

**Raosahab Wangde Master Charitable Trust's  
DNYANSHREE INSTITUTE OF ENGINEERING & TECHNOLOGY**

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Date: 28/11/2025

**Notice**

All the members of the Canteen (Food and Water Hygiene) Committee are hereby informed that the Inspection of canteen and meeting is scheduled on 29th November 2025 in Cafeteria of DIET at 02.45 pm.

Agenda for meeting:

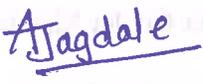
1. Cleanliness of Canteen area.
2. Water Cooler Maintenance
3. Canteen Kitchen cleanliness.
4. Increase some snacks items
5. Discussion on mess charges
6. Discussion on providing single quality tea
7. Discussion on renewal of rate card

Members are requested to attend the meeting in scheduled time.



  
Co-ordinator,  
Canteen Committee

**Present members:**

Sr. No	Present Members	Sign
1	Dr. A. D. Bhagwat (Coordinator)	
2	Mr. I. M. Shaikh (Member)	
3	Prof. S. D. Pawar (Member)	
4	Prof. A. A. Jagdale (Member)	

5. Mr. G.M. Raut



Date: 29/11/2025

## Minutes of Meeting

The Inspection and meeting of the Canteen Committee was conducted on 29/11/2025, Canteen at 02.45 pm.

The meeting started with the welcome of all members. Prof. A.D. Bhagwat welcomed all members of the committee. The following points were discussed:

### **Meeting Discussions:**

**Purpose:** Review of campus/ facility hygiene, cleanliness, and maintenance activities.

#### **1. Water Tank & Water Filter Maintenance**

- The water tank requires maintenance every 3 days.
- Water filter pumps should be changed every 15 days to ensure safe drinking water.

#### **2. Kitchen Cleanliness**

- Overall kitchen cleanliness must be maintained daily.
- Special focus areas:
  - Kitchen fridge** – regular cleaning and checking for expired items.
  - Backyard area** – to be cleaned routinely.
- The kitchen dustbin will be kept outside to avoid Odor and contamination inside the kitchen.

#### **3. Rate Card**

- The existing rate card must be reviewed and updated where necessary.



#### 4. Waste Management

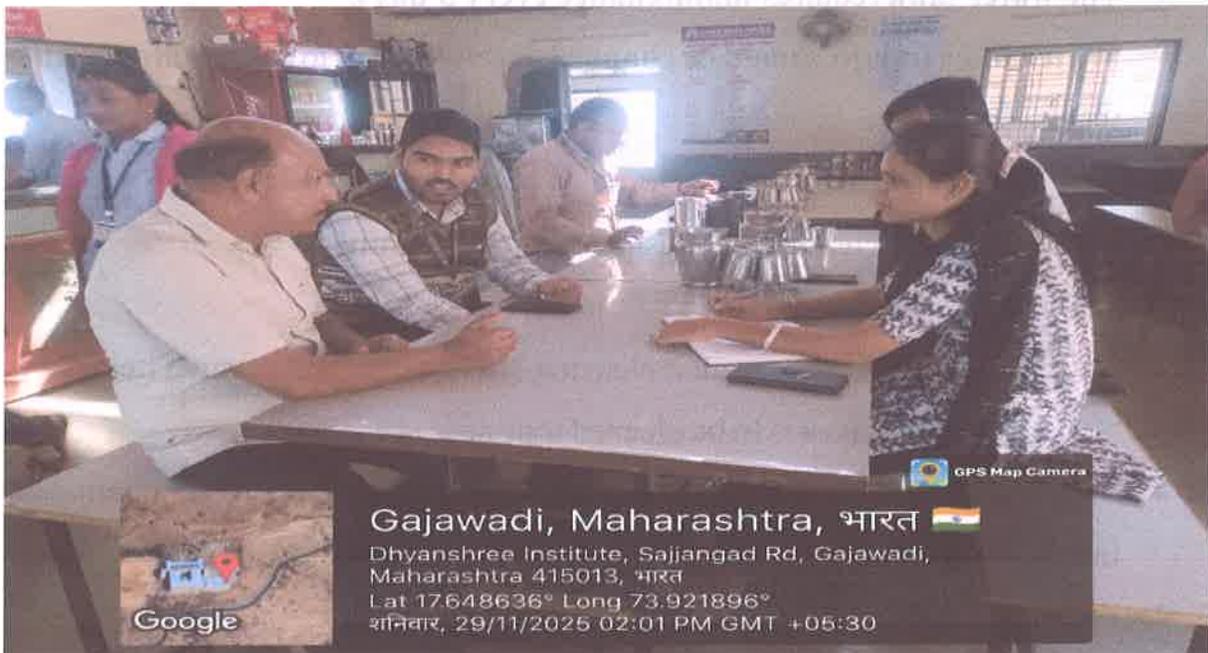
- The backside dustbin place will be changed for better hygiene.
- The waste disposal area will be used for **composting** to promote environmental sustainability.

#### 5. Canteen Cleaning

- Canteen area should be cleaned **2 to 3 times daily**.
- **Water wash** of the entire canteen area must be done **once every week**.

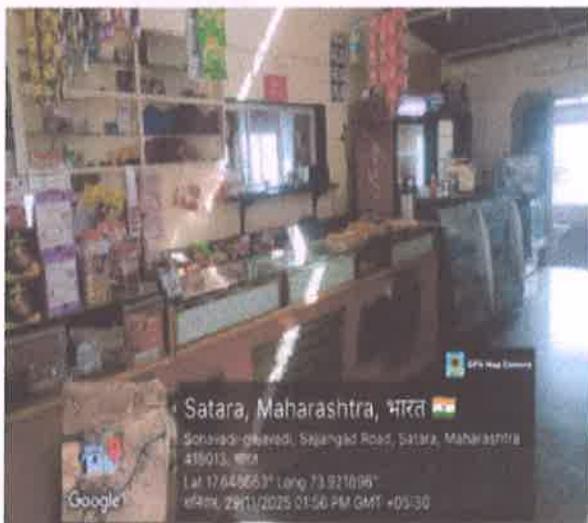
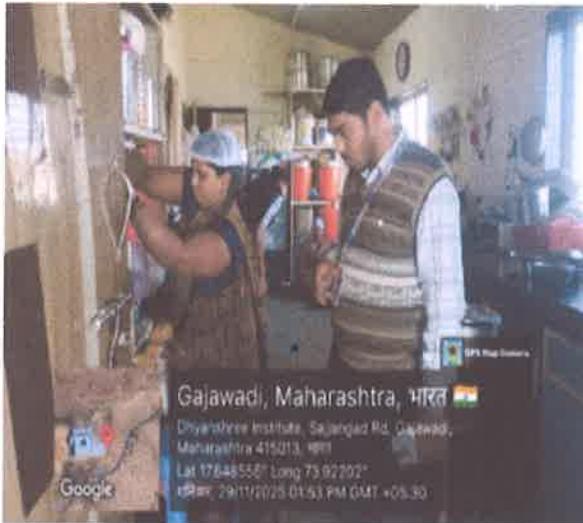
#### Conclusion

The inspection highlighted several areas needing regular monitoring, particularly water maintenance, kitchen hygiene, canteen cleaning frequency, and waste management practices. Implementation of these measures will improve overall sanitation and ensure a healthier environment for all.



Discussion with Mr. Raut about the inspection Dated(29-12-2025)





Canteen Inspection with Committee Members Dated (29-12-2025)



**Present members:**

Sr. No	Present Members	Sign
1	Dr. A. D. Bhagwat (Coordinator)	
2	Mr. I. M. Shaikh (Member)	
3	Prof. S. D. Pawar (Member)	
4	Prof. A. A. Jagdale (Member)	

5. Mr. G. M. Raut

