

Disaster Management Committee

Minutes of the Meeting

Venue: Dean's chamber

Date: 05.05.2022

Members list:

1. Dr. K. Pitchai Balashanmugam, Dean, CHRI – Convenor
2. Mr. M. Manickam, Head- Infrastructure, CARE - Member
3. Mr. M. Sathish Kumar, Manager, BMS - Member
4. Dr. Karpagavel, Professor, Dept. of Biochemistry, CHRI – Member
5. Dr. Raja. D, Professor, Department of Community Medicine, CHRI - Member
6. Ar. Vaidhyadnan Kannan, Associate Professor, Chettinad School of Architecture - Member
7. Dr. K. Lakshmi, Professor & Dean i/c, Chettinad School of Pharmaceutical Sciences- Member
8. Mrs. I. Vimala, Nursing Superintendent – Member
9. Ms. Ruchi Sinha, Assistant Professor, (SG), Chettinad School of Law- Member
10. Mrs. J. Vetriselvi, Administrator, College admin – Member
11. Mr. Alagappan V, AGM-Project – Member

The convener welcomed the members and took the agenda for discussion.

Agenda 1: To arrange backup for data management

In order to safeguard information and computing resources from various business and environmental threats, systems and procedures have to be developed and implemented for backup of all business data, related application systems and operating systems software. In line with the same the IT team can be requested to develop and maintain a strong backup system in case of any computer disaster or media failure.

Agenda 2: To conduct emergency preparedness drills at regular intervals

The committee suggested to conduct emergency preparedness drill such as evacuation drills and fire management drills at frequent intervals for all the teaching/non-teaching faculties and students of various CARE affiliated colleges and schools in a phased manner.

The convener raised a request for approval of the same to the Registrar and Vice Chancellor. Upon approval the committee decided to prepare an outline of the session that are to be conducted. The convener thanked all the committee members for their valuable opinion and concluded the meeting.



Dr. K. Pitchai Balashanmugam,

Dean - CHRI

Convener - Disaster Management Committee, CARE.

CC:

Vice chancellor, CARE

Registrar, CARE

Dean, CHRI

Principal, CCN

Principal, FAHS

Principal, Law

Principal, Architecture

Members of the committee.