

(Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada) Kanchikacherla-521180, NTR Dist, A.P. India. Tel.No: 08678-273535/9491457799/7382616824 Website: www.mictech.edu.in

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	Coordinator , Physical Director Warden-Gents Hostel
2. Dr. Anupama3. Dr. DV Siva Reddy	Member, Warden -Ladies Hostel Member, HOD ME
4. Dr. Sai Divya5. Mr. SBC Prasad	Member 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



AUTONOMOUS

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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 studentswelfare 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	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. A Mahesh babu	ME
2. K Bhanu Prakash	ECE
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4. T. Bhumika	CSE
5. K. Pujitha	AIML





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REPORT

Venue: College Canteen Date: 02.08.2024

The committee has observed the following

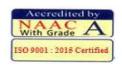
- One notable aspect of the canteen is its emphasis of **hygiene**. The food preparation area is visibly clean, and the staff wear hair nets.
- Taking into consideration health of students, nutritious food is provided every day.
- All the groceries in use were within the expiry date.
- The management 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.











Date: 10-07-2023

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

Circular

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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

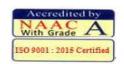
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All HODs with a request to circulate among student members





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Date: 11.07.2023

CANTEEN COMMITTEE

MINUTES OF THE MEETING

Venue: College Canteen

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.
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- 7. Committee should make surprise visits and report should be given to the Committee in charge, Principal and the Management member.

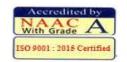
Members Present

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:	
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1. Ankasena Reddy ME 2. C. Prabhakar ECE 3. U Vivekananda **CSE**

4. M.V. Raju IT





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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.











Date: 18-07-2022

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

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	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

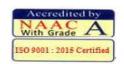
Principal

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All HODs with a request to circulate among student 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.
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- 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

4. Mani Sai .B

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

IT





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REPORT

Venue: College Canteen Date: 19.7.2022

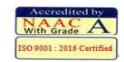
The committee has observed the following

- 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.









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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	Coordinator, Physical Director
	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

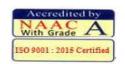
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CANTEEN COMMITTEE

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.
- 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.
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Members Present

4. A Bhanumurthy

Members Frescht	
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. Mr. Ch Vijay Kumar	Member
5. Mr. SBC Prasad	Member
Student Members:	
1. S. Bhargav	CE
2. B. Sai Abhishek	CSE
3. P. Sekhar	ME

ECE





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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.



