



ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZHIPATTUR - 603 103

Ref: AIHT/CC/2022-2023/C3

Date: 16.11.2022

CIRCULAR TO CANTEEN COMMITTEE

2022

All the Canteen Committee members are hereby informed to attend the meeting on 18.11.2022 at 10:00 A.M in the Conference Room of A-Block.

AGENDA:

1. To discuss and decided to follow covid-19 protocols after opening the college.
2. To keeping the sanitizer or hand wash at the canteen entrance.
3. Protocols should be pasted on the canteen wall.
4. To discuss with regard to improving the quality of the food.
5. To discuss the operating time of the canteen
6. To discuss on the food varieties sold in the canteen.
7. To discuss on the cleanliness and hygiene of the canteen workers / canteen
8. To address the suggestions / Grievances of the staff and students.


Convener


PRINCIPAL

Copy to:

- All the Members of CC



ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZIIPATTUR - 603 103

CANTEEN COMMITTEE MEETING ATTENDANCE

Date: 18.11.2022

| S.No | Name of the Faculty | Role | Signature |
|------|----------------------|----------------|-----------|
| 1. | Dr. D. Yuvaraj | Convener | |
| 2. | Dr. S. Bharathi vasu | Coordinator | |
| 3. | Mr. Kumar | Member | |
| 4. | Mr. Vinodkumar | Member | |
| 5. | Mr. A.S. Balaji | Member | |
| 6. | Mr. Logeshwaran | Member | |
| 7. | Jayashri . S | Student Member | |
| 8. | Selvamari .B | Student Member | |
| 9. | Anusiya V | Student Member | |
| 10. | Vasanth . H | Student Member | |
| 11. | Swarna . T J | Student Member | |
| 12. | Priyadharshini .S | Student Member | |
| 13. | Keerthana K | Student Member | |
| 14. | Hariharan E | Student Member | |

Convener

PRINCIPAL



**ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZHIPATTUR – 603 103**

Ref: AIHT/CC/2022-2023/MM2

Date: 18.11.2022

MINUTES OF THE MEETING (Canteen Committee)

The Canteen Committee meeting was held on 18.11.2022 at 10:00 A.M in the Conference Room of A-Block. The following points were discussed.

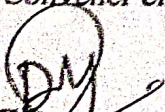
1. To discuss with regard to improving the quality of the food
2. To discuss the operating time of the canteen
3. To discuss on the varieties of menu sold in the canteen.
4. To discuss on the cleanliness and hygiene of the canteen workers / canteen
5. To address the suggestions / Grievances of the staff and students.

MINUTES AND RESOLUTIONS

Convener started the meeting by welcoming all the members.

1. Based on the decision management decided to paste the pamphlet of covid-19 protocols in and out of canteen.
2. Based on the suggestion and discussion, It is strictly informed the canteen contractor to adhere the standard operating procedure to maintain the food quality by using only Agmark products.
3. In order to cater to the need of the Hostel Staff and students the canteen operating time has been extended upto 6.00 PM
4. The canteen workers have been instructed to strictly adhere to the dress code and maintain the necessary decorum in the canteen.
5. Some of the grievances received from the grievance Redressal committee, have been reviewed and discussed among the canteen committee members.
 - The serving dishes should be properly cleaned to maintain hygiene.
 - To dispose the waste before the bin overflows and avoid flies in and around the canteen
 - To improve the food presentation and delivery of the food.
 - To provide an extra drinking water counter.

Convener ended the meeting by thanking all the members.


Convener


PRINCIPAL