

12
April 15, 2014

NOTICE

The University Cleanliness & Maintenance Committee meeting is scheduled on the April 15, 2014 at 3.45 p.m. in A 301 regarding purchase of required items listed below and to review the maintenance and cleanliness of the university campus. The committee members are requested to attend the same.

For purchase of

1. Air freshner
2. Steam iron
3. Cassrole set

Nidhi
Dr. Nidhi Bhargava
(co-ordinator)

Minutes of the 'University Cleanliness and Maintenance Committee' Meeting held on April 15, 2014 at 3.45 p.m.

The maintenance, repairing and cleanliness complaints were discussed and the list of the maintenance jobs was handed over to the concerning department. The student's complaint about the washroom and rooms cleaning. They said that some of the rooms of old and new wings are not cleaned properly by sweepers and they don't empty the dustbins also daily. The sweeper in charge was called and problems were discussed with him. He took action the next day and change the sweepers duty in the respective wings. The order for the purchase of air freshner, Steam iron and Cassrole set was made to the accounts department. The responsibility was given to Rena Mehta.

Nidhi Bhargava- Nodal Officer Nidhi

Anima Vaish- Coordinator Anima

Sunetra Dutt- Coordinator Sunetra

Rena Mehta-Asst. Coordinator Rena Mehta

Gargi Saxena Gargi

Monika Agarwal Monika

Nalini Totuka Nalini Totuka

Neha Gupta Neha

Pragya Sinha Pragya

August 20¹⁸, 2014

NOTICE

The University Cleanliness & Maintenance Committee meeting is scheduled on the August 20, 2014 at 3.45 PM in A 301 regarding purchase of required items listed below. The committee members are requested to attend the same.

1. Curtains for Geography, Psychology and E block
2. PVC door mats

Nishi
Dr. Nishi Bhargava
(Co-ordinator)

Minutes of the 'University Cleanliness and Maintenance Committee' Meeting held on August 20, 2014 at 3.45 PM

The maintenance, repairing and cleanliness complaints were discussed and the list of the maintenance jobs was handed over to the concerning department. The order for the purchase of curtains for Geography, Psychology, E block and PVC door mats was made to the accounts department. The responsibility was given to Anima Vaish.

Nidhi Bhargava- Nodal Officer Nidhi

Anima Vaish- Coordinator Anima

Sunetra Dutt- Coordinator Sunetra

Rena Mehta-Asst. Coordinator Rena Mehta

Gargi Saxena Gargi

Monika Agarwal Monika

Nalini Totuka Nalini

Neha Gupta Neha

Pragya Sinha Pragya




THE IIS UNIVERSITY

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22 June 2015

Notice

The Housekeeping Committee meeting is scheduled on the 24 June 2015 at 3.45 p.m. in meeting room. The committee members are requested to attend the same.


Dr. Nidhi Bhargava
(Nodal Officer)



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June 24, 2015

Minutes of the 'Housekeeping Committee' Meeting held on June 24, 2015 at 3.45 p.m.

The requirements for the university campus were discussed in the meeting and it was suggested that cloth for Pin Board and Curtains for Back stage were required. It was also decided that the purchase can be shown in next academic year ie 2015-2016. The responsibility of purchase was given to Dr. Nidhi Bhargava and Dr. Pragya Sinha


Dr. Nidhi Bhargava
(Nodal Officer)


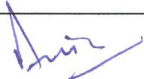
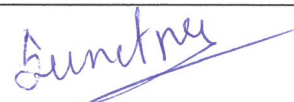
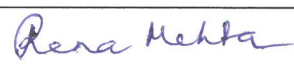
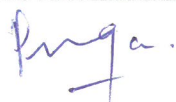
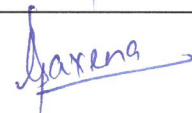





THE IIS UNIVERSITY

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June 24, 2015

Housekeeping Committee 2015-2016

S.No.	Name of the Member	Signature
1	Dr. Nidhi Bhargava	
2	Dr. Anima Vaish	
3	Ms Sunetra Dutt	
4	Ms Rena Mehta	
5	Dr. Pragya Sinha	
6	Dr. Gargi Saxena	
7	Ms Monika Agarwal	
8	Dr Nalini Totuka	
9	Ms. Neha Gupta	



THE IIS UNIVERSITY

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August 25, 2015

Notice

The Housekeeping Committee meeting is scheduled on the 27 August 2015 at 3.15 p.m. in meeting room. The committee members are requested to attend the same.

Dr. Nidhi Bhargava
(Nodal Officer)




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August 27, 2015

Minutes of the 'Housekeeping Committee' Meeting held on August 27, 2015 at 3.15 p.m.

The requirements for the university campus were discussed in the meeting and it was suggested that there is a need for Water Camper and a Tea kettle in the Department of Housekeeping. The responsibility of purchase was given to Dr. Pragya Sinha and Dr. Gargi Saxena.


Dr. Nidhi Bhargava
(Nodal Officer)



THE IIS UNIVERSITY

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August 27, 2015

Housekeeping Committee 2015-2016

S.No.	Name of the Member	Signature
1	Dr. Nidhi Bhargava	
2	Dr. Anima Vaish	
3	Ms Sunetra Dutt	
4	Ms Rena Mehta	
5	Dr. Pragya Sinha	
6	Dr. Gargi Saxena	
7	Ms Monika Agarwal	
8	Dr Nalini Totuka	
9	Ms. Neha Gupta	



THE IIS UNIVERSITY

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September 4, 2015

Notice

The Housekeeping Committee meeting is scheduled on the September 7 2015 at 3.30 p.m. in A 304. The committee members are requested to attend the same.


Dr. Nidhi Bhargava
(Nodal Officer)




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September 7, 2015

Minutes of the 'Housekeeping Committee' Meeting held on September 7, 2015 at 3.30 p.m.

The meeting was held to discuss the requirements for the university campus and it was suggested that there is a need to buy Big Dustbins (5 in number) to be kept outside each block and at different places in the University campus to meet the cleanliness standards of the campus. The responsibility of purchase was given to Dr. Gargi Saxena and Ms. Sunetra Dutt.


Dr. Nidhi Bhargava
(Nodal Officer)


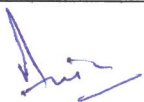
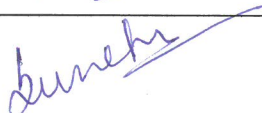
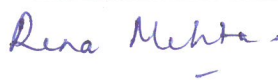
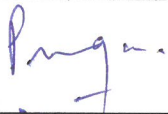
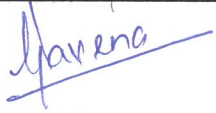

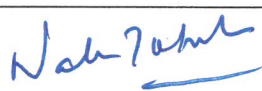
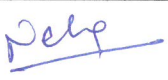


THE IIS UNIVERSITY

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September 7, 2015

Housekeeping Committee 2015-2016

S.No.	Name of the Member	Signature
1	Dr. Nidhi Bhargava	
2	Dr. Anima Vaish	
3	Ms Sunetra Dutt	
4	Ms Rena Mehta	
5	Dr. Pragya Sinha	
6	Dr. Gargi Saxena	
7	Ms Monika Agarwal	
8	Dr Nalini Totuka	
9	Ms. Neha Gupta	



THE IIS UNIVERSITY

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October 21, 2015

Notice

The Housekeeping Committee meeting is scheduled on the 26 October 2015 at 3.30 p.m. in A 304. The committee members are requested to attend the same.


Dr. Nidhi Bhargava
(Nodal Officer)

ICG Campus, Gurukul Marg,
SFS, Mansarovar, Jaipur 302020
INDIA




THE IIS UNIVERSITY

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October 26, 2015

**Minutes of the 'Housekeeping Committee' Meeting held on October 26, 2015
at 3.30 p.m.**

The requirements for the university campus were discussed in the meeting and it was suggested that there is a need for Water Camper (2) for the get together and events organized by the University. The responsibility of purchase was given to Dr. Pragya Sinha and Ms. Sunetra Dutt.


Dr. Nidhi Bhargava
(Nodal Officer)



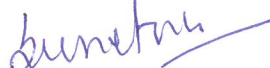


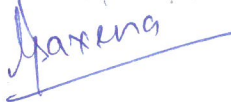




THE IIS UNIVERSITY

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October 26, 2015

Housekeeping Committee 2015-2016

S.No.	Name of the Member	Signature
1	Dr. Nidhi Bhargava	
2	Dr. Anima Vaish	
3	Ms Sunetra Dutt	
4	Ms Rena Mehta	
5	Dr. Pragya Sinha	
6	Dr. Gargi Saxena	
7	Ms Monika Agarwal	ABSENT
8	Dr Nalini Totuka	
9	Ms. Neha Gupta	



THE IIS UNIVERSITY

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09-01-16

NOTICE

A meeting of Housekeeping Committee is scheduled on 11 January 2016 at 3.30 pm. in the meeting room. The committee members are requested to attend the same.

Dr. Anima Vaish
(Co-ordinator)

13-01-16

Minutes of the Housekeeping committee meeting held on 11-01-2016 at 3.30 pm

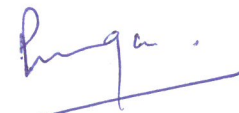

Dr. Anima vaish, Dr. Rena Mehta ,Dr. Gargi Saxena, Dr. Pragya Sinha and Dr. Monika Agarwal attended the meeting. The requirement of an Air Fryer was taken into consideration and the purchase committee was asked to get quotations for the same. Dr. Gargi Saxena was assigned the duty to place order.


Dr. Anima Vaish

Co-ordinator


Dr. Rena Mehta.

Asst. Co-ordinator

3-05-2016



THE IIS UNIVERSITY

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3-05-2016

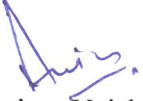
NOTICE


A meeting of Housekeeping Committee is scheduled on 5 May 2016 at 3.30 pm. in the Activity Room. The committee members are requested to attend the same.

Dr. Anima Vaish
(Co-ordinator)

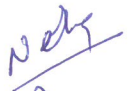

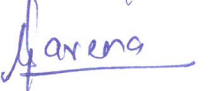
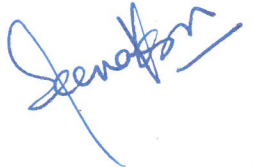
**Minutes of the 'Housekeeping Committee' Meeting held on 05 May, 2016 at
3.30 pm.**

All the committee members attended the meeting. Need of replacement of plastic water bottles with steel water bottles was discussed. It was decided that steel water bottles should be bought before the start of the practical exams. Requirement of some more water campers was also considered. Dr. Pragya Sinha and Dr. Anima Vaish were given the responsibility to take care of the purchase.


Dr. Anima Vaish
Co-ordinator


Dr. Rena Mehta
Asst. co-ordinator.

Members

12-09-16



THE IIS UNIVERSITY

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12-09-16

NOTICE


A meeting of Housekeeping Committee is scheduled on 14 September 2016 at 3:15 pm in the Activity Room. The committee members are requested to attend the same.

Dr. Anima Vaish
(Co-ordinator)

Minutes of the 'Housekeeping Committee' Meeting held on 14 September, 2016 at 3.15 pm.

All the committee members except Dr. Rena Mehta attended the meeting. Request for purchase of new crockeries, bed sheets and table covers for table layout was discussed and taken into consideration. Purchase of some doormats were also found to be necessary. Dr. Pragya Sinha & Dr. Gargi Saxena were given the responsibility to expedite the purchase process.

Also, the AMC issues related to the Pest control of Library with PCI Pest Control Pvt Ltd. was discussed. As reported by Dr. Sonal Jain, (Librarian), need was felt to talk to the agency regarding its irregular services in the year 2016. Dr. Sonal Jain was asked to call the person concerned for a talk. It was also suggested that in case of continued negligence, the agency could be discontinued and a new agency should be hired.


Dr. Anima Vaish
Co-ordinator


Members


Dr. Sonal Jain
(Librarian)

As a part of Annual Maintenance of the University campus, the following staff members are put on duty

Cleanliness & Maintenance- Block A	Nalini Totuka-Coordinator
Cleanliness & Maintenance- Block A	Ajay Singh Hada
Cleanliness & Maintenance- Block B	Neha Gupta-Coordinator
Cleanliness & Maintenance- Block B	Utsav Malpani
Cleanliness & Maintenance- Canteen/Kiosks	Swati Vyas Ramani-Coordinator
Cleanliness & Maintenance- Canteen/Kiosks	Archana Jain
Cleanliness & Maintenance Computer Labs	Anubha Jain-Coordinator
Cleanliness & Maintenance Computer Labs	Neha Tiwari
Cleanliness & Maintenance- Fine Arts	Ujjvala M Tiwari-Coordinator
Cleanliness & Maintenance- Fine Arts	Heera Lal
Cleanliness & Maintenance- Ground	Renu Shungloo-Coordinator
Cleanliness & Maintenance- Ground	J.P. Karna-Coordinator
Cleanliness & Maintenance- Ground	Iti Gaur
Cleanliness & Maintenance- Ground	Shilpie Chakravarty
Cleanliness & Maintenance- Ground	Jagdish Singh Rajawat
Cleanliness & Maintenance- Hostels	Ila Joshi-Coordinator
Cleanliness & Maintenance- Hostels	Isha Sukhwai
Cleanliness & Maintenance- Hostels	Nalini Totuka
Cleanliness & Maintenance of Staff Rooms	Anima Vaish-Coordinator
Cleanliness & Maintenance of Staff Rooms	Akshita Jain
Cleanliness & Maintenance of Staff Rooms	Sucharita Sharma
Cleanliness & Maintenance- Reception	Poorti Chaturvedi-Coordinator
Cleanliness & Maintenance- Reception	Akanksha Khandelwal
Cleanliness & Maintenance- Reception	Rekha Khorwal
Cleanliness & Maintenance -Research Labs	Manisha Patni-Coordinator
Cleanliness & Maintenance -Research Labs	Charu Sharma
Cleanliness & Maintenance- Security/Electrical Room/Rest Rooms/Compound Area	Nidhi Bhargava-Coordinator
Cleanliness & Maintenance- Security/Electrical Room/Rest Rooms/Compound Area	Abhishek Kumar
Cleanliness & Maintenance- Security/Electrical Room/Rest Rooms/Compound Area	Pawan Avasthi
Cleanliness & Maintenance- VC Secretariate	Rachana Bhargava
Cleanliness & Maintenance- VC Secretariate	Shilpi Rijhwani
Cleanliness & Maintenance-Block C	Charu Jhamaria-Coordinator
Cleanliness & Maintenance-Block C	Ram Babu Goyal
Cleanliness & Maintenance-Block D	Neha Batra-Coordinator
Cleanliness & Maintenance-Block D	Kirti Mathur
Cleanliness & Maintenance-Block E	Mahima Rai-Coordinator
Cleanliness & Maintenance-Block E	Amita Sharma-Com.
Cleanliness & Maintenance-Block F	Smita Purohit-Coordinator
Cleanliness & Maintenance-Block F	Rakesh Chandra Gour
Cleanliness & Maintenance-Main Building	Prachi Goswami-Coordinator
Cleanliness & Maintenance-Main Building	Ankita Chaturvedi
Cleanliness & Maintenance-Main Building	Tanuja Yadav

Cleanliness & Maintenance-Main Building	Navneet Mittal
Cleanliness & Maintenance-Main Building	Seema Paul
Cleanliness & Maintenance-Main Building	Seema Purohit
Cleanliness & Maintenance-Main Building	Sonal Jain
Cleanliness & Maintenance-Main Building	Anup Sharma



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7-02-2017

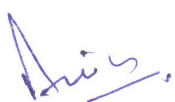
NOTICE

A meeting of Housekeeping Committees scheduled on 10 February 2017 at 3:15 pm in the Meeting Room. The committee members along with other staff on duty are requested to attend the same.

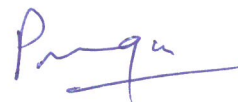
Dr. Anima Vaish
(Co-ordinator)

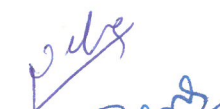
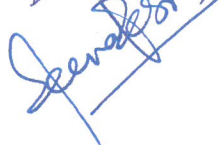
**Minutes of the 'Housekeeping Committee' Meeting held on 10 February, 2017
at 3.15 pm.**

The entire committee was called for the meeting. Each co-ordinator was given a brief idea about their responsibility in context to the maintenance of the University Campus. Mr. Anup Sharma and Mr. Pawan Awasthi were appointed to help the staff members and to take care of all their requirements. Mr. Abhishek Sharma was given the responsibility to ensure the maintenance of all the electrical devices of and electrical room with the help of electricians. Mr. Heeralal was given the duty to take care of the maintenance of the furnace room. The committee planned to meet after ten days for review of jobs allocated to various departments.


Dr. Anima Vaish
Co-ordinator

Members

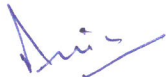


March 26, 2018

NOTICE

The Housekeeping Committee meeting is scheduled on the 28 March 2018 at 3.45 p.m. in A304. The committee members are requested to attend the same.



Dr. Anima Vaish
(Co-ordinator)

March 31, 2018

**Minutes of the 'Housekeeping Committee' Meeting held on 26
March, 2018 at 3.45 p.m.**

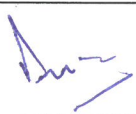
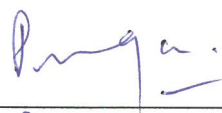
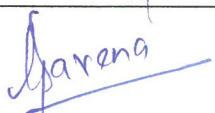
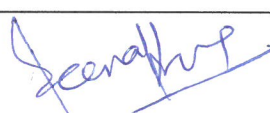
The requirements for the university campus and housekeeping department were discussed and the list of the crockery items required were given to the purchase department of the University. The estimated cost was ruled out to be between Rs. 12,000 to Rs. 15,000.



Dr. Anima Vaish
(Co-ordinator)

Housekeeping Committee 2017-2018

28 March, 2018

S.No.	Name of the Member	Signature
1	Dr. Anima Vaish	
2	Dr. Pragya Sinha	
3	Dr. Gargi Saxena	
4	Dr. Poonam Madan	ABSENT
5	Ms. Reena Verma	
6	Ms. Amandeep Kaur	ABSENT

May 22, 2018

NOTICE

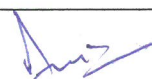
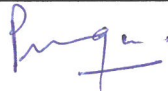
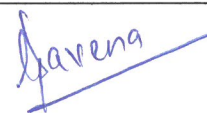
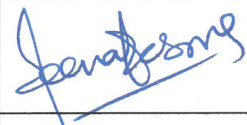
The Housekeeping Committee meeting is scheduled on the 24 May 2018 at 3.45 p.m. in Old Staff room. The committee members are requested to attend the same.



Dr. Anima Vaish
(Co-ordinator)

Housekeeping Committee 2017-2018

24 May, 2018

S.No.	Name of the Member	Signature
1	Dr. Anima Vaish	
2	Dr. Pragya Sinha	
3	Dr. Gargi Saxena	
4	Dr. Poonam Madan	ABSENT
5	Ms. Reena Verma	
6	Ms. Amandeep Kaur	ABSENT

May 28, 2018

**Minutes of the 'Housekeeping Committee' Meeting held on 24
May, 2018 at 3.45 p.m.**

The requirements for the university campus and housekeeping department were discussed and the list of the required items as Water dispenser, water bottles Crockery items and plastic door mats were given to the purchase department of the University. The estimated cost was ruled out to be between Rs. 15,000 to Rs. 20,000.




Dr. Anima Vaish
(Co-ordinator)

September 1, 2018

NOTICE

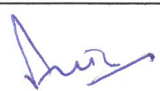
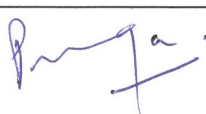
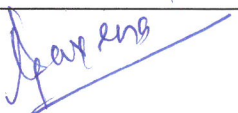
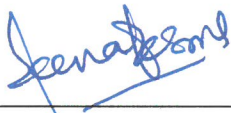
The Housekeeping Committee meeting is scheduled on the 04 September 2018 at 3.45 p.m. in A304. The committee members are requested to attend the same.



Dr. Anima Vaish
(Co-ordinator)

Housekeeping Committee 2017-2018


04 September, 2018

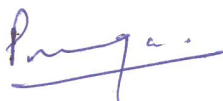
S.No.	Name of the Member	Signature
1	Dr. Anima Vaish	
2	Dr. Pragya Sinha	
3	Dr. Gargi Saxena	
4	Dr. Poonam Madan	ABSENT
5	Ms. Reena Verma	
6	Ms. Amandeep Kaur	ABSENT

06 September, 2018

**Minutes of the 'Housekeeping Committee' Meeting held on 04
September, 2018 at 3.45 p.m.**

The requirements for the university campus and housekeeping department were discussed and the list of the items required for the University upkeep as water bottles, dustbins, plastic doormats and air freshner were given to the purchase department of the University. The estimated cost was ruled out to be between Rs. 1,15,000 to Rs. 1,25,000.

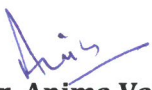

Dr. Anima Vaish
(Co-ordinator)


Renu Mehta

October 04, 2018

NOTICE

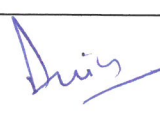
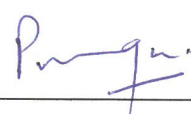
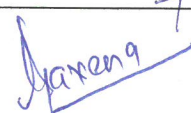
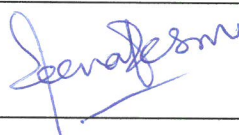
The Housekeeping Committee meeting is scheduled on the 09 October 2018 at 3.45 p.m. in A304. The committee members are requested to attend the same.



Dr. Anima Vaish
(Co-ordinator)

Housekeeping Committee 2017-2018

09 October, 2018

S.No.	Name of the Member	Signature
1	Dr. Anima Vaish	
2	Dr. Pragya Sinha	
3	Dr. Gargi Saxena	
4	Dr. Poonam Madan	ABSENT
5	Ms. Reena Verma	
6	Ms. Amandeep Kaur	ABSENT

October 10, 2018

**Minutes of the 'Housekeeping Committee' Meeting held on 09
October, 2018 at 3.45 p.m.**

The requirements for the university campus and housekeeping department were discussed and the list of items was made. The items required were air freshner and water bottles which was given to the purchase department of the University. The estimated cost was calculated to be between Rs. 6,000 to Rs. 8,000.

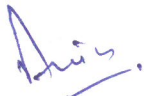


Dr. Anima Vaish
(Co-ordinator)

December 05, 2018

NOTICE



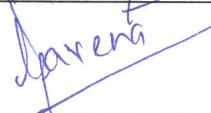
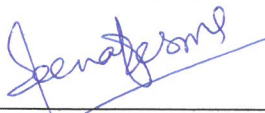
The Housekeeping Committee meeting is scheduled on the 12 December, 2018 at 3.45 p.m. in A304. The committee members are requested to attend the same.



Dr. Anima Vaish
(Co-ordinator)

Housekeeping Committee 2017-2018

12 December, 2018

S.No.	Name of the Member	Signature
1	Dr. Anima Vaish	
2	Dr. Pragya Sinha	
3	Dr. Gargi Saxena	
4	Dr. Poonam Madan	ABSENT
5	Ms. Reena Verma	
6	Ms. Amandeep Kaur	ABSENT

December 15, 2018

**Minutes of the 'Housekeeping Committee' Meeting held on 12
December, 2018 at 3.45 p.m.**

The requirements for the university campus and housekeeping department were discussed and the list of the crockery items required as flask and water bottles was given to the purchase department of the University. The estimated cost was ruled out to be between Rs. 3,000 to Rs. 5,000.



Dr. Anima Vaish
(Co-ordinator)