

Constitution of Hostel Committee

OFFICE ORDER

Date: 25-09-2024

Sub: GITAMW -Constitution of Hostel Committee -Nomination of the members-Reg.

With reference to the subject cited above, the following staffs are hereby nominated Hostel Committee for the year 2024-25.

S.No	Name of the Committee Member	Designation	Designation in Committee	Signature
1	Dr. M Rama Subbamma	Principal	Chairman	
2	Mr. Y Prakash Rao	Asst. Prof., ECE dept.	Member	
3	Mrs.B.Venkateswaramma	Asst. Prof., ECE dept	Member	
4	Mrs. D Vijayamma	HoD, H&S	Member	
5	Mr. N Subramanyam	AO	Member	
6	Mr. K Rambabu	Librain	Member	
7	Mrs.C Reshma	Warden	Member	
8	Mrs. Pushpa Latha	Receptionist	Member	
9	Mrs. Lakshmi Devi	Receptionist	Member	
10.	M. Sruthi	Ambassador	Member	
11	Prathyusha	Ambassador	Member	
12	Sravanthi	Ambassador	Member	

ROLE AND RESPONSIBILITIES OF COMMITTEE:

- The Hostel and Food Committee is responsible for keeping a check on the hostel infrastructure, housekeeping issues etc.
- To Inspect and Monitor the cleanliness of Hostel Mess like Dining Hall, Potable Water, Cooler and its surrounding areas also the cleanliness of cooks and waiters including their personal hygiene and dressing.
- To ensure leave record of the student has been maintained.

- To encourage sports, cultural and other activities in the hostel so as to promote inter-student cooperation.
- Preparation of the menu for the week in consultation with the hostel inmates.
- Regular testing and checking of the quality of food etc.
- Each faculty member has to visit the mess as per given schedule and write the remarks after inspection in the register.
- To ensure that hostel has provided First Aid and primary health kit for its residents.
- To monitor proper functioning of amenities such as a study room, TV room, an indoor games room, Guest room and a dining hall with mess, wi-fi facility, hot water supply etc.
- In short, Ladies Hostel and Mess committee makes the hostel life of a student cherish able for a life time.

PRINCIPAL