

MAHARISHI MARKANDESHWAR (DEEMED TO BE UNIVERSITY)
MULLANA-AMBALA, HARYANA (INDIA), 133207
(Established under Section 3 of the UGC Act, 1956)
(Accredited by NAAC with Grade 'A')

MINUTES OF MEETING

A Meeting of University Science and Instrumentation Centre of Maharishi Markandeshwar (Deemed to University) was convened on 22nd December 2021 at USIC Department in MM(DU). MULLANA.

Following Members were present for the meeting:

Sr. No.	Name	Designation
1	Dr. Rajesh Khanna	Head USIC, Chairman
2	Dr. Vanita Aggarwal	Head Civil Engineering, Member
3	Sh. Arun Kaura	Head UIITM Cell, Member
4	Sh. Chand Ram	In-charge Bio Medical, Member
5	Sh. B. S. Sandhu	In-charge Transport, Member
6	Sh. Lovkesh Aggarwal	SDO (Civil), Member Secretary

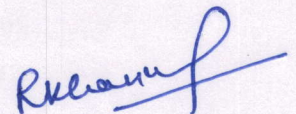
Chairman welcomed all the members for the meeting of USIC. After then member Secretary opened the proceeding with the permission of the chair.

The following Agenda items were discussed in the meeting:

1. The house confirmed the minutes of pervious USIC department meeting held on 06.08.2020.
2. The committee reviewed the CMC and AMC done of all the machine, equipment, instrument, apparatus, lifts, oxygen plants and Hospital facilities, from September 2020 to December 2021. The Chairman advised the in-charge Bio-Medical to prepare the excel sheet of CMC/AMC of the machines, apparatus, lifts, oxygen plant and Hospital facilities from January 2022 to June 2022.
3. The committee reviewed the various Training Programs which was successfully organized for the Technicians and other concerned for the AY 2020-21. (List attached)
4. The Chairman advised member Secretary to prepare the training program schedule for the next 6 months with the help of Committee members.

5. The committee analyzed the record of the preventive maintenance done (List Attached) during 2020-21. The Chairman advised the committee members to appoint some Technicians to conduct the thorough Preventive maintenance of all the laboratory apparatus. Machines, equipment for the next 6 months.
6. The Chairman advised that the technicians of all the laboratories should be trained for the Fire Safety and Electrical Hazards. Sh. Lovkesh Aggarwal is required to prepare the schedule for the training.
7. The chairman also reviewed the status of the mechanical Bay of USIC for the preparing the Jobs for the various laboratories. The Mechanical bay also helps to students in preparing their required samples / work pieces for the research work. The committee recommended that the Mechanical bay can prepare the fixtures to be used for various works.
8. The Maintenance work related to Electrical, Civil, Glass work, HVAC, Motor winding and Fan repairing was reviewed through USIC job order form duly signed by the head of the departments.
9. The Committee reviewed the status of regular services and other activities related to insurance, Road tax of the university buses, Cars, E vehicles given by the Transport in-charge.
10. The chairman reviewed the status of the water treatment plant. The water testing is regular practice in the MM(DU) as per standard norms of ISO 10500 standard on quarterly basis. The committee advised that HOD, Department of Civil Engineering should review the same on regular basis.

The meeting ended with the vote of thanks by the member secretary.



Head-USIC

Dr. RAJESH KHANNA
Head -USIC
M.M. (Deemed to be University)

Table 1: List of the laboratory where Preventive maintenance was done:

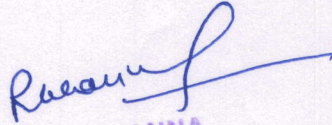
Sr. No.	Name of Lab	Date of preventive maintenance
1	SOM Lab	15.9.21
2	Civil Engineering Labs	15.4.21,3.5.21,1.10.21,5.10.21
3	Fitting Shop	10.5.21,11.10.21
4	USIC Lab Mechanical bay	26.7.21
5	Production Technology Lab	19.7.21
6	Electrical Labs	5.4.21,20.9.21
7	Basic Electrical Engineering Lab	13.8.21
8	Machine Shop	14.9.21
9	Analog Communication	18.9.21
10	Digital Electronics	23.10.21
11	Digital Lab	27.10.21

Table 2: Detail of Training Programme under USIC Department organized from April to December 2021

Sr. No.	Date	Time	Topic	Trainer Name	Venue	No. of Participants
1	09-04-2021	03:00PM	Application Challenges With Ventilators	Mr. Abhishek	MICU 2	21
2	16-04-2021	01:20PM	Application Training on Bed side Panel	Mr. Abhishek	MICU-2	44
3	16-04-2021	2:30PM	ECG, syringe pump , infusion pump	Mr. Rahul Goyal	Seminar Hall	13
4	20-04-2021	03:00PM	Ventilator Trilogy 202	Mr. Rahul Goyal	Respiratory	6
5	22-04-2021	4:00PM	Ventilator Trilogy 202	Mr. Rahul Goyal	ICCU	13
6	27-04-2021	01:30PM	Ventilator & Bedside Panel & Handling of medical Equip.	Mr. Abhishek	MICU-5	37
7	03-05-2021	12:30PM	Electronic Bed and Ventilator	Mr. Abhishek Aggarwal	Seminar Hall	53

8	11-05-2021	10:30AM	LCD PROJECTOR	Mr. Chand Ram	Seminar Hall	7
9	13-05-2021	11:45AM	Oxygen supply and Equip.	Mr. Rahul & Mr. Ankit	Seminar Hall	50
10	21-05-2021	11:30AM	Ventilator v680	Mr. Abhishek Aggarwal	Seminar Hall	3
11	22-05-2021	11:30AM	Ventilator v680	Mr. Sandeep Deswal	Seminar Hall	32
12	08-06-2021	10:30AM	ECG MACHINE	Mr. Chand Ram	Seminar Hall	5
13	08-06-2021	11:00AM	UPS 6KVA	Mr. Chand Ram	Seminar Hall	6
14	16-06-2021	03:00PM	Operation of DEFERBILLATOR	Mr. Abhishek	Radiology	5
15	08-07-2021	03:00PM	Ventilator Application & Bed Side Panel	Mr. Abhishek	MICU 2	15
16	12-08-2021	10:48AM	Multipara	Mr. Chand Ram	Seminar Hall	6
17	13-08-2021	03:00PM	Ventilator Operation	Mr. Abhishek	MICU 2	26
18	27-08-2021	12:10PM	ECG MACHINE	Mr. Chand Ram	Seminar Hall	4
19	09-09-2021	02:00PM	Operation of ABG Machine	Mr. Abhishek	Emergency	6
20	10-09-2021	02:30PM	BIOMEDICAL EQUIPMENTS Application & Mgm.	Mr. Abhishek	MICU 2	35
21	13-09-2021	2:40PM	Patient monitor , ECG & Defibrillator	Mr. Ankit	MICU	7
22	13-09-2021	3:20PM	Syringe pump	Mr. Ranjoth Singh	MICU	7
23	13-09-2021	3:00PM	Patient Monitor	Mr. Ranjoth Singh	SICU	3
24	13-09-2021	3:00PM	ECG MACHINE	Mr. Ankit	MICU	7
25	13-09-2021	02:00PM	ECG MACHINE	Mr. Ranjoth Singh	SICU	3
26	13-09-2021	2:20PM	Ventilator v680	Mr. Ankit	MICU	6
27	14-09-2021	12:00PM	NABH Documentation &	Mr. Abhishek	BME Dept	3

			Safety Aspects With Medical Equipment			
28	27-09-2021	03:30PM	Ventilator Application & Setting	Mr. Abhishek	MICU 2	22
29	30-09-2021	11:05AM	Ventilator . Phototherapy and Warmer	Mr. Sandeep Kumar	NICU	9
30	11-10-2021	11:40AM	ETO Machine	Mr. Rakesh Kumar	CSSD	10
31	30-10-2021	03:00PM	Syringe pump Patient Monitor operation & management	Mr. Abhishek & Mr. Shiv	MICU 1	18
32	11-11-2021	02:30PM	Management of Biomedical Equipments	Mr. Abhishek	MICU-3	10
33	22-11-2021	02:00PM	Patient Monitor .Suction. O2 flow meter	Mr. Sandeep Deswal		16
34	29-11-2021	3:00PM	ECG. syringe pump. infusion pump	Mr. Ankit	Seminar Hall	10
35	13-12-2021	2:20PM	Ventilator v680	Mr. Ankit	MICU	9
36	27-12-2021	03:00PM	Ventilator Trilogy 202	Mr. Ankit & Mr. SANDEEP	Respiratory	8


 Dr. RAJESH KHANNA
 Head -USIC
 M.M. (Deemed to be University)