



**TRICHY SRM MEDICAL COLLEGE HOSPITAL & RESEARCH CENTRE**  
IRUNGALUR, TRICHY – 621 105

Key Areas of Operation -Pre - Allotted Budget.

**INFRASTRUCTURE** -outsourced Agency “SGN Infrastructure”

**Preventive Maintenance** Calendar details findings requiring servicing, rectification, periodicity of maintenance of RO systems, Compressors, overhead tanks Cleaning, Servicing motor pumps Central Coolers , Paintings.

**Corrective Action** – Complaint Register for maintenance issues.& Daily review . Prioritized timely repairs undertaken based on complaints & reviewed periodically.

Contractual services used for manicuring lawns, maintenance of gardens, Trees, Campus sweeping,

BMW by M/s. Environ Systems & Non Biomedical Waste Management.

Hospital & College A.C. chiller plants Units maintained by KIRLOSKAR PVT LMT, CKS Electricals respectively

Generators-Caterpillar engine - Hospital AMC by Gimmco Ltd Madurai, At Medical College by

KIRLOSKAR Oil engine Ltd .

**CAMPUS DEVELOPMENT PROJECT** –

High level Committee chalks out plan of project activities, already discussed with Dean, Finance Manager, HODs.

Necessary amendments , rectifications done & carried out .

**LAUNDRY:** Equipments maintenance by Bucato Laundry Equipment.

**EQUIPMENTS** – For Biomedical Engineering Unit preventive , corrective action undertaken . During Installation of equipments ,supportive gadgets like stabilizers, UPS, Humidifiers, provided to ensure longevity . Training Programs conducted regularly . CMC , AMCs maintained, monitored, timely breakdowns repairs ensured. Data of downtime in house & outhouse repairing is periodically maintained. SOPs in place for usages of equipments & condemnations.

**SECURITY** – Guards posted at strategic location Surveillance ,CCTV cameras installed ,monitored.

**FIRE SAFETY**– Monitored with appropriate fire fighting systems ,training to all cadres.

**WATER SAFETY** – Periodically checked for ensuring portability of RO water.

**ELECTRICAL** – Circuits incorporate safety devices to prevent electrical accidents

**ROAD SAFETY** – Signage’s, street lights, speed breakers, installed.

**HYGIENE SAFETY** – SOPs for BMW, Non Biomedical Waste Management in place.

**LABORATORIES** – Periodically upgraded -infrastructure, replacements, condemnations , additions of new equipments ,technology . SOPs, IQAS ,EQAS in place.

**INFORMATION TECHNOLOGY** - comprehensive IT policy present.

**NETWORK SECURITY** – All computers converted to LAN with switches , routers with different user access policies to secure ,monitor networking efficiently. Firewalls to restrict use of outsiders. Policy for information security maintained through Centralized Data centre.

**RISK MANAGEMENT** – Servers for application of database , data configured, along with data recovery system.

Backup servers available, computers protected with anti-virus software and unauthorized access. Review of all logs , backup activities monitored.

**SOFTWARE ASSET MANAGEMENT** –by IT Department, reviewed annually for all requirements. Disposal of e-waste planned with MoU- “GREEN ERA RECYCLERS”, Coimbatore

**SPORTS:-** SOP available for Department of Physical Education & Sports . Vibrant, vast Infrastructure with Indoor, Outdoor facilities & expertise. Annual meet conducted for Sports& Yoga.

**LIBRARY** – SOPs available for cleaning, periodical maintenance. Files, Project reports / Thesis, Registers maintained, Software usage maintained monitored, Binding Procedures followed. Scrap handling ,write-off done periodically, SOP’s for student’s activities present . Procedures for Print resources procurement, Students attendance maintenance, Library Memberships for users, Stock verification ,Library Audit done. Library facilities usages outlined, Books circulation process is maintained. Preservation of Library materials with anti rodent treatment done, E- resources subscription and institutional membership records maintained ,renewed periodically. Weeding of hardware, software done.

**CLASSROOMS** maintained as per SOPs and guidelines.