



SREE NARAYANA NURSING COLLEGE

Stonehousepet (po), Chinthareddypalem, Nellore - 524002.

Ph No: 0861-2318300 | Fax: 0861-2318300.

e-mail: sreenarayana.nursing12@gmail.com | principal.snncc@narayanannursingcollege.com

Website: https://sreenarayanannursingcollege.com

Recognized by Indian Nursing Council vide letter No. 02/Sep/2006 INC dated : 29.09.2006

A.P. Nurses & Midwives Council Letter No. APNMC/CON/5212/2006, dated: 4/11/2006

Affiliated to Dr. N.T.R. University of Health Sciences, A.P. Vijayawada.



Maintenance Department Work Progress Report - May 2024

Complaint Date	Name	Designation	Location	Resolved date	Task	Resolved Time	Status
02-05-2024	Nagaraju	Plumber	Lecture Hall 1	03-05-2024	Mopped floors and cleaned windows	12:15 PM	Completed
04-05-2024	Kotaiah	Office Assistant	Administrative Block	05-05-2024	Sorted and filed official documents	4:30 PM	Completed
07-05-2024	Sai Deep	Electrician	Library	08-05-2024	Replaced damaged light fixtures	12:30 PM	Completed
09-05-2024	Sreenivasulu	Plumber	Hostel Block A	09-05-2024	Fixed water leakage in bathrooms	1:00 PM	Completed
12-05-2024	Narasimhulu	Electrician	Adult Health Nursing lab	13-05-2024	Installed new electrical sockets	10:50 AM	Completed
14-05-2024	Kondaiah	Plumber	Cafeteria	14-05-2024	Repaired kitchen sink and cleared drain	10:45 AM	Completed
17-05-2024	Kotaiah	Assistant Staff	Auditorium	18-05-2024	Arranged chairs and stage setup for event	9:30 AM	Completed
20-05-2024	Panchal	Cleaner	Pediatric Ward	21-05-2024	Disinfected surfaces and cleaned floors	3:45 PM	Completed
23-05-2024	Usha	Maintenance Staff	Ground Floor Corridors	23-05-2024	Organized cleaning supplies and mopped floors	3:20 PM	Completed
26-05-2024	Ankaiah	Groundskeeper	Garden Area	26-05-2024	Watered plants and removed dry leaves	7:30 PM	Completed
29-05-2024	Ravi	Plumber	Classrooms 6, 8	29-05-2024	Emptied trash bins and cleaned floors	6:00 PM	Completed



Principal

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STONEHOUSEPET, CHINTHAREDDYPALEM, NELLORE.

HOUSE KEEPING MAINTENANCE

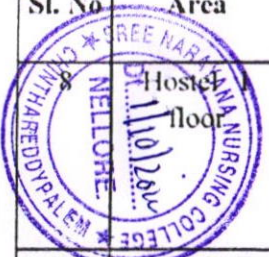
Sl. No.	Activity	Duration	Chemical used	Task performed by	Monitored by	Supervised by	
1	College Ground floor	Cleaning	Garbage: everyday evening floor-Morning&evening. Convenience-3 times/day	Daily-Phenoyl, Weekly Once: Washing with cleaningAcid	Ms.J.Nagamma, Ms.K. Yanadamma	Ms.Ramanamma	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
2	College I floor	Cleaning	Garbage: everyday evening floor-Morning&evening. Convenience-3 times/day	Daily-Phenoyl, Weekly Once: Washing with cleaningAcid	Ms.A.Madhavi	Ms.Ramanamma	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
3	College II floor	Cleaning	Garbage: everyday evening floor-Morning&evening. Convenience-3 times/day	Daily-Phenoyl, Weekly Once: Acid wash	MS.P.Saradha	Ms.Ramanamma	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				



Sl. No	Area	Activity	Duration	Chemical used	Task performed by	Monitored by	Supervised by
	College III floor	Cleaning	Garbage: everyday evening floor-Morning&evening, Convenience-3 times/day		Ms.Plamma	Ms.Ramanamma	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
5	College IV floor	Cleaning	Garbage: everyday evening floor-Morning&evening, Convenience-3 times/day		Ms.Ludiamma	Ms.Ramanamma	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
6	College v floor	Cleaning	Daily-Morning&evening		Ms.D.Nagamani	Ms.Ramanamma	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
7	Hostel Ground floor	Cleaning	Daily-Morning&evening		Ms.J.Nagamma, MS.K.Yanadamma	Ms.Ramanamma	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				

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Sl. No	Area	Activity	Duration	Chemical used	Task performed by	Monitored by	Supervised by
8	Hostel I floor	Cleaning	Daily-Morning&evening		Ms.K.Kamakshamma	Ms.Parameswari	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
9	Hostel II floor	Cleaning	Daily-Morning&evening		Ms.P.Pavani	Ms.Vijaya	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
10	Hostel III floor	Cleaning	Daily-Morning&evening		Ms.A.Nirikshana	Ms.Priyanka	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
11	Hostel IV floor	Cleaning	Daily-Morning&evening		Ms.P.Veeramma	Ms.Vani D	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				
12	Hostel V floor	Cleaning	Daily-Morning&evening		Ms.P.Uma	Ms.Madhavi	Ms.Gunavathi
		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
		Curtains	weekly once cleaning				



SRI NARAYANA NURSING COLLEGE
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 NELLORE-524 002
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SREE NARAYANA NURSING COLLEGE
STONEHOUSEPET, CHINTHAREDDYPALEM, NELLORE.
R.O PLANT MAINTENANCE

Sl.no	Activity	Skilled staff	Monitored by	Supervised by	Duration	Chemical Used
1	Back wash	Mr.koteswar rao,Mr.Narasimhulu	Mr.Penchalaih	Mr.Prasad	Daily	-
2	Changing of filter	Mr.prasad	Mr.penchalaih	Mr.Prasad	Weekly once	-
3	chemical cleaning	Mr.koteswar rao,Mr.Narasimhulu	Mr.penchalaih	Mr.Prasad	Weekly once	100 ml Dosing chemical
4	Membrane changing	Mr.prasad	Mr.penchalaih	Mr.Prasad	1 to 1/2 year	-

SREE NARAYANA NURSING COLLEGE

STONEHOUSEPET, CHINTHAREDDYPALEM, NELLORE.

ELECTRICAL MAINTAINCE CHECKLIST



Building Description : _____

Supervisor Gururafthy

Date: 24/5/2024

		Good Condition generally okay - minor work may be needed	Fair Major work needed to correct deficiencies	Poor Replacement needed - generally not capable of repair	Comment
Floor/Area					
Electrical service					
1	Fixtures	✓			
2	Lights	✓			
3	Switch boards	✓			
4	Switches	✓			
5	Breaker panel/fuse	✓			
6	plug boxes	✓			
7	Motors	✓			
8	Wire circuits	✓			
9	LED	✓			
10	Fans	✓			
11	USB	✓			

Signature of the In charge

Signature of the Principal

Principal
Sree Narayana Nursing College
Chinthareddypalem,
NELLORE - 524 003. (A.P.)

Principal
SREE NARAYANA NURSING COLLEGE
Chinthareddypalem,
NELLORE-524 002

SREE NARAYANA NURSING COLLEGE
STONEHOUSEPET, CHINTHAREDDYPALEM, NELLORE.

ELECTRONIC EQUIPMENT MAINTAINCE CHECKLIST

Building Description : _____

Supervisor : Prasad

Date: 24/5/2024

Item	Floor/Area	Good	Fair	Poor	Comment
		Condition generally okay - minor work may be needed	Major work needed to correct deficiencies	Replacement needed - generally not capable of repair	
1					
2		✓			
3		✓			
4		✓			
5		✓			
6		✓			
7		✓			
8		✓			
9		✓			
10					
Signature of the In charge		Signature of the Principal			



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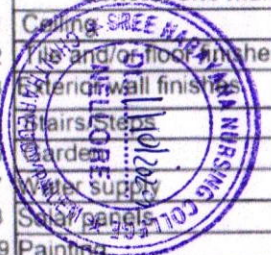
BUILDING MAINTAINCE CHECKLIST

Building Description : _____

Supervisor : Prasad

Date: 25/5/2024

		Good <small>Condition generally okay - minor work may be needed</small>	Fair <small>Major work needed to correct deficiencies</small>	Poor <small>Replacement needed - generally not capable of repair</small>	Comment
Item	Floor/Area				
General site maintenance					
1	Ceiling	//			
2	Walls and/or floor finishes	//			
3	Interior wall finishes	//			
4	Stairs/steps	//			
5	Garbage	//			
6	Water supply	//			
7	Solar panels	//			
8	Painting	//			
9	Parking area/cleaning	//			
Maintenance on Plumbing					
10	Soakage pits	//			
11	Faucets/tapes	//			
12	Wash room /closets	//			
13	Sinks	//			
14	Exhausters	//			
15	Drain strainers	//			
16	Surface drainage	//			
Maintenance on carpenter work					
17	Doors	//			
18	Windows	//			
19	Desks	//			
20	Tables & chairs	//			
21	Storage racks	//			
Signature of _____					



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HOUSE KEEPING MAINTENANCE

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		Mopping	Daily: Morning	soap oil,phenoyl			
		Dusting	weekly once				
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2	College II floor	Cleaning	Garbage: everyday evening floor-Morning&evening, Convenience-3 times/day	Daily-Phenoyl, Weekly Once: Washing with cleaningAcid	Ms.A.Madhavi	Ms.Ramanamma	Ms.Gunavathi <i>Gunf</i>
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 SHEENAMMA NURSING COLLEGE
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Affiliated to Dr. Y.S.R. University of Health Sciences, A.P. Vijayawada.



LOG BOOK




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Date	Sno	Building	Floor	Room No	Complaint	Date	Sno	Building	Floor	Room No	Complaint	Rectified Date
			III rd floor		→ 2 Flush Tank NO water → sink side Tap NO water → Two Taps leakage.	14/3/24		New Building	4 th	2 nd (vani room)	⇒ Geyser ⇒ Tap water leaking ⇒ fan not working.	Rectified 15/3/24 repair not working
1		Mess Building	I st floor		⇒ sink is damaged	14/3/24		New Building	4 th	5 th (Cynara room)	⇒ Tap water is leaking ⇒ water is coming very slowly from taps.	Rectified 15/3/24
2		"	III rd floor		⇒ sink water leakage.							
	8/3/24					21/3/24	1	Mess Building	2 nd	Bathroom side (wash clean area)	⇒ Tap water not coming	Rectified 22/3/24
1	1	New Building	4 th floor		⇒ Wash room water leakage	21/3/24	1	Library	around floor		⇒ 1 - Rat pad is taken.	T. Sink is 22/03/24
				Room no 19	⇒ sink water is leakage.	21/3/24	1	New Building	5 th floor	03	⇒ Urinor pipe water is leakage.	
					⇒ sink-side water leakage.	22/3/24	1	Mess Building	I st floor	17	⇒ Tap water is leaking	Rectified 22/3/24



Rectified 21/3/24

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Chintareddy Palem
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23/3/24

Date	S.No	Building	Floor	Room No	Complaints	Sign	Date	S.No	Building	Floor	Room No	Complaints	Sign
10/3/24	①	Mess Building	1st Floor	02	→ one cot is on one side is no handle. Please immediately fix the handle.		15/4/24	①	Main Hostel Ground floor	→		Door back side no locked.	
10/3/24	②	Main Hostel	4th floor	103	→ one door is full damaged.			②	Sree - Narayana	→		Bath room side door fixing. loose settings the door.	
20/3/24	①	Main Hostel	1st floor	38	→ one window is full damaged. Immediately change the window.		30/4/24	①	Main Hostel	11th floor	57	→ door is broken. Immediately change the door.	
8/4/24	①	Main hostel	5th floor	125	⇒ Cot got damaged. please do immediately			②	Hostel	3rd floor	83	→ door lock is not there. change the door lock.	
							27/5/24	①	New Building	1st floor	01	→ Cots Problem 3.	



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