

IITM/SP/CCP/24

CANTEEN COMMITTEE-POLICY

AIM

Cultivating healthy eating habits not only enhances physical well-being but also fosters an environment conducive to improved learning outcomes.

The committee shall undertake the responsibility of regular visits to the canteen, meticulously monitoring and assessing its operations to ensure adherence to quality standards. Our aim is to provide a wide variety of high-quality food and beverages at competitive rates, promoting affordability without compromising on excellence.

Furthermore, the canteen committee endeavors to foster a sense of community by incorporating feedback from students, faculty, and staff to continually enhance the canteen experience. We are committed to promoting sustainability practices, such as reducing food waste and sourcing ingredients locally whenever possible, in alignment with our institution's values.

In addition, we aim to collaborate with local vendors and artisans to showcase regional specialties, enriching the culinary offerings available to our campus community. Through these initiatives, we aspire to transform the canteen into not just a place to eat, but a hub for social interaction, cultural exchange, and nourishment of both body and mind.

Objectives

- Enhance nutritional awareness: Implement educational initiatives to raise awareness about the importance of balanced nutrition and dietary choices among the campus community.
- Ensure food safety and hygiene: Implement stringent protocols to uphold food safety standards and maintain impeccable cleanliness in food preparation and service areas.



- Promote inclusivity and diversity: Strive to accommodate diverse dietary preferences and cultural dietary requirements, ensuring that all members of the campus community feel welcomed and catered to.
- Facilitate student involvement: Encourage student participation in canteen-related activities, such as menu planning committees and sustainability initiatives, empowering them to contribute to shaping their dining experience.
- Foster partnerships with local suppliers: Forge partnerships with local farmers, producers, and suppliers to prioritize the procurement of fresh, seasonal ingredients, thereby supporting the local economy and reducing our ecological footprint.
- Create a welcoming ambiance: Enhance the aesthetic appeal of the canteen environment to create a welcoming and comfortable space for socializing, relaxation, and nourishment.

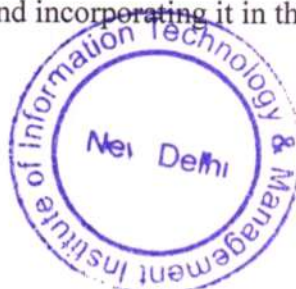
Constitution of Committee

The committee coordinator and members will be appointed by the Director. The student representatives will be appointed based on the recommendation of committee members regarding the interest and capabilities of the students and on the basis of voluntary participation by the students. The coordinators and member of the committees shall be nominated by rotation.

Sr. No.	Designation	Position in committee
1	Faculty	Coordinator
2	Faculty	Member
3	Student Representative	Member
4	Student Representative	Member

Role of Coordinator

The coordinator takes the overall responsibility for the success of the events. The role of the coordinator is to manage the functions and activities of canteen committee. Coordinator of the committee shall be responsible for conduct of activities and shall report to the Director. At the end of each activity the coordinator is to submit a report in soft & hard copy in the standardized format with a write-up for posting on the website and incorporating it in the newsletter.



Role of Members

The role of the entire committee member is to assist the Coordinator in overseeing the Committee and facilitating the various committee activities.

Role of Student Representatives

The student representatives are to work under the guidance of members and co-coordinator of the committee. The student representatives assist to effectively carry out the activities of the canteen Committee.

Responsibilities of Canteen Committee

- Assignment of student coordinator.
- Assignment of activities for the upcoming semester.
- Maintenance of files for the canteen committee.
- Checking the menu and price list in the canteen.
- Instructing the canteen staff to display the rate list of all food items.
- Monitoring the cleanliness of the canteen including the floor, tables, chairs, utensils, and removal of waste from the dustbins.
- Ensuring a healthy and safe work environment.
- Ensuring that all canteen staff maintain standards of health and hygiene.
- Monitoring, and if necessary, upgrading the condition of the canteen's facilities.
- Reviewing serving arrangements with the aim of making them more efficient and quick.
- Maintaining a suggestion register for staff members and student representatives to propose improvements to canteen facilities.

