

Date: 11/10/2022

Meeting: Regarding

- sitting arrangement & lightening in common girls room.
- Lightening in washroom (girls)
- variety of food items in canteen

Venue: Principal's office

Agenda: Problems to be discussed

There is lack of sitting arrangement and lightening facilities in girls common room and improper lights in girls washroom. Students are also facing the problem of unavailability of variety of food items in canteen menu.

Proceedings: Repair and maintenance committee was informed about the problem of lightening in washroom and common girls room. Incharge of girls common room was asked to placed extra chairs there. Suggestions were given to the incharge of canteen to prepared date wise menu of canteen so that students can get variety in food items.

Implementation: Principal now agreed to the above taken suggestions and asked the respective incharges to do needful within one week.

Signature of CR's.

Pooja K. S. S. S.