



# St. JOSEPH DENTAL COLLEGE

(A Post Graduate Dental Institute)


Duggirala, ELURU - 534 003, Eluru Dt., A.P., INDIA

☎ : +91 08812 - 277583, Fax : +91 08812 - 277767

## ROLES & RESPONSIBILITIES OF MAINTAINANCE COMMITTEE

- Monitor and address maintenance requests
- Schedule routine maintenance tasks
- Coordinate repairs and replacements
- Ensure compliance with safety regulations
- Conduct regular facility inspections
- Identify and prioritize maintenance needs
- Plan, and manage the budget for major repairs or replacements
- Develop and update maintenance policies and procedures
- Ensure cost-effective maintenance solutions
- Inform stakeholders of maintenance activities
- Maintain maintenance records and documents
- Conduct regular meetings to discuss maintenance issues
- Develop and implement emergency response plans



  
Dr. N. SLEEVA RAJU  
Principal  
St. Joseph Dental College  
Duggirala, Eluru-534 003  
Eluru Dist., A.P., INDIA