

WORK REPORT | INSTITUTE HOCKEY SECRETARY

Part 1 : Personal Details -

Name: Tavish Mina
Roll No.: 17D070028
Position: Institute Hockey Secretary

Part 2 : Events -

| Event | Details/Remarks |
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| Prarambh Hockey | Conducted the beginners camp, Prarambh. Provided T-shirts as a memento to all those who registered and regularly attended the camp |
| Summer School of Sports Hockey | <ul style="list-style-type: none">Conducted Advance summer camp with 20+ participantsHandled the logistical requirements regarding the equipment, t-shirts etc |
| Hockey GC '19 | <ul style="list-style-type: none">Coordinated with the Hostel Sports-Co's to form teams of hostels for HOCKEY GC.Ensured the on ground execution of all the matches while arranging for officials as well as fulfilling the logistics requirements and regular maintenance of the ground.Smooth conduction was ensured by coordinating with the coach. |
| Aavhan' 19 | <p>Hockey:</p> <ul style="list-style-type: none">Contacted around 20 Teams from and away from mumbai to participate in the Hockey tournament to be held in the institute.Successfully negotiated with alfa hockey to be the title sponsor for the tournamentCreated networks with team coaches of Navi Mumbai, Coorg XI, Ordnance boys for practice matches to be held during Inter-IIT pre-camp & camp.Formed the institute and alumni team for hockey and bagged a silver medal with the institute team as a goalie. <p>Marketing Coordinator:</p> |

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| | <ul style="list-style-type: none"> • Contacted various different social media pages to publicize tournaments of various sports included under Aavhan • Successfully managed to negotiate with famous Instagram pages like Eklavyas, Fisto Sports, etc to ensure publicity of the event • Increased the overall reach of the event, ensuring greater participation in further editions |
| Freshie La Vista | <ul style="list-style-type: none"> • Ideated the event from scratch, with inputs from sports conveners based on their experience as freshmen • Handled all logistical requirements and set up ambiance and events that were to be conducted in the OAT • Looked after the pre publicity of the event by releasing a promo video with clips from the previous edition of the event, and set up photo-booths which were used for post publicity, garnering 3000+ views |
| MHL '19 | <ul style="list-style-type: none"> • Participated in Mumbai Hockey League in Division 2 with 20 teams • Facilitated the required transport and refreshment facilities needed by the team |
| PG Sports Orientation | <ul style="list-style-type: none"> • Coordinated with the PG Sports Council and helped in the conduction of the event |
| Freshmen Orientation | <ul style="list-style-type: none"> • Ideated and executed the event which captivated a footfall of 400+ UG freshmen, showcasing the sports culture in the Institute, introducing and felicitating Sport Officers and Coaches, and making them aware of the various events conducted throughout the year • Looked into the logistical requirements for the event and their timely set up within the Badminton court • Headed the conveners for the smooth conduction of the event, including publicity, freebies, and event-flow |
| 100 Days to Inter IIT Ceremony | <ul style="list-style-type: none"> • Looked after the various logistical requirements, ceremony presentation and event flow of the 100 Days to Inter IIT Ceremony |

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| | <ul style="list-style-type: none"> Made it compulsory for NSO students to attend the event, allowing them to get a glimpse of Inter IIT, and promote bonding with other senior players in the team |
| IITB Half Marathon | <ul style="list-style-type: none"> Led the on-ground route work of the event by ensuring the availability of water and enerzal points at the pre-decided positions, helping the chip activated checkpoint's team and looking after the placement of volunteers. Ensured sufficient registrations from volunteers by providing incentives in the form of t-shirts Coordinated with a team of 200+ volunteers to ensure no glitches in the routes of 5km, 10km and 21km runners |
| Freshiesta | <ul style="list-style-type: none"> Divided the freshmen in teams of three and assigned the floor mentors for Hostel 15 and 16. Delegated work to conveners and coordinated to ensure smooth conduction of events Successfully organised the Freshiesta Crossy and ensured smooth conduction of the final closing ceremony of the event |
| Get Set Fit 2019 | <ul style="list-style-type: none"> Contacted the instructors and negotiated with them to ensure more participation. Ensured venue booking and approvals Initiated year long sessions for the same |
| Dhyanchand Donation Drive | <ul style="list-style-type: none"> Launched the campaign at national sports day Arranged the collection boxes at hostel areas |

Part 3 : Council Work & Miscellaneous -

| Work | Details/Remarks |
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| Yearbook Convocation of Graduating Students | <ul style="list-style-type: none"> Spearheaded the Yearbook work by contacting the past 2 graduated council and previous council. Compiled the Yearbook for every sport and helped in designing the Yearbook. |

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| | <ul style="list-style-type: none"> Presented the annual Yearbook of Sports written by team members for passing out players as a gratitude for their contribution in sports |
| Convener Interviews | <ul style="list-style-type: none"> Part of the Interview Panel for selection of Conveners from the pool of Freshmen applicants Selected 35 conveners out of 150+ applicants in 7 categories i.e, Events, Journalism, Design, Coverage, Web, Board Games & Admin |
| Inter-IIT Camp Messing | <ul style="list-style-type: none"> Coordinated with the Hostel 2 mess manager to provide dinner for 24 days to the Pre Camp players, extending dinner time to ensure the availability of highly nutritious food for the players after practice sessions Arranged the camp messing for complete day for the week after mid-semester exams at Hostel-15 |
| Inter IIT Pre Camp Messing | <ul style="list-style-type: none"> Coordinated with the Hostel 18 mess manager to provide dinner to the Pre Camp players, extending dinner time to ensure the availability of highly nutritious food for the players after practice sessions Circulated the hostel wise list of players for whom the night messing facility was provided, after getting necessary approvals and informing Hall Managers of all hostels about the same |

Part 4 : Administrative and Maintenance Work -

| Work | Details/Remarks |
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| Budget | <ul style="list-style-type: none"> Budgeted an amount of about ₹0.6 million for expenses towards Equipment, Events, Camps and Community of IIT Bombay with special emphasis on the team & NSO |

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| | <ul style="list-style-type: none"> Managed to use the resources efficiently so far by cutting down the extra expenditure on refreshments & equipment during camp |
| Maintenance of Hockey Field | <ul style="list-style-type: none"> Ensured the maintenance of the hockey field by enforcing proper execution of soiling process, regular grass cutting and rolling. Maintained the goalpost and ensured the security of the store room with restoring it post the rain. |
| Notice boards at Gymkhana Grounds | <ul style="list-style-type: none"> Follow up taken for the notice boards to be installed by previous councils Approvals done from all the respective authorities Temporary notice boards installed on the fields and permanent are being produced by the vendor |

Part 5 : Team and NSO -

| Event/Work | Details/Remarks |
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| Advanced Summer Camp | <ul style="list-style-type: none"> Conducted regular practice sessions for 25 students, selected on the basis of performance in the GC and IHL, in a bid to maintain fitness and improve their skills Selected talented and dedicated players from the Advanced Camp to be a part of the Pre Camp training during the semester |
| Pre-Camp Training | <ul style="list-style-type: none"> Publicized about the trials for institute team selections through GPO mail to have the best team for the Institute 30 students were selected for the Phase 1 of training based on all round performance in NSO and GC Improvise the training schedule to meet the requirements of players separately to incorporate 6 days a week morning and evening practice sessions along with endurance training to improve fitness and train better for Inter IIT Conducted regular team meets to discuss the progress and requirements for the |

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| | <ul style="list-style-type: none"> practice sessions Conducted at least one practice match every week from the last week of August till Inter IIT, arranging for logistical requirements |
| NSO | <ul style="list-style-type: none"> Involved thoroughly in the process of selecting freshmen for NSO A total of 27 freshmen were selected out for this years NSO Invited the NSO freshmen to practice matches of the Inter IIT team |
| Miscellaneous | <ul style="list-style-type: none"> Took initiative to ensure regular attendance Ordered team t-shirts, added new vendor for the team and made available the equipments at cheap rates for the students |

Part 6 : Declaration -

I declare that the above information is true to the best of my knowledge.

Tavish Mina

Institute Hockey Secretary
Institute Sports Council 2019-20

The reader's feedback regarding the current work or some suggestions regarding Aquatics at IIT Bombay or any other matter related to Sports in IIT Bombay is more than welcome.
Contact me at tavishmeena@gmail.com or hockey@iitb.ac.in.