

Ref No: MIET/ADM/OCD/2025-26/032

Date: 23.09.2025

Constitution of Food Quality Assurance Committee

In order to ensure proper monitoring of hygiene, safety, and quality standards of food being provided in the college premises, a Food Quality Assurance Committee has been constituted with immediate effect.

The committee will consist of the following members:

1. **Prof. (Dr.) Sanjay Kumar Singh - Chairperson**
2. **Prof. (Dr.) Sanjeev Singh - Member**
3. **Dr. Honey Tomar - Member**
4. **Mr. Praveen Kr. Chakravarti – Member**
5. **Mr. Sanjay Vashisth - Member**

The committee shall be responsible for:

- Monitoring the quality and hygiene of food served in the canteen and mess.
- Ensuring compliance with safety and nutritional standards.
- Addressing complaints and feedback regarding food services.
- Submitting periodic reports to the undersigned.
- The Check list for Audit is attached herewith as per Annexure A.

All concerned are requested to extend their full cooperation to the committee members.


Prof. (Dr.) Sanjay Kr. Singh
Director

Copy for information and necessary action to:

1. Hon'ble Chairman and Vice Chairman
2. Dean – Academics, Dean – Students Welfare, all other Deans
3. All the HODs, All the faculty members and all the staff members
4. IQAC, Registrar, ERP, Account Section, Hostel Warden, Transport I/c, Admin Officer, Notice Board.

Food Quality Inspection Checklist – Institute Mess & Canteen

Date of Inspection: _____

Inspected By (Committee Member): _____

Location (Mess / Canteen): _____

A. Hygiene & Sanitation

S. No.	Parameter	Rate (1 to 5)	Remarks
1	Kitchen and dining area are clean and well-maintained		
2	Food handlers wear clean uniforms, gloves, caps		
3	Handwashing facilities with soap available and used		
4	Waste disposal system is adequate and functional		
5	Pest/rodent control measures are in place		

B. Raw Material Quality

S. No.	Parameter	Rate (1 to 5)	Remarks
6	Vegetables are fresh, washed, and free from spoilage		
7	Milk and dairy products are fresh and properly stored		
8	Cereals, pulses, and grains are clean and not expired		
9	Packaged items carry FSSAI/ISI certification and valid expiry dates		
10	Storage conditions (temperature, humidity) are maintained		

C. Food Preparation & Cooking

S. No.	Parameter	Rate (1 to 5)	Remarks
11	Cooking area is clean and free of cross-contamination		
12	Utensils and equipment are properly cleaned and sanitized		

S. No.	Parameter	Rate (1 to 5)	Remarks
13	Cooking oil is fresh and not reused beyond permissible limits		
14	Food is cooked thoroughly at safe temperatures		
15	Use of artificial colors/flavors is avoided		

D. Food Serving & Storage

S. No.	Parameter	Rate (1 to 5)	Remarks
16	Food is served hot and in clean utensils		
17	Leftover food is not reused for the next meal		
18	Drinking water is safe, filtered/RO, and regularly tested		
19	Refrigerators/freezers are clean and at correct temperature		
20	Proper labeling & storage of prepared food items		

E. Student/Staff Feedback

S. No.	Parameter	Rate (1 to 5)	Remarks
21	Feedback register/online system available		
22	Complaints/grievances addressed promptly		
23	Student representatives consulted in menu planning		

Overall Inspection Result:

- ☐ Satisfactory
☐ Needs Improvement
☐ Unsatisfactory

Inspector's Signature & Date: _____