



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500014

Ref: SMEC/CC/2016-17/03

Date: 02/07/2016

MINUTES OF MEETING

The Canteen Committee meeting was held in the Board Room on 2nd July 2016 at 10.00 am.

The following members have attended:

S. No.	Name of the Staff	Role	Department
1	Mr. A. Suresh Kumar	Convener	Admin
2	Dr. P.J.V. Ratna Kumar	Member	Sports
3	Mr. M. Saahul	Member	S & H
4	Mr. C.M. Ashok	Member	Mech
5	Mr. Hanuman Naik	Member	Mech
6	Mr. M.S.S. Roy	Member	MBA (JNTU)
7	Mr. G. Kiran Yadav	Member	Admin

The following issues were discussed:

1. **Food Quality**: Clean clothes, No Tobacco chewing. The Canteen workers have to adhere to cleanliness and hygiene and follow the rules mentioned in the contract.
2. **Suggestion/Complaint Register**: It is decided that the suggestion/complaint register should be kept in canteen for regular feedback.
3. **Seasonal Menu**: Seasonal Menu like Milkshakes in summers, Soups in winters etc. have to be made available in the canteen.
4. **Canteen Survey**: It is decided that a survey should be done in regular intervals to get feedback on quality, hygiene, varieties in menu card.


Convener