00:00	00:00	00:00	00:00	00:00	7:06	00:00	00:00	00:00	00:00	5:59	00:00	00:00	8:28	6:42	00:00	5:52	6:52	7:18	7:08	7:53	7:24	7:01	6:19	7:25	00:00	00:00	

Mar 01 2024 To Mar 30 2024

Company: MCET

Printed On : Dec 20 2024 11:00

Department: Cash salaries

Emp. Code: 973

Emp. Name: Srinivas (Gardener)

Status	P	P	WO	P	A	A	P	A	A	WO	P	P	A	A	A	A	WO	A	P	P	A	A	A	WO	A	A	A	A	P
InTime	08:34	10:00		11:58			11:19				10:56	10:42							10:18	10:37									11:32
OutTime	17:15	17:22		17:11			17:19				17:14	16:51							17:36	17:39									17:55
Total	8:41	7:22	00:00	5:13	00:00	00:00	6:00	00:00	00:00	00:00	6:18	6:09	00:00	00:00	00:00	00:00	00:00	00:00	7:18	7:02	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	6:23

Apr 01 2024 To Apr 30 2024

Company: MCET

Printed On : Dec 20 2024 11:04

Days	1 M	2 T	3 W	4 Th	5 F	6 St	7 S	8 M	9 T	10 W	11 Th	12 F	13 St	14 S	15 M	16 T	17 W	18 Th	19 F	20 St	21 S	22 M	23 T	24 W	25 Th	26 F	27 St	28 S	29 M	30 T	
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Department: Cash salaries

Emp. Code: 973

Emp. Name: Srinivas (Gardener)

Status	A	A	A	A	A	WO	A	A	A	A	A	WO	A	A	A	A	A	WO	A	A	A	A	A	A	A	WO	A	P
InTime																											17:56	08:56
OutTime																												17:57
Total	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	9:01

