

# Sandesh College Of Arts, Commerce & Science

Affiliated To University of Mumbai & Recog. By Govt. Of Maharashtra

Tagore Nagar, Vikhroli (E), Mumbai 400 083

C + 91 9321839836

m http://sandeshcollege.in

sandeshcollege@gmail.com

## Founder: SHIKSHAKMITRA PRINCIPAL BALASAHEB MHATRE

Reference No:-

Date:- | 7 | 7/2019

### Office Order

The "Maintenance Cell" has been established for the Academic Year 2019–2020 in accordance with the regulation. The Institute has an established system for the maintenance and utilization of computers, classrooms, and equipment on the campus. The main purpose of the regular maintenance cell is to ensure that all necessary equipment for maintenance in production is always to carry out its efficient work. The Cell also looks after cleaning, lubricating and making minor adjustments. It also reduces equipment failure and unplanned downtime. This is one of the top reasons why organizations focus on maintenance cell. It helps with workplace safety and also to keep costs under control by improving equipment efficiency.

#### The objective of the Maintenance Cell:

- Classrooms with furniture, library aids, Seminar Hall, and Auditorium, teaching aids are maintained by maintenance cell committee members.
- 2. Focus on Future work by maintaining assets and equipment list.
- 3. Maintenance of Computer hardware as well as software.
- Estimate Job based on Planner Expertise by creating a checklist for every maintenance work order and keeping track of the same.

Sr. No.	Members	Designation	Mobile No.	Email.id	Sign
1	Prof . Shivangi Dhondge	Chairman	9699863427	shivangidhondge@gmail.com	Got.
2	Dr. Sukhada Mhatre - Chirate	Management representative	9702026485	sukhadamhatre@gmail.com	Sucleich
3	Mr. Vinay R. Mhatre	Administrative staff	9699426892	vinayrmhatre@gmail.com	Orit-
4	Mr. Manohar N. Bandgar	Administrative Staff	913747885	bandgar.manohar@gmail.com	Baudge
5	MR. Sujit Chirate	Website Developer	9820978870	sujit.chirate@gmail.com	Whitak

All the members are requested to take note, of the same and co-operate in maintaining a conducive academic atmosphere for our students in college.

The committee should conduct meetings as per the requirements and records be maintained accordingly. The entire concerned is requested to take note and act accordingly.

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Reference No:-

Founder :- SHIKSHAKMITRA PRINCIPAL BALASAHEB MHATRE

Date:- 25 6 2020

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	Dr. Sukhada Mhatre - Chirate	Management representative	9702026485	sukhadamhatre@gmail.com	-
3	Mr. Vinay R. Mhatre	Administrative	9699426892		Derleich
4	Mr. Manohar N. Bandgar	Administrative Staff	913747885	handgar man-l	U-1
5	MR. Sujit Chirate	Website Developer	9820978870		Paud

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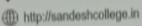


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# Founder: SHIKSHAKMITRA PRINCIPAL BALASAHEB MHATRE

Reference No:-

## Office Order

Date: 23 6 2021

The "Maintenance Cell" has been established for the Academic Year 2021-2022 in accordance with the regulation. The Institute has an established system for the maintenance and utilization of computers, classrooms, and equipment on the campus. The main purpose of the regular maintenance cell is to ensure that all necessary equipment for maintenance in production is always to carry out its efficient work. The Cell also looks after cleaning, lubricating and making minor adjustments. It also reduces equipment failure and unplanned downtime. This is one of the top reasons why organizations focus on maintenance cell. It helps with workplace safety and also to keep costs under control by improving equipment efficiency.

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Sr.	Members	Designation	Mobile No.		Elde.
No.		Chairman	9699863427	shivangidhondge@gmail.com	
	Prof . Shivangi Dhondge	Chairman		sukhadamhatre@gmail.com	Suched
2	Dr. Sukhada	Management	9702026485		China
	Mhatre - Chirate	representative Administrative	9699426892	vinayrmhatre@gmail.com	(DU)
3	Mr. Vinay R.	staff		bandgar.manohar@gmail.com	anoudo
4	Mhatre Mr. Manohar N.	Administrative	913747885		
,	Bandgar	Staff	9820978870	sujit.chirate@gmail.com	Shrite
5	MR. Sujit Chirate	Website Developer	7020770070		

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# Founder: SHIKSHAKMITRA PRINCIPAL BALASAHEB MHATRE

### Reference No:-

## Office Order

The "Maintenance Cell" has been established for the Academic Year 2022-2023 in accordance with the regulation. The Institute has an established system for the maintenance and utilization of computers, classrooms, and equipment on the campus. The main purpose of the regular maintenance cell is to ensure that all necessary equipment for maintenance in production is always to carry out its efficient work. The Cell also looks after cleaning, lubricating and making minor adjustments. It also reduces equipment failure and unplanned downtime. This is one of the top reasons why organizations focus on maintenance cell. It helps with workplace safety and also to keep costs under control by improving equipment efficiency.

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Sr.	Members	Designation	Mobile No.	Email.id	Sign
No.		Chairman	9699863427	skant261161@gmail.com	Solet
1	Dr. S.A. Ajgaonkar	Chairman			
	Dr. Sukhada Mhatre - Chirate	Management representative	9702026485	vinayrmhatre@gmail.com	Sulerda
3	Mr. Vinay R. Mhatre	Administrative staff	9699426892		( Dit
4	Mr. Manohar N.	Administrative Staff	913747885	bandgar.manohar@gmail.com	Barden
5	Bandgar MR. Sujit Chirate	Website Developer	9820978870	sujit.chirate@gmail.com	Printe

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# Founder :- SHIKSHAKMITRA PRINCIPAL BALASAHEB MHATRE

Reference No:-

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Date:-21/7 2023

The "Maintenance Cell" has been established for the Academic Year 2023–2024 in accordance with the regulation. The Institute has an established system for the maintenance and utilization of computers, classrooms, and equipment on the campus. The main purpose of the regular maintenance cell is to ensure that all necessary equipment for maintenance in production is always to carry out its efficient work. The Cell also looks after cleaning, lubricating and making minor adjustments. It also reduces equipment failure and unplanned downtime. This is one of the top reasons why organizations focus on maintenance cell. It helps with workplace safety and also to keep costs under control by improving equipment efficiency.

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3	Mr. Vinay R. Mhatre	Administrative staff	9699426892	vinayrmhatre@gmail.com	Put
4	Mr. Manohar N. Bandgar	Administrative Staff	913747885	bandgar.manohar@gmail.com	Manda
5	MR. Sujit Chirate	Website Developer	9820978870	sujit.chirate@gmail.com	Chrace

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### Founder: - SHIKSHAKMITRA PRINCIPAL BALASAHEB MHATRE

Reference No:-

Date: 13/7/2018

### Office Order

The "Maintenance Cell" has been established for the Academic Year 2018-19in accordance with the regulation. The Institute has an established system for the maintenance and utilization of computers, classrooms, and equipment on the campus. The main purpose of the regular maintenance cell is to ensure that all necessary equipment for maintenance in production is always to carry out its efficient work. The Cell also looks after cleaning, lubricating and making minor adjustments. It also reduces equipment failure and unplanned downtime. This is one of the top reasons why organizations focus on maintenance cell. It helps with workplace safety and also to keep costs under control by improving equipment efficiency.

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