

Hostel Mess Rules & Regulation



CHAIBASA ENGINEERING COLLEGE

(Estd. By Govt. Of Jharkhand & Run By Techno India Under PPP)

Kelendi, Jhinkpani, West singhbhum, Jharkhand-833215

: Mess Rule:

- All boarders of the hostel shall automatically be members of the respective hostel mess.
- Joining the hostel mess is mandatory for all boarders.
- Meals shall be served in the dining hall of the hostel during the scheduled hours as notified from time to time. No meal or refreshments shall be served to boarders outside the dining hall except with the permission of Warden or Mess Manager in case of emergency.
- Boarders are **not allowed to take the mess utensils** out of the dining hall, failing which a **fine of Rs.250** will be imposed. However, in case of emergency, boarders may be allowed to take utensils but the boarder or his/her roommates are also liable to pay the same fine, if utensils are not returned immediately.
- Boarders shall refrain from entering the dining hall without being appropriately dressed. They should tie their hair properly (For Girls) before entering into the dining hall.
- All boarders shall pay their mess dues on or before 10th day of every month. Receipts shall be issued at the time of payment and boarders are advised to retain the receipts till the end of each semester. Failing to pay the mess dues on or before 10th day of each month attracts additional charges of Rs 50 per week.
- There shall not be any Diet off/ Meal off option in general but under specific circumstances

100% diet off /Meal off is admissible to a member in the following cases:

- He/she is on medical leave; a certificate of the same must be produced duly certified from Govt. Medical officer.
- Approved academic leave from the Institute.
 - In case of Study tours, equal to or more than five days approved through respective HoD's and Chief Warden/Asst. Warden for a Resident, refund in the mess bill will be considered, provided prior notice is given.

Applications for diet off/Meal Off under these clauses shall be submitted through proper channel through warden and chief warden.

- Half mess dues can be collected from boarders staying a maximum of 15 days in the hostel within a particular month. However, to avail this facility a boarder must obtain leave approved by competent authorities and intimate the same to the mess convener/Manager/Mess Committee prior to proceeding on leave. Boarders staying for more than 15 days shall pay full mess dues.
- Guest of a boarder or other guest may be allowed to take meal in the mess by payment of a charge determined from time to time by the Mess Committee. The mess manager should be informed of the matter at least five hours earlier. No guest will be entertained in the mess for more than 12 meals/ maximum 4 days in a month. If any resident violates this provision, he/she will be penalized appropriately by the Warden(s) or Institute Management.
- On the request of the students' mess representatives, a meeting can be convened by the mess and canteen committee members with the contractor in the last week of the month for necessary improvements and suggestions.
- For any kind of complain/suggestion(s) the residents/non-residents may contact the members of the Mess cum Canteen committee.
- Food packing is strictly prohibited. If needed, it will be by the permission of the warden and on an extra charge.
- Mess Menu is as decided by the Mess Committee of Chaibasa Engineering College, consisting representation from Students, Faculty, Mess vendor. Mess Committee reserves the right to change/modify the Mess Menu & Mess fee.
- Every Month Feedback shall be collected from the inmates by the Mess committee to monitor the quality & service of the Mess by the vendor.
- Any violation of regulation by both mess vendor & Inmates(students) may bring disciplinary/legal action. Mess committee is authorized to take disciplinary/Legal action on both Mess Vendor & students.
- Inmates shall not be charged a single penny during institute declared holidays. (When Mess & Hostel operations remain closed)

Hygiene of Cooked food, Dining area, Store Room should not be compromised at any cost. If any one found guilty/responsible for unhygienic situation prevailing in the mess area (Mess vendor, Student), hence Shall be booked under institutional mess regulation and serious financial penalty may be imposed on them by the institute management, subjected to the recommendation by the Mess committee.

➤ Cleanliness & Hygiene of Kitchen, dining area is the responsibility of Mess Vendor.

➤ Mess timing must be **strictly** followed by the boarders

| ➤ MEALS | ➤ Timings |
|-------------|--|
| ➤ BREAKFAST | ➤ 8.15am-9.15am |
| ➤ LUNCH | ➤ 12.30pm-2.00pm |
| ➤ DINNER | ➤ 8.15pm-9.15pm (First Year Boys hostel) 9.00 pm to 10.00 pm (Main boys & Girls hostel) |

▪ ## Dining rooms will be locked after the schedule timings.

The Above-mentioned Regulation is approved by the Competent Authority of Chaibasa Engineering college.