

Note submitted to Director:



29th April 2015

Sub: Approval for the Recommendation of the Quarters facilities committee

The committee constituted to review the facilities to be provided in each type of quarters considered the common requests from the occupants, before and after occupation of the quarters. The committee after due deliberation recommended the facilities to be provided and the financial limits for some of the facilities requested by the occupants. The details of recommendation is recorded in the Minutes of the Meeting conducted on 01-04-2015 a copy of which is enclosed herewith.

Director may accord approved for these recommendations so that these can be enforced uniformly in future.

Angy Philip

Chairperson

A handwritten signature in blue ink, appearing to be 'B. S. S.', written over a horizontal line.

Director

**Minutes of the Quarters Facilities Committee Review Meeting held on
01.04.2015 at Engineering Unit Conference Hall**

Members Present

1. Prof. A. Veeraragavan, Chairman Committee
- ✓ 2. Prof. Ligy Philip, Chairperson (EU), Member
3. Prof. Sriram, Dean (Admin), Member
4. Smt. Bhooma, Registrar, Member
5. Shri. Soundaraj, Consultant (Elec), Member
6. Sri. K. Dharmaraj, E.E (Civil), Member
7. Sri. K. Viswanath, E.E (Elec), Member
8. Smt. N.R. Vineetha, A.E.E (RZ), Member Secretary
9. Smt. A. Roslin Gilda, JE (RZ)
10. Sri. V. Asaithambi, JE (RZ)

The committee reviewed the requests from occupants for each type of quarters before and after occupation. The decision taken is given below:

Common Issues:

1. When a quarters falls vacant, the permitted works as given below will be carried out after inspection and getting approval. Subsequently, fit for occupation letter for the renovated quarters will be sent to the estate section for allotment.
2. Once the quarters is allotted, the permissible limit for spending for minor changes based on the request of the allottee is restricted to Rs.20,000/- for higher types (B & C type) and Rs.10,000/- for lower types (D to Z type)
3. The occupant is permitted to carry out any additional alteration/modification works if any, at his/her own expense **only after approval from EU**. Only removable fittings like taps, modular fittings, mounted cabinets which are done at the owner's cost may be taken away by the allottee without damaging the structure/wall/floor/tiles, while vacating the quarters.
4. No new car shed should be erected outside the fenced area of the quarters.
5. Erection of car shed is permitted only inside the fenced area at their own expense, after getting prior approval from competent authorities.
6. The existing concrete/cement pavement in front of the quarters outside the fenced area, if any, will be demolished and levelled.
7. New Mosquito mesh/net shall not be provided. If required, the allottees shall do it at their own cost.
8. If any Quarters needs to be vacated for taking up water proof works, estate section shall intimate the allottee to vacate the quarters, till the works gets completed and shall provide temporary accommodation for the period of renovation.
9. Painting of the quarters will be carried out as per the norms of the Institute. The colour for the painting will be decided by the Institute and the allottee is not permitted to choose the colours of their choice, for internal painting.

The details of work permitted to be carried out in **each of the quarters** based on the request of the occupant / as per requirement is mentioned below.

I. 'B' Type – Twin type (GF + FF)

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications only if the existing flooring found badly damaged/worn out/sunken after approval by chairman (EU)
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level.
- d) Rear side portion in ground floor will be covered with GalAlumin sheet & Grill work including providing cuddapah sink and platform.
- e) Changing of IWC to EWC under medical ground after approval from Chairperson, EU.
- f) Monkey mesh door for front and rear side doors.
- g) Fix monkey mesh for external windows, as per standard specifications.
- h) Sit out and Balcony opening covering with MS grill, as per specifications of the Institute.
- i) If the entrance steps are damaged, replacing with Eurocon step tiles.
- j) Replacing of existing mosquito mesh, if it is damaged.
- k) Civil/Carpentry/Plumbing repair works
- l) Provision of exhaust fan, in kitchen only, based on request

II. 'B' Type – Lake View road

- a) Interior painting to the quarters as per specifications. Common area such as corridor is not included.
- b) Existing flooring will be replaced with tiles as per specifications, after approval by the Chairman (EU)., only if the existing flooring is found badly damaged/worn out/sunken.
- c) Providing shutters below kitchen counter and for kitchen cupboard up to 7'0"level.
- d) Providing weld mesh in the rear side up to 6m long for ground floor Quarters.
- e) For First floor Quarters sit out – Provide weld mesh covering up to 6 m length in between the gap between drop and parapet as per specifications of the Institute.
- f) Fix monkey mesh for external windows.
- e) Changing of IWC to EWC under medical ground after approval from chairperson.
- g) Monkey mesh door for front and rear side doors.
- h) If the entrance steps are damaged, replacing with Eurocon step tiles.
- i) GI sheet roof covering at entrance of ground floor quarters and GI sunshade for kitchen and bedrooms to avoid splash of rain water.
- j) Replacing of existing mosquito mesh if it is damaged.
- k) Civil/Carpentry/Plumbing repair works
- l) Provision of exhaust fan, in kitchen only, based on request

III. 'C' Type - twin type (GF + FF)

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications after approval by the Chairperson (EU), only if the existing flooring is found badly damaged/worn out/sunken.
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0" level.
- d) Rear side portion in ground floor will be covered with Gal volume sheet & Grill work including providing cuddapah sink and platform.
- e) Fix monkey mesh for external windows.
- f) Changing of IWC to EWC under medical ground after approval from chairperson.
- g) Monkey mesh door for front and rear side doors.
- h) Sit out and Balcony opening covering with MS grill, as per specifications.
- i) If the entrance steps are damaged, replacing with Eurocon step tiles.
- j) Replacing of existing mosquito mesh if it is damaged.
- k) Civil/Carpentry/Plumbing repair works
- l) Provision of exhaust fan, in kitchen only, based on request

IV. 'C' Type - 3rd Loop Road

- a) Interior painting to the quarters as per specifications. Common area such as corridor is not included.
- b) Existing flooring will be replaced with tiles as per specifications after approval by the Chairperson, (EU) only if the existing flooring found damaged/worn out/sunken.
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0" level.
- d) The feasibility to be checked for providing weld mesh in the rear side upto 6m long for ground floor flats.
- e) Fix monkey mesh for external windows.
- f) First floor sit out – Provide weld mesh covering up to 6 m length in between the
- g) gap between drop and parapet.
- h) Changing of IWC to EWC under medical ground after approval from chairperson, EU.
- i) Monkey mesh door for front and rear side doors.
- j) If the entrance steps are damaged, replacing with Eurocon step tiles.
- k) GI sheet roof covering at entrance of ground floor flat and GI sunshade for kitchen and bedrooms to avoid splash of rain water.
- l) Replacing of existing mosquito mesh if it is damaged.
- m) Civil/Carpentry/Plumbing repair works
- n) Provision of exhaust fan, in kitchen only, based on request



V. Warden Quarters

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications only if the existing flooring found badly damaged/worn out/sunken, after the approval of the Chairperson, (EU)
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level.
- d) Fix monkey mesh for external windows.
- e) Rear side portion in ground floor will be covered with Galvalumin sheet & Grill work including providing cuddapah sink and platform.
- f) Changing of IWC to EWC under medical ground after approval from chairperson, EU.
- g) Monkey mesh door for front and rear side doors.
- h) Sit out and Balcony opening covering with MS grill, as per specifications.
- i) If the entrance steps are damaged, replacing with Eurocon step tiles.
- j) Replacing of existing mosquito mesh if it is damaged.
- k) Civil/Carpentry/Plumbing repair works
- l) Provision of exhaust fan, in kitchen only, based on request

VI. 'C1' Type

- a) Interior painting to the quarters as per specifications. Common area such as staircase, corridor is not included
- b) Tiling will be replaced after approval of Chairman (EU), only if the existing flooring found badly damaged/worn out/sunken, Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level.
- c) Fix monkey mesh for external windows.
- d) Rear side portion will be covered with Galvalumin sheet & Grill work including providing cuddapah sink and platform for ground floor flats.
- e) Changing of IWC to EWC under medical ground after approval from chairman EU.
- f) Monkey mesh door for front and rear side doors.
- g) Balcony opening covering with MS grill.
- h) Replacing of existing mosquito mesh if it is damaged.
- i) Civil/Carpentry/Plumbing repair works
- j) Provision of exhaust fan, in kitchen only, based on request

VII. 'C2' Type (C2-1, C2-2 & C2-3)

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications after approval of the Chairman (EU).only if the existing flooring found badly damaged/worn out/sunken.
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level.
- d) Fix monkey mesh for external windows.

- e) Changing of IWC to EWC under medical ground after approval from chairperson EU.
- f) Monkey mesh door for front door.
- g) Sit out and Balcony opening covering with MS grill.
- h) Providing common shed for car parking for C2-2 block as done in C2-1 block.
- i) Replacing of existing mosquito mesh if it is damaged.
- j) Civil/Carpentry/Plumbing repair works
- k) Provision of exhaust fan, in kitchen only, based on request

VIII. 'C2' Type (C2-4, C2-5, C2-6 & C2-7)

- a) Interior painting to the quarters as per specifications.
- b) Changing of damaged SS mesh with new SS mesh for windows.
- c) Civil/Carpentry/Plumbing (only repair works)

IX. D-Type

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications after approval of the Chairman (EU).only if the existing flooring found badly damaged/worn out/sunken.
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level.
- d) Replacing existing kitchen counter top cuddapha slab and sink into granite slab with SS sink with single drain board during repair.
- e) Changing of IWC to EWC under medical ground after approval from chairperson EU.
- f) Monkey mesh door for front and rear side doors.
- g) Fix monkey proof mesh for all the external windows
- h) Provision of exhaust fan, in kitchen only, based on request
- i) Existing wooden paneled shutter of the window will be provided with openable mesh shutter based on the request of occupant.
- j) Provide cupboard shutters to Dining Hall if not done already.
- k) Civil/Carpentry/Plumbing repair works

X. D1 Type and MOH

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications after approval of the Chairman (EU).only if the existing flooring found badly damaged/worn out/sunken.
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level.
- d) Replacing kitchen counter top slab cuddapha into granite slab with SS sink with single drainboard during repair.
- e) Changing of IWC to EWC under medical ground after approval from chairman EU.
- f) Monkey mesh door for front and rear side doors.
- g) Provision of exhaust fan, in kitchen only, based on request

- h) Provide cupboard shutters to Dining Hall if not done already
- i) Renovation of chute portion- permitted to complete balance Quarters which was not taken up earlier.
- j) Civil/Carpentry/Plumbing repair works

XI. E Type & E1 type

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications only if the existing flooring found badly damaged/worn out/sunken.
- c) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level.
- d) Replacing existing kitchen counter top cuddapha slab and sink into granite slab with SS sink with single drain board during repair.
- e) Changing of IWC to EWC under medical ground after approval from chairperson, EU.
- f) Monkey mesh door for front and rear side doors.
- g) Provision of exhaust fan, in kitchen only, based on request
- h) Fix type monkey proof mesh for all the external windows.
- i) Existing wooden paneled shutter of the window will be provided with mesh shutter based on the request of occupant.
- j) Provide cupboard shutters to Dining Hall if not done already
- k) Civil/Carpentry/Plumbing repair works

XII. F Type (F1 to F5)

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications after approval of the Chairman (EU).only if the existing flooring found badly damaged/worn out/sunken.
- c) Providing shutters below kitchen counter .
- d) Replacing existing kitchen counter top cuddapha slab and sink into granite slab with SS sink with single drain board during repair.
- e) Changing of IWC to EWC under medical ground after approval from chairman EU.
- f) Monkey mesh door for front and rear side doors.
- g) Fix type monkey proof mesh for all the external windows
- h) Provision of exhaust fan, in kitchen only, based on request
- i) Provide cupboard shutters to Dining Hall if not done already
- j) Civil/Carpentry/Plumbing repair works

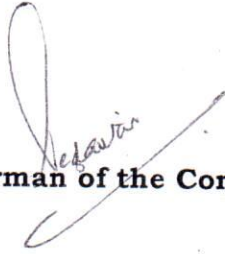
XIII. G Type

- a) Interior painting to the quarters as per specifications
- b) Provision of exhaust fan, in kitchen only,
- c) Changing of IWC to EWC under medical ground after approval from chairperson EU.
- d) Fixed type monkey proof mesh for all the external windows
- e) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0"level

- f) Carpentry/Plumbing repair works

XIV. SSQ/MSQ

- a) Interior painting to the quarters as per specifications.
- b) Existing flooring will be replaced with tiles as per specifications only if the existing flooring found badly damaged/worn out/sunken,
- c) . Replacing existing kitchen counter top cuddapha slab and sink into granite slab with SS sink with single drain board during repair.
- d) Providing shutters below kitchen counter and for kitchen cupboard upto 7'0" level
- e) Provision for exhaust fan, in kitchen only, -based on request.
- f) Changing of IWC to EWC under medical ground after approval from chairperson EU.
- g) Fix type monkey proof mesh for all the external windows
- h) Civil/Carpentry/Plumbing repair works


Chairman of the Committee