



# GOUTHAMI INSTITUTE OF TECHNOLOGY & MANAGEMENT FOR WOMEN

(Approved by AICTE, New Delhi & Affiliated to JNTUA, Anantapuramu)  
Peddasettypalli, Proddatur, YSR Dist., A.P

## OFFICE ORDER

Date:01-07-2024

**Sub:-** GITAMW -Constitution of Canteen Committee -Nomination of the members-Reg.

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With reference to the subject cited above, the following staffs are hereby nominated for Canteen Committee for the A.Y 2024-25.

S. NO.	NAME	DESIGNATION	DESIGNATION IN THE COMMITTEE	Signature
1	P SUNILKUMAR	Asst. Prof., EEE	Convener	
2	Mrs. G.KOUSALYA	Asst.Prof , CSE	Member	
3	R.SIVA SANKAR REDDY	Asst.Prof , CSE	Member	
4	K.VEERA LAKSHMI	Asst.Prof , H&S	Member	
5.	Chenna Krishna	Canteen I/c	Member	

## ROLES AND RESPONSIBILITIES

1. To create awareness about the hygiene in and around the canteen.
2. Make awareness to the canteen management about the supply of food materials to the students.
3. Monitoring the operations of the canteen and implementing and reviewing the canteen premises.
4. To ensure the canteen provide a range of whole some food for the students at reasonable price.
5. To maintain and control the quality of the food supply in the canteen.
6. Make awareness to the students regarding health and hygiene.
7. Maintaining the grievance about the canteen.

Circulation to above staff /HODs/Admin/others

Principal  
Gouthami Institute of Technology  
and Management for Women  
Peddasettypalli (V),  
Proddatur-516360, Kadapa (Dt.)



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Date: 09.07.2024

### **CIRCULAR**

This is to inform to all the members of the Canteen Committee are requested to attend the meeting in the Principals Chamber on 10-07-2024 at 4.00p.m to discuss the future course of action for the academic year 2024-2025.

*Psk*  
**CONVENER**

Copy to

- 1) The Principal- for kind information
- 2) All the Members of Committee





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### Constitution of Canteen Committee

### Minutes of the Meeting (A.Y 2024-25)

Constitution of Canteen Committee meeting was held on 10-07-2024 in Principal Chamber.

The following members has attended the meeting.

S. NO.	NAME	DESIGNATION	DESIGNATION IN THE COMMITTEE	Signature
1	P SUNILKUMAR	Asst. Prof., EEE	Convener	
2	G.KOUSALYA	Asst.Prof , CSE	Member	
3	R.SIVA SANKAR REDDY	Asst.Prof , CSE	Member	
4	K.VEERA LAKSHMI	Asst.Prof , H&S	Member	
5.	Chenna Krishna	Canteen I/c	Member	

The following points were discussed:

- To monitor and ensure the quality, hygiene, and safety of food served in the canteen.
- To manage and resolve any issues or complaints related to the canteen services.
- To maintain a balance between affordability and quality in the pricing of food items.
- To regularly review and update the menu, ensuring it meets the dietary needs and preferences of the college community.