



IOC-OUTGOING  
DEPARTMENT- OFFICE  
ACADEMIC YEAR-**2024-2025**

**Date: 08-07-2024**

## Circular

### CANTEEN COMMITTEE

To provide multicuisine with enriching nutrients for the students welfare and keep away the wastage of food a committee is constituted. The following members are asked to attend a meeting with Principal in his Chamber by 3.00 pm today.

- |                      |   |
|----------------------|---|
| 1. Mr. N Sowraiah    | <b>Coordinator</b> , Physical Director<br>Warden-Gents Hostel |
| 2. Dr. Anupama       | Member, Warden -Ladies Hostel                                 |
| 3. Dr. DV Siva Reddy | Member, HOD ME  |
| 4. Dr. Sai Divya     | Member  |
| 5. Mr. SBC Prasad    | Member  |

#### ***Student Members:***

- |                    |      |
|--------------------|------|
| 1. A Mahesh babu   | ME   |
| 2. K Bhanu Prakash | ECE  |
| 3. G. Akhil        | CSE  |
| 4. T. Bhumika      | CSE  |
| 5. K. Pujitha      | AIML |

**Principal**

Copy to: CEO

All HODs with a request to circulate among student members

The Canteen Committee Members



## CANTEEN COMMITTEE

### MINUTES OF THE MEETING

**Venue: College Canteen**

**Date: 09.07.2024**

**Agenda:**

1. To discuss the objective of providing hygienic food preventing adulteration and protecting the students health.
2. To decide well planned Menu to be provided for the students to avoid redundancy.
3. To provide multicuisine with enriching nutrients for the students welfare and keep away from the wastage of food.

**Details of Discussion**

1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance in the canteen regarding proper monitoring while the students have their breakfast or lunch.
2. Canteen in charge faculty has to take the accountability in case of any wastage of food and report any incident of rude behaviour with the canteen crew.
3. Some table placards reminding table etiquettes to the students have to be placed at strategic locations
4. Student members from different branches were identified as volunteers to give any misconduct report to the respective HOD's
5. Complaint box has to be placed at the canteen entrance.
6. Feedback has to be taken from the students periodically to check any incident of Wastage of food.
7. Committee should make surprise visits and report should be given to the Committee incharge, Principal and the Management member.

**Members Present**

- |                      |   |
|----------------------|---|
| 1. N Sowraiah        | <b>Coordinator</b> , Physical Director<br>Warden-Gents Hostel |
| 2. Dr. Anupama       | Member, Warden -Ladies Hostel                                 |
| 3. Dr. DV Siva Reddy | Member, HOD ME  |
| 4. Dr. Sai Divya     | Member  |
| 5. Mr. SBC Prasad    | Member  |

**Student Members:**

- |                    |      |
|--------------------|------|
| 1. A Mahesh babu   | ME   |
| 2. K Bhanu Prakash | ECE  |
| 3. G. Akhil        | CSE  |
| 4. T. Bhumika      | CSE  |
| 5. K. Pujitha      | AIML |

**Coordinator**

**Principal**



## REPORT

**Venue: College Canteen**

**Date: 02.08.2024**

The committee has observed the following

- One notable aspect of the canteen is its emphasis of **hygiene**. The food preparation area is visibly clean, and the staff wear hair nets.
- Taking into consideration health of students, nutritious food is provided every day.
- All the groceries in use were within the expiry date.
- The management of canteen is very particular about the usage of daily consumable items.
- It is observed that disposable glasses are used for beverages. So we proposed discarding the disposable glasses and only steel glasses should be used.



**Coordinator**

**Principal**



IOC-OUTGOING  
DEPARTMENT- OFFICE  
ACADEMIC YEAR-**2023-2024**

**Date: 10-07-2023**

## Circular

### CANTEEN COMMITTEE

To provide multicuisine with enriching nutrients for the students welfare and keep away the wastage of food a committee is constituted. The following members are asked to attend a meeting with Principal in his Chamber by 3.00 pm today.

- |                      |   |
|----------------------|---|
| 1. Mr. N Sowraiah    | <b>Coordinator</b> , Physical Director<br>Warden-Gents Hostel |
| 2. Dr. Anupama       | Member, Warden -Ladies Hostel                                 |
| 3. Dr. DV Siva Reddy | Member, HOD ME  |
| 4. Dr. Sai Divya     | Member  |
| 5. Mr. SBC Prasad    | Member  |

#### ***Student Members:***

- |                   |     |
|-------------------|-----|
| 1. Ankasena Reddy | ME  |
| 2. C. Prabhakar   | ECE |
| 3. U Vivekananda  | CSE |
| 4. M.V. Raju      | IT  |

**Principal**

Copy to: CEO

All HODs with a request to circulate among student members

The Canteen Committee Members



## CANTEEN COMMITTEE

### MINUTES OF THE MEETING

**Venue: College Canteen**

**Date: 11.07.2023**

**Agenda:**

1. To discuss the objective of providing hygienic food preventing adulteration and protecting the students health.
2. To decide well planned Menu to be provided for the students to avoid redundancy.
3. To provide multicuisine with enriching nutrients for the students welfare and keep away from the wastage of food.

**Details of Discussion**

1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance in the canteen regarding proper monitoring while the students have their breakfast or lunch.
2. Canteen in charge faculty has to take the accountability in case of any wastage of food and report any incident of rude behavior with the canteen crew.
3. Some table placards reminding table etiquettes to the students have to be placed at strategic locations
4. Student members from different branches were identified as volunteers to give any misconduct report to the respective HOD's
5. Complaint box has to be placed at the canteen entrance.
6. Feedback has to be taken from the students periodically to check any incident of Wastage of food.
7. Committee should make surprise visits and report should be given to the Committee in charge, Principal and the Management member.

**Members Present**

- |                      |   |
|----------------------|---|
| 1. N Sowraiah        | <b>Coordinator</b> , Physical Director<br>Warden-Gents Hostel |
| 2. Dr. Anupama       | Member, Warden -Ladies Hostel                                 |
| 3. Dr. DV Siva Reddy | Member, HOD ME  |
| 4. Dr. Sai Divya     | Member  |
| 5. Mr. SBC Prasad    | Member  |

**Student Members:**

- |                   |     |
|-------------------|-----|
| 1. Ankasena Reddy | ME  |
| 2. C. Prabhakar   | ECE |
| 3. U Vivekananda  | CSE |
| 4. M.V. Raju      | IT  |

**Coordinator**

**Principal**

## REPORT

**Venue: College Canteen**

**Date: 11.07.2023**

The committee has observed the following

- One notable aspect of the canteen is its emphasis of **hygiene**. The food preparation area is visibly clean, and the staff wear hair nets.
- Taking into consideration health of students, nutritious food is provided every day.
- All the groceries in use were within the expiry date.
- The management of canteen is very particular about the usage of daily consumable items.
- It is observed that disposable glasses are used for beverages. So we proposed discarding the disposable glasses and only steel glasses should be used.



**Coordinator**

**Principal**





IOC-OUTGOING  
DEPARTMENT- OFFICE  
ACADEMIC YEAR-2022-2023

**Date: 18-07-2022**

## Circular

### CANTEEN COMMITTEE

To provide multicuisine with enriching nutrients for the students welfare and keep away the wastage of food a committee is constituted. The following members are asked to attend a meeting with Principal in his Chamber by 3.00 pm today.

- |                      |   |
|----------------------|---|
| 1. Mr. N Sowraiah    | <b>Coordinator</b> , Physical Director<br>Warden-Gents Hostel |
| 2. Dr. Anupama       | Member, Warden -Ladies Hostel                                 |
| 3. Dr. DV Siva Reddy | Member, HOD ME  |
| 4. Dr. Sai Divya     | Member  |
| 5. Mr. SBC Prasad    | Member  |

#### ***Student Members:***

- |                    |     |
|--------------------|-----|
| 1. M. Peddaiah     | EEE |
| 2. B. Khasim       | ECE |
| 3. S. Chandramouli | IT  |
| 4. Mani Sai .B     | IT  |

**Principal**

Copy to: CEO

All HODs with a request to circulate among student members

The Canteen Committee Members



## CANTEEN COMMITTEE

### MINUTES OF THE MEETING

**Venue: College Canteen**

**Date: 19.07.2022**

**Agenda:**

1. To discuss the objective of providing hygienic food preventing adulteration and protecting the students health.
2. To decide well planned Menu to be provided for the students to avoid redundancy.
3. To provide multicuisine with enriching nutrients for the students welfare and keep away from the wastage of food.

**Details of Discussion**

1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance in the canteen regarding proper monitoring while the students have their breakfast or lunch.
2. Canteen in charge faculty has to take the accountability in case of any wastage of food and report any incident of rude behavior with the canteen crew.
3. Some table placards reminding table etiquettes to the students have to be placed at strategic locations
4. Student members from different branches were identified as volunteers to give any misconduct report to the respective HOD's
5. Complaint box has to be placed at the canteen entrance.
6. Feedback has to be taken from the students periodically to check any incident of Wastage of food.
7. Committee should make surprise visits and report should be given to the Committee in charge, Principal and the Management member.

**Members Present**

- |                      |                                |
|----------------------|--------------------------------|
| 1. N Sowraiah        | Coordinator, Physical Director |
|                      | Warden-Gents Hostel            |
| 2. Dr. Anupama       | Member, Warden -Ladies Hostel  |
| 3. Dr. DV Siva Reddy | Member, HOD ME                 |
| 4. Dr. Sai Divya     | Member                         |
| 5. Mr. SBC Prasad    | Member                         |

**Student Members:**

- |                    |     |
|--------------------|-----|
| 1. M. Peddaiah     | EEE |
| 2. B. Khasim       | ECE |
| 3. S. Chandramouli | IT  |
| 4. Mani Sai .B     | IT  |

**Coordinator**

**Principal**



## REPORT

**Venue: College Canteen**

**Date: 19.7.2022**

The committee has observed the following

- One of the major aspect of the canteen is its **hygiene**. The food preparation area is visibly clean, and the staff wear hair nets.
- The interior part of the kitchen area where food is prepared in huge bulk quantity were also inspected.
- The canteen maintains the quantity of the food as per the requirement. Lesser wastage is observed.
- The management of canteen is very particular about the usage of daily consumable items, and also expiry dates of the groceries.
- The committee took random feedback from students and staff and was quite positive.
- It is advised to use gloves by the serving staff.



**Coordinator**

**Principal**



IOC-OUTGOING  
DEPARTMENT- OFFICE  
ACADEMIC YEAR-**2021-2022**

**Date: 22-11-2021**

## Circular

### CANTEEN COMMITTEE

To provide multicuisine with enriching nutrients for the students welfare and keep away the wastage of food a committee is constituted. The following members are asked to attend a meeting with Principal in his Chamber by 3.00 pm today.

- |                       |   |
|-----------------------|---|
| 1. Mr. N Sowraiah     | <b>Coordinator</b> , Physical Director<br>Warden-Gents Hostel |
| 2. Dr. Anupama        | Member, Warden -Ladies Hostel                                 |
| 3. Dr. DV Siva Reddy  | Member, HOD ME  |
| 4. Mr. Ch Vijay Kumar | Member, HOD BED   |
| 5. Mr. SBC Prasad     | Member  |

#### ***Student Members:***

- |                    |     |
|--------------------|-----|
| 1. S. Bhargav      | CE  |
| 2. B. Sai Abhishek | CSE |
| 3. P. Sekhar       | ME  |
| 4. A Bhanumurthy   | ECE |

**Principal**

Copy to: CEO

All HODs with a request to circulate among student members

The Canteen Committee Members



## CANTEEN COMMITTEE

### MINUTES OF THE MEETING

**Venue: College Canteen**

**Date: 23.11.2021**

**Agenda:**

1. To discuss the objective of providing hygienic food preventing adulteration and protecting the students health.
2. To decide well planned Menu to be provided for the students to avoid redundancy.
3. To provide multicuisine with enriching nutrients for the students welfare and keep away from the wastage of food.

**Details of Discussion**

1. It has been discussed and decided that squad members should be nominated from every department to have strict vigilance in the canteen regarding proper monitoring while the students have their breakfast or lunch.
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| 2. Dr. Anupama        | Member, Warden -Ladies Hostel                         |
| 3. Dr. DV Siva Reddy  | Member, HOD ME  |
| 4. Mr. Ch Vijay Kumar | Member  |
| 5. Mr. SBC Prasad     | Member  |

**Student Members:**

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|--------------------|-----|
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| 2. B. Sai Abhishek | CSE |
| 3. P. Sekhar       | ME  |
| 4. A Bhanumurthy   | ECE |

**Coordinator**

**Principal**



## REPORT

**Venue: College Canteen**

**Date: 23.11.2021**

The committee has observed the following

- As per the need of the pandemic situation, it is advised to the canteen management to supply sanitizer in the canteen premises.
- Canteen staff are strictly advised to use gloves and masks.
- Taking into consideration health of students, nutritious food is provided every day.
- Some of the groceries out of expiration were disposed.
- Timings of the lunch/dinner were extended allowing limited students to avoid gatherings.
- Disposable plates and glasses are used to avoid spreading of virus.



**Coordinator**

**Principal**