

Prasad V. Potluri Siddhartha Institute of Technology (Autonomous)

Kanuru, Vijayawada – 520 007

(Affiliated to JNTUK, Accredited by NBA, ISO 9001:2015 Certified Institution)



Criteria - IV

4.4.2. Maintenance Registers

S.No.	Date	Department	Nature of Complaint where	Who give Complaint Signature
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① 6/7/18 EEE Tube Light not working Room no: 140
D. BANAST

② 10/07/18 Mechanical Room NO: 334, Fan not working K. Venkata Rao - KVR

3 10/7/18 I.T Lab Room no: 316, Computer Tables - 4 Switches. J. Jaganand.

④ 11/7/18 ECE class Room NO: 353 & 371 Fan was not working (sound) - A. Raju
18/7/18 Library Tubelight - 5 not working T. Katuru

5 18/7/18 EEE 2 Fans not working Room NO: 437 (E-Tantra Lab) R. Swathi

19/7/18 MECH Room NO 229 - motor bearing sound (Mech. Library Lab) N. Raghavamu

19-7-18 FED 422C Research Lab switch burned down contact: 418 room G. SREDEVI 8125820455

20/7/18 MECH 3 Fans bearing sound not working SHOP (Kinsmithy) N. Raghavamu

22/7/18 ECE class Room no: 341A - Tubelight + Fan - Repair
341 - Tubelight Repair
371 - Tubelight + Fan Repair
366 - Tubelight Repair

24/07/18 ECE Room NO: 267 (CE Lab) Fan not working P. Mohan Rao

27/7/18 CSE CSE Room NO: 210 (class room) Fan not working
Room no: 904 (Staff Room) Fan not working
J. Jaganand
(Faculty Advisor)
CSE

Work Completed on in Completed	Who attend Complaint Signature	Remarks
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work completed Nagendhar, Mohan KVR

work Completed Arun, Nagendhar J. Jaganand

work Completed Mohan, Nagendhar KVR

work Completed Nagendhar, Arun J. Jaganand

work Completed Arun Kumar, K. Nagendra Babu KVR

work Completed Arun, Mohan J. Jaganand

work Attended Arun Kumar, Mohan Rao J. Jaganand

work completed P. Mohan Rao Arun J. Jaganand

work assigned Arun, Mohan J. Jaganand

work assigned P. Mohan Rao, Nagendhar KVR

work assigned P. Mohan Rao, Arun KVR

S.No.	Date	Dept.	complaint	Signature	S.No.	Date	Dept.	complaint	Signature
1.	19/2/2019	MECH	Switch Replacement Room No: 124 Machine shop-I	K. Srinivas					
2.	8/3/19	Civil Library Room 15.1.	Tube light problem	G. Venkatesh	8/3/19	Civil		K. Srinivas	10
3.	11/3/19	Library	2 Tube light.	A. Jeeva			work completed.	P. Mohan Rao, Nagaraj	
4.	18/3/19	Communication Lab Room No: 261	10 KVA Servo Stabilizer Continuous power generation		20/3/19	Attendant	Shubhakar	P. Mohan Rao	Nagaraj
5.	25/3/19	EEE (Dept. Library) 245	Fan problem		26/3/19		work completed	P. Mohan Rao.	
6.	25/4/19	EEE (Dept. Library) 245	Fan problem		3/6/19	Civil Room No 146		P. Mohan Rao	245
7.	10/5/19	ME Dept (Room: 231)	Tube light holder Peristaltic (401239774) phone	H. L. Ravi			work completed.	P. Mohan Rao	
8.	3/6/19	IT Dept (Room: 304)	Fan not working		3/6/19		work completed	Arun, Mohan Rao	
	7/6/19	IT Dept	329/A & 303 Not working Fan	Ch. M. Kothuram	13/6/19	EEE	Fan not working in class room No: 365		A. Jeeva
	10/6/19	FED	Fix one LED tube light in FED-FED rooms. Room No: 418				work completed	Mohammed	
	14/6/19	EEE 3rd Year S2 Room: 263	Fan is not working properly	Gayatri	24/6/19	EEE	Fan not working	K. Srinivas, Arun	

S.No	Date	Dept	Complaint	Sign	Status	Attended by	Signature
1	21-6-2019	310, 316	Tubelight and fan not working	At+9A	21/6/19 310 completed	Arun, Abhishek	
2	21-6-2019	Library	2 TUBELIGHTS & 1 FAN	Ah	27/6/19 work complete	P. Mohan Arun	
3	26-6-2019	231 (ME)	Tube light is failed	At	27/6/19 work complete	P. Mohan Arun	
4	26-6-2019	123 (ME)	Fan Repair	At	11/7/19 MBA (Room no) 460 (FAN-1)	G. Ravi	
5	26-6-2019	ME Basic Workshop	Fan Repair (House wiring)	At	work completed	Arun Mohan Arun	
6	27-6-2019	ME CAM	Fan Repair	At	work completed	Arun Mohan Arun	
7	27-6-2019	ME 122	Fan Repair	At	work completed	Arun Mohan Arun	
8	2-7-2019	Library	2 Nos. Three pin plug	At	work completed	Arun Mohan Arun	
9	3-7-2019	AD Lab (216)	1 Fan & 1 Tubelight Problem	At	work completed	P. Mohan Arun	
10	3-7-2019	PL Lab (224)	Fan & 2 lights Problem	At	work completed	P. Mohan Arun	
11	3-7-2019	RD Lab (211)	2 Fans & 2 led lights Problem	At	work complete	P. Mohan Arun	
12	3-7-2019	Room no FFF	Room no 149. Tube light not working	At	work complete	P. Mohan Arun	
13	4-7-2019	Class Room no 365, 316	3 No's Tubelights not working	A. Ravi	work completed	Arun Mohan Arun	
14	5-7-2019	Class Room no 371	Fan Bearings problem	A. Ravi	work completed	Arun Mohan Arun	
15	16-7-2019	Class Room no 341	Gang Box Broken 3+3 Braked	A. Ravi	work complete	P. Mohan Arun	
16	17-7-2019	Room no 308	3 new tube lights need. All three tube lights are not working	At	work complete	Arun Mohan Arun	
17	19-7-2019	Room no 353	Fan Not working	A. Ravi	work complete	Mohan Arun	
18	19-7-2019	Room no 367	Comp table not working	At	work complete	Mohan Arun	
19	20/7/19	PD Green Room	New Tublig ?	By. P. Mohan	work complete	Mohan Arun	
20	22/7/19	Room no 368	Tubelight not working	At	work complete	Mohan Arun	
21	23/7/19	Room no 124	Tubelight and wiring change to be done	At	work complete	Mohan Arun	
22	01-08-2019	Room No: 334	3 plug pin sockets - 3 nos	At	work complete	Mohan Arun	
23	14/08/2019	Room No: 146	Fan Not working	B. Arun	work complete	Mohan Arun	
24	14/08/2019	Room No: 192	Fan not working 1 no	At	work complete	Arun Mohan Arun	

Sl No	Date	Branch	Complaint	Sign
1	30-1-2020	R.No. 308	25 → wall Casing, 1 Tube light. 1 fan Repair 306 → wall casing. 01 tube light 323 IT → 1 fan Repair	Hogad
2	31-01-2020	208	2 Tube lights not working English lab 208	Sign
3	1-02-2020	244	Socket, 3 switches [Printer purpose]	De
4	1-02-2020	210	Fan problem	p.sadashy
5	5/2/20	Room No: 123	2 Lights problems	S
6	06/02/2020	Stop Basic work	Mechanical Need socket and power connection for cooler (Mechanical Dept).	Chait
7	12/02/2020	CF	Classrooms 2nd year, 2 Lights 1 Fan problems Room no: 155	B. V. Laksh
8	12/02/2020	CF	Host Room 2 Lights problems Room no: 158	B.V
9	29/02/2020	CF	Room no: 158 Sub problem	B.V

work completed.

work completed

work completed

Amm, Mohan Rao.

work completed

work completed.

work completed

Amm, Mohan Rao, Nagaraja Babu

work completed

K. Nagaraja Babu

work completed

K. Nagaraja Babu

Problem solved.

K. Nagaraja Babu

work completed.

K. Nagaraja Babu

DATE	DESCRIPTION	STATUS	REMARKS
03/09/2020	Need a fan at Room No- 450 (back in available)	Done	
03/10/2020	Fan repair & one tubelight & one Switch board for system. Room no-434	Done	
03/10/2020	Fan repair - Room NO: 415	Done	
8/10/20	465. Room not working FAN & TUBELIGHT	Done	
22/10/20	FAN REPAIR & SWITCH BOARD FOR ROOM [METALLURGY LAB - 229]	Done	
5/11/20	367 - Fan problem (RSD)	Done	
5/11/20	355 - EDC Lab - Fan problem	Done	
5/11/20	356 - ^{out side} Switch problem (SAF)	Done	
8/11/20	MBA Dept Room NO. 465. 465 2. Tubelight Not working	M. Suresh	
11/11/2020	R.No. 218 AC - Server Room need to give Power Connection.	SR	
11/11/2020	R.No. 218 - Two 5A power sockets problem	SR - No sound	
23/11/20	R.No 487 - Fan is running slow	Ampara	
30/11/20	Room no. - 367 EDC RSD 5. Work complete table supply problem	Attended	
1/12/20	Room no: 108 Ceiling Fan not working	not working	
4/12/20	Room nos: 212 & 219 Fan Baring sound	D. Sedish	
5/12/20	463. MBA. Work complete	not working	
7/12/2020	Room NO 153 civil tube light not working	Band	
7/12/2020	Room NO 346 civil tube light and am not working	Band	

Sixth

NBL - MDA. Dpt Fan Not working - Vazalane

Dpt 8/4/21

19/4/2021 Digital Library Two fans not working - JH

18/6/2021

218

R.No 217 Electrical timer not working &

work completed

~~20/6/2021~~

12/7/21

lab room

Room No 308

In lab 308 staff room fan is not working.

work completed

17/7/21 ECE

Room 265

M. Mahalingam FAN Repair

27/7/21 Library

Library

6 P Tube Lights

work completed

07/08/21 MECH

Room No: 301 (CAP LAB)

Fan not working properly - @

work completed.

1/9/2021 CSE

Room No. 217

Server Room Airconditioner supply Problem

work completed.

20/9/2021 CSE

R.No: 462

Fans problem

urgent *** new electrician

31/9/21

PD Dpt

147 Room

TUB Lights not working

→ M. KOTESWARARAO

work completed

6-10-21

EEE

133, 135

reading light not working @di

25/10/21

E-E-E

139

Electrical machines -

(2 fan not working)

(1 Fan Slow Running)

V. Siva Kumar

29-10/21

CSE

224

3-Fan, 5-lights, Table power Problem - switch.

P. Srinivas Rao 17 July, 2010, Tulu 2 work capture

100W. Blue 824

Stabs 1913

work capture

3. 20S capacitors = 3.

P. Srinivas Rao

R. Srinivas Rao

29-10/21

CSE

216

2-Fans; 2 lights; 8-Table power switches problem

work capture

04/11/2021

CSE

208

1-Fan, 2-lights problem

[Name not correct No: 9000998719

Labs]

contact Name: N. Chaitanya Krishna

work completed

28/3/22	MBA	CIVIL. Dept. Room-157. Lunch. Repair. 155. 155. Lunch. Repair 154 class Rom Lunch. Repair class. Rom Fan. Repair. Civil. Akhand? 154, 155.
29/3/22	Library	Library 2 Tube lights. Digital Library 1 Fan Repair.
4/4/22	218	2 Tube lights are not working in, Computer Lab (in Two Sets)
4/4/22	366 371 353 341A 341	2 Tube lights, 1 Tube light set Fan, Tube light set - 1 Tube light set - 1 Tube lights - 2 Tube light - 1
07/04/22	122A	Simulation Lab 1 fan Repair Machine Lab ① Fan problems
18/4/22	301, 322	I.T. class Room, Staff Room. Electrical Sockets problems.
28/4/22	216, 224	Light, MCB, Sockets, table Switch, has to be replace

20/4/22	Branch Library	Digital Library 2 Tube lights 2 Fans.
25/4/22	MBA	Room NO: 460 - 2 Fan problem
25/4/22	CSE	Room NO: 210 FAN Problem
28/4/22	CSE	Room NO: 216, 224 light MCB sockets, table switch problem
29/4/22	EEE	Room: 342 8 Fans Condensers Problem. Fit to the New Condensers in NPHC Lab.
10/5	CSE	Room No 151. Civil Library Fan Repair (Brand Change)
12/5/22	ECE	Ceiling Fan Change to Front to Back in class Room NO: 341A
12/5/22		① Ceiling Fan (New) Required in class NO: 341A ② New Ceiling Fan Required in class NO: 365 ③ Fan condenser Problem in class NO: 365
24/5/22	CSE Dept	3+3 Gang Box, English Lab, CSE Dept Purpose Computers
29/6/22	IT Dept	301 fan Repair
25/6/22	CSE	216, 224, complaint on Written 28/4/22, Same problem not Cleared. (MCB, table switch (224), Gang boxes, switch (216) tube light problem, replaced with new bulb

Date	Branch	Switch Board's Repairs	Signature
4/7/22	CIVIL	143-154-155-FAN-Take-Box	G. Raja
4/7/2022	ECE	Room No: 266 and 258 Tubelight Repair	A. Raju
4/7/2022	P2 part	not working FAN 151 Room NO-148. Room	MHR
8/2/22	MECH	(3+3) Fan box Draining (No. 4) Cables (348)	G. Raj
12/7/2022	FED	physics lab, R. No: 424, 422A Tubelight 300W	M. Raju
12/7/2022	MECH	Machine lab R. No: 122 Tubelight 300W	
13/1/22	NBA	Not working FAN. MBA 451	A. V. N. Sankar
2/8/22	M.B.A	463, 464, 466 Fan - FAN Repair not working FANS	ALVIA
19/8/22	CSE	216 lab light & table power plug & MCB problem	M. Jyoti
2/9/22	CSE	216 Lab 2 Tubelight & MCB Problem	J. Saravai
29/9/22	CSE	Room No:- 462 English Lab Installation of Projector Stand	Gangasrin
01/10/22	Mech	Room NO: 123, Fan not working	Dinesh

Date	Branch		
		work completed	Arum, Rajesh.
		2-Boxes Replace	Arum, Rajesh, Mohan Kumar
		Replaced	Nagendra Kumar
		work completed	Arum, Rajesh.
		Tubelight problem completed	Arum, Rajesh.
		work completed	Arum

Date	Branch	Repair work. Room	
(N) 13/03/2023	FED	Room No: 422 'C' (Ep lab) Fan problem	M. Rupa 1st power.
1/4/2023	FED	Room No: 446 (Stable room) (Fan is not working)	AC
20-4/2023	IT	Room No. 309. Fan Repair	Client
29/4/23	CSE	Room 224 MCB problem	M. Jy
29/4/23	CSE	Room 216 Lights - 4 problem failed	J. Jai
29/4/23	CSE	Room 224 Fan Switch. Not working. ② lights failed	M. Jy
9/5/23	EEE	Room No: 251 (stable room) Fan problem	B.B.S. Raba
11/5/23	CSE	Room No: 201, 224 Lab 232, Staff Room - fan not working	D. Jy
12/06/23	FED	Room No. 419 (class room) Fan not working	K. Jy
20/6/23	EEE	Room No. 247 Change the place of socket & switch	M. Jy
20/6/23	CE	Room No: 153 (TE Lab) Tube light or switch problem	K. Jy
20/6/23	MIS	MOS Lab - Tube light (Abdul Kalam Room)	

Work attached Fan Replaced.	Nagendra Rajesh
Work attached new fan	Rajesh Nagendra
MCB problem (changed)	Rajesh Nagendra
New fan & 1 led & Starter 1	Rajesh Nagendra
Capacitor changed	Rajesh Nagendra
224 lab One new fan & one led Replaced	Rajesh Nagendra
Capacitor changed	Rajesh Nagendra
Completed	Rajesh Nagendra
Switch & tube light problem 6 Amps Switching & 20 watt led Replaced.	Rajesh
Room complicated	Nagendra

2022-23

✓
Date: 09-06-22 Mechanical Engg Deptⁿ Excel System Prob^m P.G. Amale

15/06/22 Room no 340

PC problem

Real time clock power loss Error.

A

21/06/2022

Room no : 361 (ECE Dept Library)

PC not getting started.

A

30/06/2022

Room no 340

OS problem

A

30/06/2022

Room No 260

NET problem

P. Jankar

1/08/2022

ECE Dept office

System is not working

C. Subbarao
HOD

2/08/2022

CSE Dept. (Room 218)

OST 06, 18, 27, 30, 34 { system problem
No display skindar

10/08/2022

ECE Dept office

RAM installed

OS win 8. is required

HOD sir requested

C. Subbarao
HOD

10/08/2022

NCC Office

Office system is not working

H.N. Dhadhurya
ANO

→ Mech Exam cell desktop formatted and OS,
Softwares, Printer installed.
now System OK.

V.V. Sum
9/6/22

→ CMOS battery problem, changed
the CMOS now System OK.

V.V. Sum
17/6/2022

→ RAM Problem, cleared. now
System OK.

V.V. Sum
22/6/2022

→ New OS installed on 2/7/2022. Now
System working fine.

V.V. Sum
2/7/2022

→ problem solved

→ ECE HOD said system is slow. I said
2GB RAM and 128 GB SSD HOD wanted.

V.V. Sum
2/8/2022

→ 6 no's of Systems Cleared.

→ 2GB RAM & 128 SSD required
intimated to HOD ECE Sir.

V.V. Sum
11/8/2022

→ System changed, now System OK.

Jayl
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V.V. Sum
10/8/2022

6/1/2022 251 Civil Library
system problem

24/01/22 342 MP MC Lab
moodle system switch problem

4/02/22 447 staff room
system problem 8500401246
V. Praveen Kumar MBA.

4/2/22 Digital Library
system 10-14 and 17 network at Kateri

07/2/22 ① Room: 460
Dept. MBA class room
Internet problem → solved
② 280 Dept. office
Internet problem → solved

16/2/22 CIVIL CAD LAB.

18/2/22 CIVIL CAD LAB.

19/2/22 ECE Dept (Dphes)
Rooms: (255). One system
Not working - Broken.

26/2/22 Digital Library system not working Internet not working
J. Kabin

→ Problem cleared. power cord problem.
V.V. Suresh

→ switch OK. System under warranty. V.V. Suresh

→ Problem Solved. Audio drivers problem.
V.V. Suresh

→ Two systems cleared. now systems OK.
one system OS, one system
Cmos battery. V.V. Suresh

Jay
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→ 2 no's of New Systems was Assembled and OS
install now OK.

→ Other 2 Systems New one was Assembled
V.V. Suresh

→ Mother board Problem. intimated to lab techni-
cian. V.V. Suresh

→ Cleared the 2 Systems.
V.V. Suresh

3/7/2020. Admin office Accounts Systems
anti virus renewal.

7/7/2020. Mech HOD System Scanner problem.
Can't show Scanner.

15/7/20. CAD Lab Sys no: 61 CPU not
working. NO Power.

18/7/2020. Central Library 2 Systems not
working.

24/7/20. CSE HOD System Internet not
working.

28/7/20. ROOM NO: 261 One System not
working.

6/8/2020. ID Card Computer Problem.

11/8/2020. ROOM NO: 456. System 'OS' problem
(Training & Placement)

→ Kaspersky Antivirus was expired. New
Licence key was installed, Scanned
the Sys. V.V. Suresh

→ Mech HOD Scanner Problem with
USB cable. Cannon Lide 200
Scanner New cable was Purchased.
Now OK. V.V. Suresh

→ CAD Lab Sys 61 was M/B Prob. New
M/B was installed. Now OK. V.V. Suresh

→ Central Lib 1 System was OS Prob.
another was power button problem
Replaced with old one. Now OK. V.V. Suresh

→ LAN cable problem, resolved the
issue. Now OK. V.V. Suresh

→ Ram beeps comes, cleaned the RAM
and inserted. OK. V.V. Suresh

→ HDD Problem, HDD not detected.
New HDD installed OS, Softwares
done. V.V. Suresh

→ System formatted and OS, softwares
installed. Now OK. V.V. Suresh

Jayl
HEAD

10/7/2019

TEJP Cell System was
not working properly.→ SMPS problem, Power Supply not come
new SMPS installed, OK.

V.V. Suresh

14/7/2019

IT HOD UPS was not
working.→ It had ~~ss~~ ups problem with Battery.
Replaced the new battery and now
UPS OK.

V.V. Suresh

19/7/2019

CC Lab System no: 40 not
working.→ System no: 40 was RAM problem, New
RAM installed. OK.

V.V. Suresh

22/7/2019

PL LAB System no: 25
keyboard not working.→ System OK. Keyboard is not working
wire problem. Replacing the wire and
now Keyboard OK.

V.V. Suresh

27/7/2019

A.D office Ramadevi Madam
System shows virus.→ Used virus pendrive and System works
malfunctioning, Anti virus installed and
cleaned. Some virus was removed.

V.V. Suresh

12/8/2019

Principal System problem.

→ Principal Sir System problem with
monitor, no power in the monitor.
monitor Power Supply problem.
Replacing with new monitor.

V.V. Suresh

Jayd
HEAD

ACADEMIC YEAR

2018-19

2

6-7-2018 Room NO: 249, CIVIL
CAD LAB Systems repair

✓

10-7-2018 Room 457 (MBA)
System is not working

✓

13/7/2018 Room NO: 153 CIVIL
DEPT TE Lab CPU Not working

15/7/2018 Room NO: 342 EEE DEPT
MPMC Lab 2 Systems are
not working

18/7/2018 Room NO: 261 Communication
System Lab NASK Sir System keyboard
not working

8/8/2018 342 MPC Lab Moodle system
Switch Problem.

3

→ 2 Systems found problems.
one is RAM problem, replaced the RAM
Other one is STPS Problem, New STPS
installed. OK.

V.V. Senu

→ System Monitor Problem, NO Power.
Monitor replaced with working one.

V.V. Senu

→ TE Lab Server had found problem
with Noise. Data is taken and
New one installed.

V.V. Senu

MEASUREMENTS
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→ one System prob found with power
Switch. Second one ~~is~~ OS problem.
cleared the both problems.

V.V. Senu

→ System Keyboard is not working.
Broken the wire. New one replaced.

V.V. Senu

→ Another old System Switch was taken
and inserted into moodle System.
Now System is OK.

V.V. Senu

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