



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500100

CANTEEN COMMITTEE 2017-18

CONVENING ORDER

Canteen Committee is constituted as under:

S. No.	Name of the Staff	Role	Department
1	Mr. A. Suresh Kumar	Convener	Admin
2	Mr. Dr. P J V Ratna Kumar	Member	Sports
3	Mr. Bhupender Singh	Member	TPT
4	Mr. C.M. Ashok	Member	Mech
5	Mr. Hanuman Naik	Member	Mech
6	Mr. Rajesh	Member	Accounts
7	Mr. G. Kiran Yadav	Member	Admin

Frequency of Meeting: As and when required

Functions and Responsibilities:

- To set Canteen Open and Close timings (7:00am and 6:00pm, respectively).
- To ensure good presentation of food and delivery by the food counter attendants.
- To ensure best practices of cleaning followed by wiping the utensils by the concerned attendants.
- To ensure best colour combinations in the canteen so as to enable the students, staff and other visitors to feel good in making networking among them.
- To help train all the canteen staff for creating and maintaining a pleasant decorum in canteen mainly with their way of talking, doing processes, and attire.

[Signature]
29/1/19
PRINCIPAL

PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally Village, Gandimaisamma (M),
Medchal-Malkajgiri (D), Secunderabad - 500100.