

Central University of Haryana

Proceedings of the Meeting of Committee constituted for the monitoring of Dining Facilities at University Guest House

Upon the approval of the competent authority, the committee consisting of following members to monitor the dining facility at University Guest House conducted the meeting in the Office of Professor & Head, department of Tourism & Hotel Management on 22nd July 2016 at 1500 hours:

1. Professor Ashish Dahiya
2. Professor G.K. Kochar
3. Dr. Anand Sharma
4. Dr. Ajay Kumar
5. Mr. Tarun Sikarwal (Cook - Invitee)

The Committee found that the dining facilities in the guest house are operational and as approved breakfast and lunch services are executed. About 8-10 people on average are availing this facility presently. However, the dinner services are yet to be commenced. The committee viewed the matter seriously and advised the cook to start dinner services at earliest. The timings of the meals shall be as notified by the university

To begin with, equipments have been provided from the kitchen of the Department of Tourism & Hotel Management. Further, for the smooth functioning of the mess the list of the equipments required is as attached. The same shall be sent to the store for the procurement after obtaining the approval from the competent authority.

It is proposed that each member who wants to avail the dining facility at the guest house shall enroll as a member with Rs 1000/- as membership fees (one Times) and pay the amount of Rs. 1000 on First and Fifteenth of every month. The amount should be paid to Cook who shall deposit it to the Faculty In-Charge Guest House and or Warden on the same day.

It is also suggested that the members should inform at least a day before to the Cook about his/her unwillingness to dine. Else the payment shall be chargeable.

Similarly, the members should inform at least a day before to the cook in case guests of the member are likely to dine. The Cook has requested for the manpower. This matter will be resolved in due course of time.

The indent form (in triplicate) shall be used for the purchase of consumable items. Any three committee members out of four will sign it for the approval & monitor for payments against the payment receipts with proper record keeping. A register will be maintained for dining record of the members.



Prof. Ashish Dahiya



Prof. G.K. Kochar



Dr. Anand Sharma



Dr. Ajay Kumar

Copy to: All members, OSD (Academic), PA to Registrar & PA to Hon'ble Vice-Chancellor for kind information of Hon'ble Vice-Chancellor