



AMET
(ACADEMY OF MARITIME EDUCATION AND TRAINING)
(A *de novo* Category DEEMED TO BE UNIVERSITY Under Section 3 of UGC Act 1956)

CRITERION 4

Infrastructure and Learning Resources

KEY INDICATOR

4.4 Maintenance of Campus Infrastructure

Q.M

4.4.2 Systems and Procedures for Maintaining Physical, academic and support facilities

Weblink : https://www.ametuniv.ac.in/naac/c442_Maintenance_support_facilities.html

**Quality Management System (QMS) & Procedures for Maintaining Physical,
academic and support facilities**

(Procedures for Maintenance)



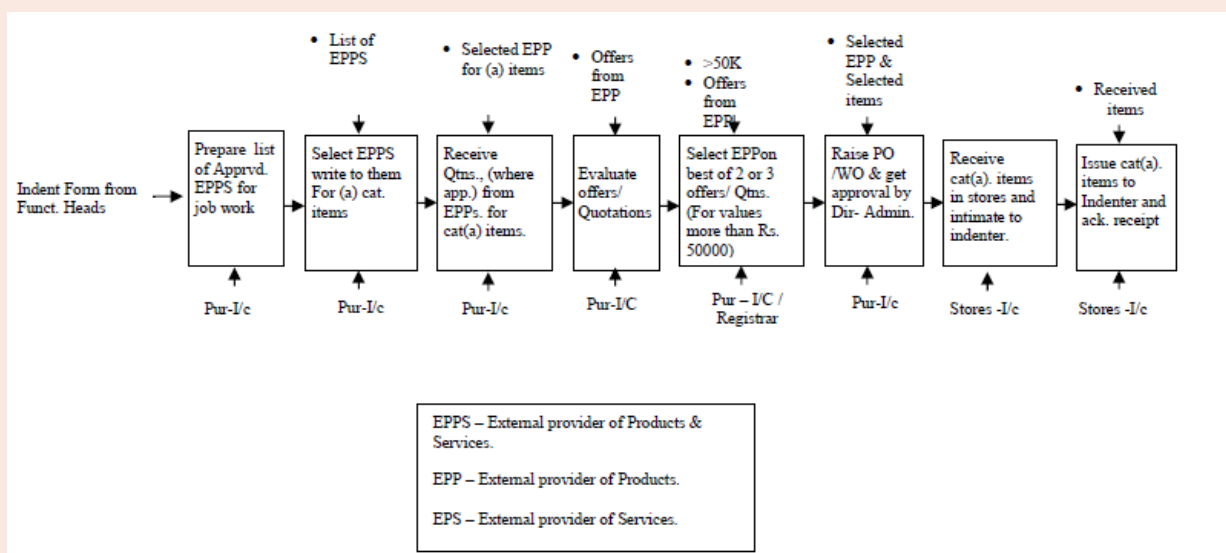
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AMET has Quality Management System (QMS) where Quality Procedure are described for every functional aspects under the requirements of ISO 9001: 2015 standards. Wherever, needed, IQAC also develops forms and procedures to implement and sustain the quality in all areas. Per year minimum two internal audits are conducted to ensure the effectiveness of the process

Quality Procedures for Purchase, maintaining and utilising physical, academic and support facilities



Quality Management System (QMS) Forms


Swimming Pool Maintenance Records

Swimming Pool Maintenance Work Schedule						
For the Month of March 2020						
S.No	Date wise	Name of the section	Filtration Work	Signature	In-charge	Remarks
1	01.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall wash Paddle thruster stick brush cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu	Joe	
2	02.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush cleaning work PST Paddock work Filter reaction running work Deck Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
3	03.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
4	04.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
5	05.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
6	06.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
7	07.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
8	08.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
9	09.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	
10	10.03.2020	1.Mr.Elavarasu 2.G.Sundar 3.P.Logaprakash	Filter reaction running work Shall Floorballish stick brush Cleaning work Filter reaction running work Section stick brush Cleaning work Filter reaction running work Shall Floorballish stick brush	Elavarasu G Elavarasu Elavarasu G Elavarasu	Joe	



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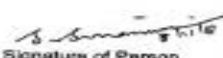
Gymnasium Maintenance Procedure

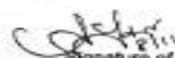
 **AMET UNIVERSITY**
(Under Sec. 3 of UGC Act 1956)


INDENT REQUEST

Indent No: 6508
(To be filed by purchase Dept)
Date: 8/11/18

1. Name of the person making Indent and Designation	: S. SIVAMANI / ASST. DIRECTOR
2. Department	: PHYSICAL EDUCATION
3. Nature of material / Product / Item / Equipment with Specification and Quantity	: GYM SERVICE - I & II
4. Purpose of Indent	: MAINTENANCE
5. Consumable / Capital equipment	: CONSUMABLE
6. If Consumable of repetitive nature when last consume / used	: ONE YEAR BEFORE (28-08-2017)
7. Reason / Justification / Need for Purchase of Product / Item	: YEARLY MAINTENANCE
8. Approximate cost of the item and probable source / Name of the supplier if known	: -
9. In case of Repairs / Replacements nature of repairs	: REPAIRS
10. Material required for repair - quantity and Approximate cost and labour charges	: -
11. Time Schedule of Requirement	: AS SOON AS POSSIBLE
12. Recommendations of the Head of the Department	: RECOMMENDED

Signature of Person Making Indent: 

Signature of Head of the Department: 

Approval of Competent Authority: 

Enclosures, if any:

Controlled Copy

P302REV 00 / 01.10.1



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Work Order for Gymnasium

AMET
 DEEMED TO BE UNIVERSITY
 (A de novo Category)

135, East Coast Road, Kandhar - 603112
 Tel: 044-27472153/57/554/565 Fax: 93-44-27472834
 E-Mail: purchase@ametaniv.ac.in Website: www.ametaniv.ac.in
 GSTIN No.: 33AAATP0243L1Z

Work Order

Work No./Date: 2017-35W02589/04 13/02/2019
 Order No./Date: 0909/04 08/11/2018
 Issuing Dept: PHYSICAL EDUCATION
 Your Quotation No.:
 Your Quotation Dt.:

TO: BEST FITNESS
 UP - STAIRS) Sate Show Rooms, No 4,
 Kallakurichi, Railway Station Road,
 Kallakurichi (Vil),
 Taluk: 605013
 Name: S
 Address: 0854821582

We are pleased to release our Work Order for the following particulars:

S.No	Code	Item Description	UOM	Qty	Rate	Disc %	Disc	GST %	GST	Amount	Required Before
1	SG058	Gym Equipments Multi GYM S Station	Nos	0.00	4800.00	0.00	0.00	0.00	0.00	24000.00	14/02/2019
2	SG058	Gym Equipments Multi GYM S Station	Nos	0.00	3800.00	0.00	0.00	0.00	0.00	28000.00	14/02/2019
3	SG058	Gym Equipments Flat Bench	Nos	0.00	350.00	0.00	0.00	0.00	0.00	2100.00	14/02/2019
4	SG058	Gym Equipments Multi purpose Bench	Nos	0.00	700.00	0.00	0.00	0.00	0.00	7000.00	14/02/2019
5	SG058	Gym Equipments Flat Bench press	Nos	0.00	120.00	0.00	0.00	0.00	0.00	1200.00	14/02/2019
6	SG058	Gym Equipments Chest Press	Nos	1.00	3600.00	0.00	0.00	0.00	0.00	3600.00	14/02/2019
7	SG058	Gym Equipments Home GYM	Nos	1.00	4000.00	0.00	0.00	0.00	0.00	4000.00	14/02/2019
8	SG058	Gym Equipments Lat pull down	Nos	1.00	4000.00	0.00	0.00	0.00	0.00	4000.00	14/02/2019
9	SG058	Gym Equipments Smith Machine	Nos	2.00	3100.00	0.00	0.00	0.00	0.00	6200.00	14/02/2019
10	SG058	Gym Equipments Leg press and leg extension	Nos	1.00	8100.00	0.00	0.00	0.00	0.00	8100.00	14/02/2019
11	SG058	Gym Equipments Commercial Tread mill	Nos	1.00	18000.00	0.00	0.00	0.00	0.00	18000.00	14/02/2019
Sub Total										95500.00	
Excise Duty										0.00	
Sales Tax @ 0.00%										0.00	
High Exc. Duty @ 0.00%										0.00	
Service Tax @ 0.00%										0.00	
Search & Seizure @ 0.00%										0.00	
Total										95500.00	

WD Value (in Words): Rupees Ninety five thousand only

Contract Date: 12/2/19

Remarks if any:
 1. 100% advance payment to be made within 10 days of the date of this order.

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Quality Management System (QMS) and Procedure:

https://www.ametuniv.ac.in/md_attachment/19_AMET_ISO_Certificate.pdf

