



# D.A.V. SCHOOL OF BUSINESS MANAGEMENT

D.A.V. CAMPUS, UNIT-VIII, NAYAPALLI, BHUBANESWAR-751012

Email: dsbmbbsr@gmail.com. Website: www.dsbm8.org, Tel: 0674 2970704

Ref.No: DSBM/ 2794 /2021

Date: 08.11.2019

## OFFICE ORDER

It is hereby informed that an internal complaint committee is constituted with the following members to examine any complaint received, scrutinize and submit the report to the undersigned.

1. Dr. Anjali Panda
2. Mr. Satyajit Dikshit



PRINCIPAL

**Copy to:** 1. The concerned persons for information and necessary action.  
2. Office Order File



PRINCIPAL



# D.A.V. SCHOOL OF BUSINESS MANAGEMENT

UNIT-VIII, NAYAPALLI, BHUBANESWAR-751012

Email: [dsbmbbsr@gmail.com](mailto:dsbmbbsr@gmail.com). Website: [www.dsbm8.org](http://www.dsbm8.org), Tel: 06742560539

## Proceedings of the Internal Committee Meeting held on 05/02/2020 (Wednesday)

### Agenda

1. Complaint regarding poor quality of food
2. Complaint regarding unhygienic condition of utensils
3. Excessive oil and spices in the food

### Proceedings

1. The internal complaint committee comprising of Dr. Anjali Panda & Mr. Satyajit Dikshit discussed regarding the complaint received from the students through the application received from the drop box.
2. The members interacted with students and assured them to incorporate various remedial measures.
3. The owner of M/s Baba Catering was called for the meeting where he was apprised of the following complaints given by the students.
  - (a) Poor quality of food
  - (b) Unhygienic condition of utensils
  - (c) Excessive oil and spices in the food
4. The caterer assured to take care of the above points raised by the students and try to provide healthy and wholesome food with proper hygiene.
5. The members unanimously agreed and communicated to the Principal for remedial measures.

*Anjali Panda*  
(Dr. Anjali Panda)

*Satyajit Dikshit*  
(Satyajit Dikshit)