



Ref: SITE/AO/IQAC/06/2023-24/07

Date: 09.12.2023

OFFICE ORDER

Sub: Canteen/ House Keeping/Hygiene/Sanitation Committee -Reg
Ref: from Prof.Mohammed Ismail, Principal

A Canteen Committee /House-Keeping /Hygiene /Sanitation committee has been constituted with the following members, under the Coordinator ship of Dr. P Hema Chandu, Professor of EEE to look after the Canteen Committee activities in the institution.

A committee is established to be known as the Canteen Committee, to exercise the powers and to perform the functions here after described:

The Committee shall be composed of the following membership:

S.No	Name	Designation	Department
1	Dr. P Hema Chandu	Coordinator	EEE
2	Mr.S.N.V.P.RaviTeja	Member	ECE
3	Mr.Ch.Syam Kumar	Member	ME
4	Mr.A.Anjaneyulu	Member	EEE
5	Mr. K.Rakesh	Member	CSE
6	Mr.T. Mohan Rao	Member	CE
7	Mr.M.Babi	Member	AS&H

Canteen Committee:

A Canteen Committee is responsible for monitoring the operations of the canteen and implementing and reviewing the canteen policy. They may also be responsible for specific decisions as specified in the canteen policy, such as employing staff, authorizing major purchases or authorizing changes in the menu.

A Canteen Committee is a proven way to give the canteen enough autonomy to operate as a business while maintaining strong connections with the institute. Some advantages of having a canteen committee are:

The workload of overseeing the canteen can be shared amongst a team.

- It is a forum where different views and ideas from the organization can be considered without disrupting the day to day management of the canteen.
- It separates the direction of the canteen from the management of the canteen, giving the organization more flexibility in how the canteen operates.

Functions:

- To plan, organize, control and identify the needs of the canteen and also recommend any changes or facilities to make canteen the best hangout in campus.
- To prepare canteen menu and price list.
- To plan and allocate separate space for staff and also ensure safe, healthy, hygienic atmosphere at the canteen.


PRINCIPAL

PRINCIPAL
Sasi Institute of Technology & Engineering,
TADEPALLIGUDEM
West Godavari District - 534109

CC To:

Mail & Hard copy to: Hon'ble Chairman, SITE
Mail & Hard copy to: Hon'ble Vice-Chairman, SITE
Mail & Hard copy to: Director, SITE
Mail & Hard copy to: Principal polytechnic
Mail & Hard copy to: Dr.P.Hema Chandu.Professor & Coordinator
Mail & Hard copy to: Dean Academics/ R & D /Student affairs/ICT & ITL
Mail & Hard copy to: Mr. N Srikanth. IQAC. Coordinator
Mail & Hard copy to: HoD's.. CE/ME/CSE/IT/CST/ECE/ECT/EEE/ AS&H /MS/AI & ML
Mail copy to: Exam. Section/Automation/Central Library/IQAC/AO/Transport/Hostels/Placement/Training
Mail to: Individuals Concerned/all faculty members