

**AGNEL INSTITUTE OF TECHNOLOGY AND DESIGN**  
**ASSAGAO BARDEZ GOA 403507**

Date: 10<sup>th</sup> July 2023

This is to inform all concerned that the Canteen Committee is hereby reconstituted as under with effect from 10th July 2023.

**Canteen Committee**

Sr. No.	Name	Designation
1	Dr. V. Mariappan ( Advisor)	Chairperson
2	Dr. Rudresh D. Shirwaikar (Comp.Dept)	Deputy Chairperson
3	Prof. Nishant Mayekar (Mech. Dept)	Members
4	Prof. Chaitali Viraj Karekar (ECE. Dept.)	
5	Prof. Shankar Hublikar (BSH. Dept)	
6	Ms. Grebian Alemao (Admin)	
7	Mr. Pushkar Chopdekar (Lab Asst. ECE. Dept)	
8	Mr. Vinit Sawant (Lab Asst .Mech. Dept.)	
9	Mr. Sanjeed Palkar (Lab Asst. Comp. Dept)	
10	Ms. Annabelle Souza (L.D.C Admin)	

**Roles & and Responsibilities:**

- To fix the menu for each semester and monitor it regularly whether it is followed or not.
- Periodically checking the quality and quantity of food items prepared.
- Checking whether FDA norms are followed.
- To check the quality of items / vegetables purchased.
- To check bills and vouchers of the materials purchased for the canteen.
- To solve the issues and problems raised by the students and staff members.
- The committee has to ensure that all the amenities and eatables are available.
- The committee is responsible for procuring refreshments during the functions organized by the college.
- Fixing of the rent which is to be given to the management.
- Preparing schedule for cleanliness and periodically checking whether the schedule is followed or not.
- Checking drinking water / cooler cleanliness and SOP adherence.

  
Dr. J. William  
Ofg. Principal

