



VEDAVYASA INSTITUTE OF TECHNOLOGY
Approved by AICTE New Delhi, Govt of Kerala
and Affiliated to APJ KTU, Calicut University

CIRCULAR

10-07-2024

It is proposed to conduct the building committee meeting for the academic year 2024-25 on 26th July at 10.30 a.m. in director's office. All the members are requested to attend the meeting.

AGENDA

- To confirm and approve the minutes of the previous meeting of the Building Committee
- To discuss about the construction of lift and other construction and maintenance work required
- To discuss about the procurement of furniture and other building amenities if any during the academic year 2018-19
- To discuss about the working and procurement of electrical fixtures, testing of water quality, checking the working of fire extinguishers etc.




PRINCIPAL
 **VEDAVYASA** INSTITUTE OF TECHNOLOGY
Near Ramanattukara, Karad Paramba, P.O.
Malappuram District, PIN. 673 632



VEDAVYASA INSTITUTE OF TECHNOLOGY

Kakkove, Malappuram Dt, Kerala, 0483-2832157, Mob: 9446565077
Affiliated To AICTE, APJAbdul Kalam Kerala Technological University , And Govt. Of India

Constitution of Building Committee for the year 2024-25

In compliance with the order with the requirement of Academic Regulations of APJ Abdul Kalam Technological University, Kerala, and Approval Process handbook of AICTE, a Committee as detailed below has been reformed.

Name of the Committee	Building Committee 2024-25
Date of Constitution	10.07.2024
Responsibility of the members	It shall be the duty of the building committee to monitor the requirement /need of the building related issues (Repair, Alternation, New construction, Maintenance & all legal formalities).
Higher Authority / Management	The Committee will report to the Director

Designation in Committee	Name	Designation
Chairman	Dr. Arun Korath	Director, VVIT
Member	Dr. Sangheethaa S.	Principal, VVIT
Member	Prof. Balakrishna Pillai	HoD, EEE
Member	Er. Divya K.K.	HoD, CE
Member	Mr. Padmanabhan	Supervisor

Responsibility of the Cell

- To prepare phase-wise, comprehensive, time-bound plans to construct new buildings (As per AICTE norms), as and when required and get it approved by Governing Council.
- Completing all the necessary formalities regarding the sanction from the concerned authorities.
- To complete the legal formalities regarding land, building and municipal taxes.
- To supervise and monitor all the work under construction and get the work completed strictly as per schedule.
- To prepare a plan for furniture required for various Departments / cells of the Institution.
- To monitor the status of all buildings, to forward the proposals of renovation and maintenance, carry out routine maintenance of the buildings.

The Constitution was adopted by the members to achieve the aims and execution of duties.



Approved by Dr. S. Sangheethaa, Principal.

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
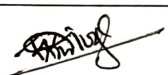

MINUTES OF BUILDING COMMITTEE

The building committee meeting of Vedavyasa Institute of Technology is held on 26.07.2024 at 10.30 a.m. in director's office.

Sl. No.	Name of the Members	Designation	Designation in FC
1	Dr. Arun Korath	Director, VVIT	Chairman
2	Dr. Sangheetha S.	Principal, VVIT	Member
3	Prof. Balakrishna Pillai	HoD, EEE	Member
4	Er. Divya K.K.	HoD, CE	Member
5	Mr. Padmanabhan	Supervisor	Member

Points Discussed	Resolution
1) Welcome by the Chairman	Dr. Arun Korath, Chairman welcomed the members of the meeting. The Chairman ascertained the importance of building committee and the roles and responsibilities of the committee.
2) To confirm and approve the minutes of the previous meeting of the Building Committee	Read and ratified
3) To discuss about the construction of parking facility and other construction and maintenance work required	Mr. Padmanabhan detailed the construction and completion stage of the parking facility. He also briefed about the maintenance work required for hostels and the college building.
4) To discuss about the procurement of	The budget allotted for procurement of furniture

furniture and other building amenities if any during the academic year 2024-25	and other building amenities were discussed and confirmed.
5) To discuss about the working and procurement of electrical fixtures, testing of water quality, checking the working of fire extinguishers etc.	Discussed and rectified

Sl. No.	Name of the Members	Signature
1	Dr. Arun Korath	
2	Dr. Sangheetha S.	
3	Prof. Balakrishna Pillai	
4	Er. Divya K.K.	
5	Mr. Padmanabhan	

Approved by,




Chairman