



Date 22-02-2022

**Minutes of Canteen committee**

The canteen committee is designed for the welfare of staff and student to have hygienic

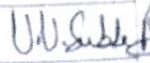


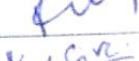





Food along with well maintained canteen services the committee takes regular suggestions from

Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 22-02-2022 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
5. It is decided to check the quality of raw materials that are used in in the cooking process.
6. Regular visits by the members of the canteen committee are undertaken to ensure the quality of the food
7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can meet the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of February 2022

The following members attended the meeting.

S. No.	Name	Department and Designation	Category	Signature
1.	Dr. V.V Subbarao	Professor, S&H	Convener	
2.	Mr. D. Prabhakararao	Asst. professor ECE	Member	
3.	Mr. APCV, Gopala Rao	Asst. professor S&H	Member	
4.	Mr. k. Ramesh Babu	Asst. professor ECE	Member	
5.	Mr. K.V. Siva	Asst. professor ME	Member	
6.	Mr. M. Uday Pavan	IV ECE-19HT1A0450	Student Member	
7.	Ms. G. Navitha	III CSE - 20HT1A0531	Student Member	
8.	Mr. B. Nivesh	III CSE - 20HT1A0510	Student Member	
9.	Mr. A. CHARAN	IV ECE - 19HT1A0402	Student Member	
10.	Mr. B. PAVAN	IV EEE - 19HT1A0202	Student Member	

  
CONVENER



Date: 22-02-2022

Proceedings of the Principal, Chalapathi Institute of Technology, Mothadaka, Guntur Dist.


**Sub:**CIT, / Canteen Committee for the academic year 2021-22 Orders -Issued-Reg.

The undersigned is pleased to constitute Canteen Committee with the following members for the academic year 2021-22.

S.No.	Name	Department and Designation	Category
1.	Dr.V.V Subbarao	Professor, S&H	Convener
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member
4.	Mr.k,RameshBabu	Asst. professor ECE	Member
5.	Mr. K.V.Siva	Asst. professor ME	Member
6.	Mr.M.Uday Pavan	IV ECE-19HT1A0450	Student Member
7.	Ms.G.Navitha	III CSE - 20HT1A0531	Student Member
8.	Mr.B.Nivesh	III CSE -20HT1A0510	Student Member
9.	Mr.A.CHARAN	IV ECE -19HT1A0402	Student Member
10.	Mr.B.PAVAN	IV EEE -19HT1A0202	Student Member

CC:

- Canteen
- Boys & Girls Hostels
- Members of the Committee
- Office
- 

  
PRINCIPAL  
PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA,  
GUNTUR - 522 016. A P

# COMPLAINT REGISTER

A.Y : 2021-22

S.NO	DATE	COMPLAINT	SIGN	ACTION TAKEN	SOLVED DATE	SIGN
01	11/1/22	curd is sour		To solve this problem	12/1/22	
02	14/2/22	Sambhar is not well		To prepare Pasty sambhar to solve problem	15/2/22	
03	24/2/22	Rice is not cooked sufficiently		To Reck by this Pasty	2/3/22	

CONVENOR

PRINCIPAL

CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA,  
GUNTUR - 522 016. A.P.



Date: 22-09-2020

**Minutes of Canteen committee**

The canteen committee is designed for the welfare of staff and student to have hygienic

Food along with well maintained canteen services the committee takes regular suggestions from

Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 22-09-2020 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
5. It is decided to check the quality of raw materials that are used in the cooking process.
6. Regular visits by the members of the canteen committee are undertaken to ensure the quality of the food
7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can meet the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of January 202

The following members attended the meeting.

S. No.	Name	Department and Designation	Category	Signature
1.	Dr. V.V Subbarao	Professor, S&H	Convener	U.V. Subbarao
2.	Mr.D. Prabhakararao	Asst. professor ECE	Member	DP
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member	APC
4.	Mr.k,RameshBabu	Asst. professor ECE	Member	R
5.	Mr. K.V.Siva	Asst. professor ME	Member	K.V.Siva
6.	Mr.SK.Musthafa	IV ECE-17HT1A0450	Student Member	Musthafa
7.	Ms.U.Tirupatamma	IV ECE -17HT1A0486	Student Member	Tirupatamma
8.	Mr.K.Nikhil	III CSE-18HT1A0558	Student Member	Nikhil
9.	Mr.S.Bharath	III CSE-18HT1A0588	Student Member	Bh
10.	Mr.M.Uday Pavan	II ECE-19HT1A0450	Student Member	Uday Pavan

U.V. Subbarao  
CONVENER



Date: 22-09-2020

Proceedings of the Principal, Chalapathi Institute of Technology, Mothadaka, Guntur Dist.

**Sub:** CIT, Mothadaka / Canteen Committee for the academic year 2020-21 Orders -Issued-Reg.

\*\*\*

The undersigned is pleased to constitute Canteen Committee with the following members for the academic year 2020-21.

S.No.	Name	Department and Designation	Category
1.	Dr.V.V Subbarao	Professor, S&H	Convener <i>WSP</i>
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member
4.	Mr.k,RameshBabu	Asst. professor ECE	Member <i>[Signature]</i>
5.	Mr. K.V.Siva	Asst. professor ME	Member
6.	Mr.SK.Musthafa	IV ECE-17HT1A0450	Student Member
7.	Ms.U.Tirupatamma	IV ECE -17HT1A0486	Student Member
8.	Mr.K.Nikhil	III CSE-18HT1A0558	Student Member
9.	Mr.S.Bharath	III CSE-18HT1A0588	Student Member
10.	Mr.M.Uday Pavan	II ECE-19HT1A0450	Student Member

CC:

- Canteen
- Boys & Girls Hostels
- Members of the Committee
- Office

**PRINCIPAL**



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**Institute of Technology**  
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Ref: CIT/ CC / 2020-21/ canteen Committee Meeting

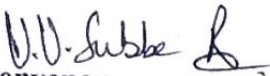
25-01-2021

**CIRCULAR**

This is to inform all the members that the canteen committee meeting is scheduled on 22-11-2021 at 4.00 pm. All the members should attend the meeting without fail.

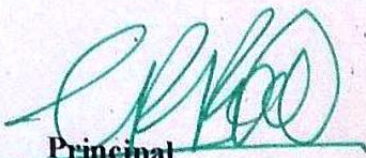
**AGENDA:**

1. Arrangement for staff and students in the canteen
2. Quality of food
3. Keeping of suggestion box
4. Menu
5. Quality of raw materials
6. Regular visit of a facility of to check the quality of food
7. Cleanliness
8. Any other items

  
Convenor

**Circulated to:**

Office,  
Committee members,  
All HODs

  
Principal  
PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA.  
GUNTUR - 522 016, A P





Date: 25-01-2021

Minutes of Canteen committee

The canteen committee is designed for the welfare of staff and student to have hygienic

Food along with well maintained canteen services the committee takes regular suggestions from

Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 25-01-2021 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
5. It is decided to check the quality of raw materials that are used in in the cooking process.
6. Regular visits by the members of the canteen committee are undertaken to ensure the quality of the food
7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can meet the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of January 2021

The following members attended the meeting.

S. No.	Name	Department and Designation	Category	Signature
1.	Dr. V. V Subbarao	Professor, S&H	Convener	<i>V.V. Subbarao</i>
2.	Mr. D. Prabhakararao	Asst professor ECE	Member	<i>D.P.</i>
3.	Mr. APCV, Gopala Rao	Asst professor S&H	Member	<i>APCVR</i>
4.	Mr. K. Ramesh Babu	Asst professor ECE	Member	<i>K.R.B.</i>
5.	Mr. K. V. Siva	Asst professor ME	Member	<i>K.V.S.</i>
6.	Mr. K. Nikhil	IV CSE-18HT1A0558	Student Member	<i>Nikhil</i>
7.	Mr. S. Bharath	IV CSE-18HT1A0588	Student Member	<i>S. Bharath</i>
8.	Mr. M. Uday Pavan	III ECE-19HT1A0450	Student Member	<i>M. Uday Pavan</i>
9.	Ms. G. Navitha	II CSE - 20HT1A0531	Student Member	<i>G. Navitha</i>
10.	Mr. B. Nivesh	II CSE - 20HT1A0510	Student Member	<i>B. Nivesh</i>

*V.V. Subbarao*  
CONVENER



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**Institute of Technology**  
Approved by AICTE | MOTHADAKA

Date: 25-01-2021

Proceedings of the Principal, Chalapathi Institute of Technology, Mothadaka, Guntur Dist.

**Sub:** CIT, / Canteen Committee for the academic year 2020-21 Orders -Issued-Reg.

The undersigned is pleased to constitute Canteen Committee with the following members for the academic year 2020-21.

S.No.	Name	Department and Designation	Category
1.	Dr. V. V Subbarao	Professor, S&H	Convener
2.	Mr. D. Prabhakararao	Asst. professor ECE	Member
3.	Mr. APCV, Gopala Rao	Asst. professor S&H	Member
4.	Mr. k, Ramesh Babu	Asst. professor ECE	Member
5.	Mr. K. V. Siva	Asst. professor ME	Member
6.	Mr. K. Nikhil	IV CSE-18HT1A0558	Student Member
7.	Mr. S. Bharath	IV CSE-18HT1A0588	Student Member
8.	Mr. M. Uday Pavan	III ECE-19HT1A0450	Student Member
9.	Ms. G. Navitha	II CSE - 20HT1A0531	Student Member
10.	Mr. B. Nivesh	II CSE -20HT1A0510	Student Member

CC:

1. Canteen
2. Boys & Girls Hostels
3. Members of the Committee
4. Office

**PRINCIPAL**

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**CHALAPATHI INSTITUTE OF TECHNOLOGY**

**A.R. NAGAR, MOTHADAKA.**

**GUNTUR - 522 016. A P**



**Chalapathi**  
**Institute of Technology**  
Approved by AICTE | MOTHADAKA

CIRCULAR

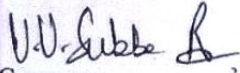
Ref: CIT/ CC / 2021-22/ canteen Committee Meeting

08-09-2021

This is to inform all the members that the canteen committee meeting is scheduled on 08-09-2021 at 4.00 pm. All the members should attend the meeting without fail.

AGENDA:

- Arrangement for staff and students in the canteen
- Quality of food
- Keeping of suggestion box
- Menu
- Quality of raw materials
- Regular visit of a facility of to check the quality of food
- Cleanliness
- Any other items

  
Convener

  
Principal

PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA,  
GUNTUR - 522 016, A P

**Circulated to:**

Office,  
Committee members,  
All HODs



Date: 08-11-2021

Minutes of Canteen committee

The canteen committee is designed for the welfare of staff and student to have hygienic

Food along with well maintained canteen services the committee takes regular suggestions from

Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 08-11-2021 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
5. It is decided to check the quality of raw materials that are used in in the cooking process.
6. Regular visits by the members of the canteen committee are undertaken to ensure the quality of the food
7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can meet the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of November 2021

**The following members attended the meeting.**

S. No.	Name	Department and Designation	Category	Signature
1.	Dr. V. V Subbarao	Professor, S&H	Convener	<i>V.V. Subbarao</i>
2.	Mr. D. Prabhakararao	Asst. professor ECE	Member	<i>D.P.</i>
3.	Mr. APCV, Gopala Rao	Asst. professor S&H	Member	<i>APCV</i>
4.	Mr. K. Ramesh Babu	Asst. professor ECE	Member	<i>K.R.</i>
5.	Mr. K. V. Siva	Asst. professor ME	Member	<i>K.V. Siva</i>
6.	Mr. K. Nikhil	IV CSE-18HT1A0558	Student Member	<i>Nikhil</i>
7.	Mr. S. Bharath	IV CSE-18HT1A0588	Student Member	<i>S.B.</i>
8.	Mr. M. Uday Pavan	III ECE-19HT1A0450	Student Member	<i>Uday Pavan</i>
9.	Ms. G. Navitha	II CSE - 20HT1A0531	Student Member	<i>G. Navitha</i>
10.	Mr. B. Nivesh	II CSE - 20HT1A0510	Student Member	<i>B. Nivesh</i>

*V.V. Subbarao*  
CONVENER



**Chalapathi**  
**Institute of Technology**  
Approved by AICTE | MOTHADAKA

Proceedings of the Principal, Chalapathi Institute of Technology, Mothadaka, Guntur Dist. Date: 08-11-2021


**Sub:** CIT, / Canteen Committee for the academic year 2020-21 Orders -Issued-Reg.

The undersigned is pleased to constitute Canteen Committee with the following members for the academic year 2020-21.

S.No.	Name	Department and Designation	Category
1.	Dr. V.V Subbarao	Professor, S&H	Convener
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member
4.	Mr.k,RameshBabu	Asst. professor ECE	Member
5.	Mr. K.V.Siva	Asst. professor ME	Member
6.	Mr.K.Nikhil	IV CSE-18HT1A0558	Student Member
7.	Mr.S.Bharath	IV CSE-18HT1A0588	Student Member
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9.	Ms.G.Navitha	II CSE - 20HT1A0531	Student Member
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CC:

- Canteen
- Boys & Girls Hostels
- Members of the Committee
- Office
- 

  
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CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA.  
GUNTUR - 522 015 A.P.

**COMPLAINT REGISTER**

A.Y : 2020-21

S.NO	DATE	COMPLAINT	SIGN	ACTION TAKEN	SOLVED DATE	SIGN
01	15/7/21	curry is not well	<i>[Signature]</i>	To solve it	16/10/21	<i>[Signature]</i>
02	27/10/21	cloud is low	<i>[Signature]</i>	to rectify it	28/10/21	<i>[Signature]</i>

*[Signature]*  
 CONVENOR

*[Signature]*  
 A.S. Singh, MCA/MAE/2021  
 22/10/21





# Chalapathi Institute of Technology

Approved by AICTE | MOTHADAKA

Ref: CIT/ CC / 2019-20/ canteen Committee Meeting

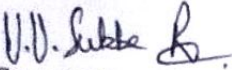
12-11-2019


## CIRCULAR

This is to inform all the members that the canteen committee meeting is scheduled on 12-11-2019 at 4.00 pm. All the members should attend the meeting without fail.

### AGENDA:

- Arrangement for staff and students in the canteen
- Quality of food
- Keeping of suggestion box
- Menu
- Quality of raw materials
- Regular visit of a facility of to check the quality of food
- Cleanliness
- Any other items

  
Convener

  
Principal  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA  
GUNTUR - 522 016, A P

### **Circulated to:**

Office,  
Committee members,  
All HODs



Date: 12-11-2019

Minutes of Canteen committee

The canteen committee is designed for the welfare of staff and student to have hygienic

Food along with well maintained canteen services the committee takes regular suggestions from

Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 12-11-2019 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
5. It is decided to check the quality of raw materials that are used in the cooking process.
6. Regular visits by the members of the canteen committee are undertaken to ensure the quality of the food
7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can meet the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of November 2019

The following members attended the meeting.

S. No.	Name	Department and Designation	Category	Signature
1.	Dr. V.V Subbarao	Professor, S&H	Convener	
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member	<i>U.V. Subbarao</i>
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member	<i>APCV</i>
4.	Mr.k,RameshBabu	Asst. professor ECE	Member	<i>Ramesh Babu</i>
5.	Mr. B.Trinadh	Asst. professor CE	Member	<i>B. Trinadh</i>
6.	Mr.B.Anil	IV ECE-16HT1A0416	Student Member	<i>B. Anil</i>
7.	Mr.SK.Musthafa	III ECE-17HT1A0450	Student Member	<i>Musthafa</i>
8.	Ms.U.Tirupatamma	III ECE -17HT1A0486	Student Member	<i>Tirupatamma</i>
9.	Mr.K.Nikhil	II CSE-18HT1A0558	Student Member	<i>Nikhil</i>
10.	Mr.S.Bharath	II CSE-18HT1A0588	Student Member	<i>Bharath</i>

*U.V. Subbarao*  
CONVENER



# Chalapathi Institute of Technology

Approved by AICTE | MOTHADAKA

Proceedings of the Principal, Chalapathi Institute of Technology, Mothadaka, Guntur Dist. Date: 12-11-2019

**Sub:** CIT, / Canteen Committee for the academic year 2019-20 Orders -Issued-Reg.

The undersigned is pleased to constitute Canteen Committee with the following members for the academic year 2019-20.

S.No.	Name	Department and Designation	Category
1.	Dr.V.V Subbarao	Professor, S&H	Convener
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member
4.	Mr.k,RameshBabu	Asst. professor ECE	Member
5.	Mr. B.Trinadh	Asst. professor CE	Member
6.	Mr.B.Anil	IV ECE-16HT1A0416	Student Member
7.	Mr.SK.Musthafa	III ECE-17HT1A0450	Student Member
8.	Ms.U.Tirupatamma	III ECE -17HT1A0486	Student Member
9.	Mr.K.Nikhil	II CSE-18HT1A0558	Student Member
10.	Mr.S.Bharath	II CSE-18HT1A0588	Student Member

CC:

- Canteen
- Boys & Girls Hostels
- Members of the Committee
- Office
- 

*Pravika*  
PRINCIPAL  
PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA.  
GUNTUR - 522 016. A P



**Chalapathi**  
**Institute of Technology**  
Approved by AICTE | MOTHADAKA

CIRCULAR

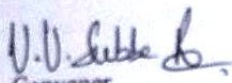
Ref: CIT/CC / 2019-20/ canteen Committee Meeting


10-03-2020

This is to inform all the members that the canteen committee meeting is scheduled on 17-03-2020 at 4.00 pm. All the members should attend the meeting without fail.

AGENDA:

1. Arrangement for staff and students in the canteen
2. Quality of food
3. Keeping of suggestion box
4. Menu
5. Quality of raw materials
6. Regular visit of a facility of to check the quality of food
7. Cleanliness
8. Any other items

  
Convener

  
PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA  
GUNTUR - 522 016, A.P.

**Circulated to:**

Office,  
Committee members,  
All HODs



Date: 10-03-2020

Minutes of Canteen committee

The canteen committee is designed for the welfare of staff and student to have hygienic Food along with well maintained canteen services the committee takes regular suggestions from Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 10-03-2020 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
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7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can met the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of March 2020

The following members attended the meeting.

S.No.	Name	Department and Designation	Category	Signature
1.	Dr V V Subbarao	Professor, S&H	Convener	<i>V.V. Subbarao</i>
2.	Mr D. Prabhakararao	Asst professor ECE	Member	<i>D. Prabhakararao</i>
3.	Mr APCV, Gopala Rao	Asst professor S&H	Member	<i>APCV, Gopala Rao</i>
4.	Mr k.RameshBabu	Asst professor ECE	Member	<i>k.RameshBabu</i>
5.	Mr. B Trinadh	Asst professor CE	Member	<i>B Trinadh</i>
6.	Mr SK Musthafa	IV ECE-17HT1A0450	Student Member	<i>SK Musthafa</i>
7.	Ms U Tirupatamma	IV ECE -17HT1A0486	Student Member	<i>U Tirupatamma</i>
8.	Mr K.Nikhil	III CSE-18HT1A0558	Student Member	<i>K.Nikhil</i>
9.	Mr S.Bharath	III CSE-18HT1A0588	Student Member	<i>S.Bharath</i>
10.	Mr M Uday Pavan	II ECE-19HT1A0450	Student Member	<i>M Uday Pavan</i>

*V.V. Subbarao*  
CONVENER

**COMPLAINT REGISTER**

A.Y : 2019-20

S.NO	DATE	COMPLAINT	SIGN	ACTION TAKEN	SOLVED DATE	SIGN
01	20-2-19	Conference closed	vist	To solve T Run	21-2-19	✓
02	19-9-19	plates are not clean	[Signature]	To solve T Run	20-9-19	✓
03	28-12-20	curry is not well	[Signature]	To solve T Run	29-12-20	✓

*[Signature]*  
**CONVENOR**

*[Signature]*  
**PRINCIPAL**  
 Chalapathi Institute of Technology  
 R.R. Nagar, MOTHAKA-522 016.  
 GUNTUR (D.L.) A.P.





**chalapathi**  
**Institute of Technology**  
Approved by AICTE | MOTHADAKA

CIRCULAR

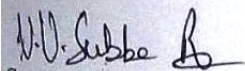
Ref: CIT/CC / 2018-19/ Canteen Committee Meeting


11-09-2018

This is to inform all the members that the canteen committee meeting is scheduled on 11-09-2018 at 4.00 pm. All the members should attend the meeting without fail.

AGENDA:

- Arrangement for staff and students in the canteen
- Quality of food
- Keeping of suggestion box
- Menu
- Quality of raw materials
- Regular visit of a facility of to check the quality of food
- Cleanliness
- Any other items

  
Convener

  
Principal  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA.  
GUNTUR - 522 016, A.P

**Circulated to:**

Office,  
Committee members,  
All HODs.



# chalapathi Institute of Technology

Approved by AICTE | MOTHADAKA

## CIRCULAR

Date: 11-09-2018

Sub:CIT/ CC / 2018-19/ Canteen Committee/ Members allotment.

The undersigned is pleased to constitute Canteen Committee with the following members for the academic year 2018-19.

S.No.	Name	Department and Designation	Category
1.	Dr.V.V Subbarao	Professor, S&H	Convener
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member
4.	Mr.k,RameshBabu	Asst. professor ECE	Member
5.	Mr. B.Trinadh	Asst. professor CE	Member
6.	Mr.CH.Kranthi Kumar	IV ECE-15HT1A0402	Student Member
7.	Mr.B.Anil	III ECE-16HT1A0416	Student Member
8.	Mr.SK.Musthafa	II ECE-17HT1A0450	Student Member
9.	Mr.K.Nikhil	I CSE-18HT1A0558	Student Member
10.	Mr.S.Bharath	I CSE-18HT1A0588	Student Member

PRINCIPAL

PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA.  
GUNTUR - 522 016 A P

CC:

- Canteen
- Boys & Girls Hostels
- Members of the Committee
- Office



Date: 11-09-2018

Minutes of Canteen committee

The canteen committee is designed for the welfare of staff and student to have hygienic Food along with well maintained canteen services the committee takes regular suggestions from Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 11-09-2018 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
5. It is decided to check the quality of raw materials that are used in in the cooking process.
6. Regular visits by the members of the canteen committee are undertaken to ensure the quality of the food
7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can met the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of September 2018

The following members attended the meeting.

S. No.	Name	Department and Designation	Category	Signature
1.	Dr. V. V Subbarao	Professor, S&H	Convener	V.V. Subbarao
2.	Mr. D. Prabhakararao	Asst. professor ECE	Member	[Signature]
3.	Mr. APCV, Gopala Rao	Asst. professor S&H	Member	[Signature]
4.	Mr. K. Ramesh Babu	Asst. professor ECE	Member	[Signature]
5.	Mr. B. Trinadh	Asst. professor CE	Member	[Signature]
6.	Mr. CH. Kranthi Kumar	IV ECE-15HT1A0402	Student Member	[Signature]
7.	Mr. B. Anil	III ECE-16HT1A0416	Student Member	[Signature]
8.	Mr. SK. Musthafa	II ECE-17HT1A0450	Student Member	[Signature]
9.	Mr. K. Nikhil	I CSE-18HT1A0558	Student Member	[Signature]
10.	Mr. S. Bharath	I CSE-18HT1A0588	Student Member	[Signature]

V.V. Subbarao  
Convener



# Chalapathi Institute of Technology

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## CIRCULAR

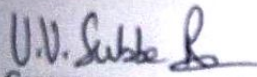
Ref: CIT/ CC / 2018-19/ canteen Committee Meeting

14-02-2019

This is to inform all the members that the canteen committee meeting is scheduled on 14-02-2019 at 4.00 pm. All the members should attend the meeting without fail.

### AGENDA:

1. Arrangement for staff and students in the canteen
2. Quality of food
3. Keeping of suggestion box
4. Menu
5. Quality of raw materials
6. Regular visit of a facility of to check the quality of food
7. Cleanliness
8. Any other items

  
U.V. Subba Rao  
Convenor

### **Circulated to:**

Office,  
Committee members,  
All HODs

  
Principal  
PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA  
GUNTUR - 522 016 A.P.



Date: 14-02-2019

Minutes of Canteen committee

The canteen committee is designed for the welfare of staff and student to have hygienic

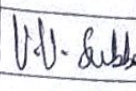


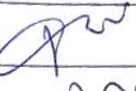
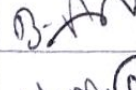
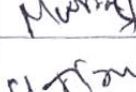
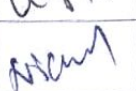
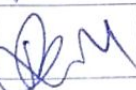


Food along with well maintained canteen services the committee takes regular suggestions from

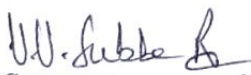
Students and staff to improve the canteen services.

The following points are discussed in the canteen committee meeting held on 14-02-2019 at 4.00pm

1. Separate arrangement to students (boys and girls) and staff in the canteen to be made.
2. Quality of food being served in the canteen during the day and night time.
3. It is decided that the suggestion /complaint register should be kept in canteen for regular feedback.
4. It is decided to maintain a menu of the list of items to be sold along with their prices.
5. It is decided to check the quality of raw materials that are used in in the cooking process.
6. Regular visits by the members of the canteen committee are undertaken to ensure the quality of the food
7. Cleanliness should be maintained in and around the canteen.
8. If any suggestions to be made by the members of the canteen committee, they can met the convener of the committee at any time.
9. Allocation of duties to visit the canteen for the month of February 2019

The following members attended the meeting.

S. No.	Name	Department and Designation	Category	Signature
1.	Dr. V. V Subbarao	Professor, S&H	Convener	
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member	
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member	
4.	Mr.k,RameshBabu	Asst. professor ECE	Member	
5.	Mr. B.Trinadh	Asst. professor CE	Member	
6.	Mr.B.Anil	IV ECE-16HT1A0416	Student Member	
7.	Mr.SK.Musthafa	III ECE-17HT1A0450	Student Member	
8.	Ms.U.Tirupatamma	III ECE -17HT1A0486	Student Member	
9.	Mr.K.Nikhil	IICSE-18HT1A0558	Student Member	
10.	Mr.S.Bharath	II CSE-18HT1A0588	Student Member	

  
Convener



**Chalapathi**  
**Institute of Technology**  
Approved by AICTE | MOTHADAKA

**Sub: CIT, Mothadaka / Canteen Committee for the academic year 2018-19 Orders -  
Issued-Reg.**

Date 14-02-2019

The undersigned is pleased to constitute Canteen Committee with the following members for the academic year 2018-19.

S.No.	Name	Department and Designation	Category
1.	Dr.V.V Subbarao	Professor, S&H	Convener
2.	Mr.D.. Prabhakararao	Asst. professor ECE	Member
3.	Mr.APCV , Gopala Rao	Asst. professor S&H	Member
4.	Mr.k,RameshBabu	Asst. professor ECE	Member
5.	Mr. B.Trinadh	Asst. professor CE	Member
6.	Mr.B.Anil	IV ECE-16HT1A0416	Student Member
7.	Mr.SK.Musthafa	III ECE-17HT1A0450	Student Member
8.	Ms.U.Tirupatamma	III ECE -17HT1A0486	Student Member
9.	Mr.K.Nikhil	II CSE-18HT1A0558	Student Member
10.	Mr.S.Bharath	II CSE-18HT1A0588	Student Member

CC:

1. Canteen
2. Boys & Girls Hostels
3. Members of the Committee
4. Office

  
PRINCIPAL

PRINCIPAL  
CHALAPATHI INSTITUTE OF TECHNOLOGY  
A.R. NAGAR, MOTHADAKA  
GUNTUR - 522 015, A.P.



**COMPLAINT REGISTER**  
 A.Y : 2018-19

S.NO	DATE	COMPLAINT	SIGN	ACTION TAKEN	SOLVED DATE	SIGN
01	18-6-18	canter is not clean	Surya	To solve the problem	19-6-18	S
02	25-10-18	Canter not clean	Surya	To rectify the problem	26-10-18	S
03	5-11-18	sambhar is not well	S	To solve the problem	6-11-18	S
04	28-11-18	curry is not tasty	S	To solve the problem	29-11-18	S
05	3-12-18	Canter is not good	S	To rectify the problem	4-12-18	S
06	17-12-18	canter maintenance is poor	S	To solve the problem	18-12-18	S
07	31-12-18	Rice is not well	S	To rectify the problem	2-1-19	S

*U.U. Subba Rao*  
**CONVENOR**

*Ganviked*  
**PRINCIPAL**

Chalapathi Institute of Technology  
 A.R. Nagar, MOTHADAKA-522 016,  
 GUNTUR (Dt.), A.P.