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BANARSIDAS CHANDIWALA INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

Approved by AICTE and affiliated to G.G.S. Indraprastha University, Delhi
NAAC 'A' Accredited Institution

Chandiwala Estate, Maa Anandamai Marg, Kalkaji, New Delhi - 110 019

Ph: 011-49020300, 49020301, 49020320

E-mail: director@bcihmct.ac.in, Website: www.bcihmct.ac.in

The Ministry of Tourism, Government of India- National Hospitality Skill Certificate

UNDER THE SKILL INDIA MISSION

2017-18

S.no	Name of course	Enrolled	Completed	Dates Conducted
1	Multi cuisine cook	28	28	03.07.17 - 16.09.17

Ministry of Tourism has implemented Hunar Se Rozgar tak program through Banarsidas Chandiwala Institute of Hotel Management. Programmes are supported and sponsored by MOT

Multi cuisine cook course was conducted for 28 trainees for year 2017-18 under Ministry of tourism. Duration of course was 500 hours at institute.

All 28 candidates received certificate after third party evaluation done by Ministry of tourism.

Placement: 17 students were placed in Hospitality Industry by the assistance of placement HSRT cell.

Eligibility Criteria for certification

- First cum first basis
- Attendance should be more than 90% of total hours
- All applicants should be above 18 years of age
- Must have "Adhaar Linked" bank account
- There is no fees for the course
- /

Enclosed Documents:

- CFA from Pay & Accounts office Ministry of Tourism
- Trainees list
- Sample Certificate
- Syllabus & Guideline



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F.No. 36(46)/2015-PMI SD
GOVERNMENT OF INDIA
MINISTRY OF TOURISM
PMI (SD)

C-1 Directorate
Dilliwala Road
New Delhi-110011,
Dated: 27.04.2018

The Pay & Accounts Officer,
Ministry of Tourism,
New Delhi.

2017-18

Subject: Central Financial Assistance of Rs.4,18,920 - (Rs.Four lakh Eighteen Thousand Nine Hundred Twenty only) to Banarsidas Chandiwala Institute of Hotel Management & Catering Technology- New Delhi under the CBSP Scheme of the Ministry of Tourism - Hunar Se Rozgar tak.

Sir,

In continuation of this Ministry's sanction of even no. dated 17.09.2017 and I am directed to convey the sanction of the President of India to release of Rs.4,18,920 - (Rs.Four lakh Eighteen Thousand Nine Hundred Twenty only) as reimbursement of Indt. Insltment to Banarsidas Chandiwala Institute of Hotel Management & Catering Technology- New Delhi for conducting training programme for 28 candidates under the HSRT training programme- an initiative of this Ministry during FY 2017-18. This amount forms 50% of the total Base cost (Rs.5,96,400/-) and the complete cost of Uniform for 25 candidates, Stipends and Certification Charges for all 28 candidates for the year 2018-17. After been released of this amount, the total released will be Rs.5,97,420/- which includes the 80% of the total Base Cost (Rs.5,96,400/-) for all 28 candidates.

2. The payment would be made through electronic transfer to funds in favour of Banarsidas Chandiwala Institute of Hotel Management & Catering Technology, New Delhi, Account No 20057432185, IFSC Code: ALLA0217518 in Allahabad Bank, New Delhi to Pay & Accounts Officer, Ministry of Tourism on presentation of the bill by the Drawing & Disbursing Officer.

3. The grant of Rs.4,18,920- (Rs.Four lakh Eighteen Thousand Nine Hundred Twenty only) is being released on reimbursement basis and the institute has furnished the utilization certificate for Rs. 1,78,500 - that was released as 30% of the total Base Cost (Rs.5,96,400/-) for all 28 candidates.

4. It is also certified that no UC is pending from Institute in respect of grants in aid and released by Central Govt. in respect of all the Schemes Programmes Projects of Ministry of Tourism. Copy of the certificate to this effect received from Institute is also enclosed.

5. A copy of the certificate from the Institute certifying that the list of pass-outs has been uploaded on their website is enclosed.

6. In terms of rule 209(1) of GFR the Grantee Institute has furnished a certificate to the effect that it has not obtained applied for the grants for the same purpose or activity from any other Ministry/Department, Government of India or State Government.



Shanda

7. The Grantee Institute is required to maintain subsidiary accounts of the Governmental grant and furnish to the Accounts Officer a set of audited Statement of accounts and utilization of Grants in aid or whenever called for.

8. In terms of rule 21(1) of GFR the accounts of grantee Institution/organisation shall be open to the inspection by the sanctioning authority and audit, both by the Comptroller and Auditor-General of India under the provision of C.A. (DP) Act 1971 and internal audit by the Principal Accounts Office of the Ministry or Department, whichever the Institution or organisation is called upon to do so.

9. Entries have been made in the Grant-in-Aid register at S.No. 2.

10. The expenditure will be debitable to Demand No.95-Tourism, 3452-Tourism (Minor Head), 80-General (Sub Major Head), 80.003-Training (Minor Head), 08-Capacity Building for Service Providers, 08.00.31-Grants-in-aid-General for the year 2018-2019 (Plan). Code No. 3452-80.003-08.00.31(Plan).

11. This issues with the concurrence of Integrated Finance vide II MOU (13) No. 113 dated 11/04/2018.

Yours faithfully,


R. J. Gupta

Under Secretary to the Government of India.

Copy to:-

1. Adm. II (Cash), MOF, with the original sanction letter (2 copies signed in triplicate) Grant-in-aid-BEL Mandate form
2. IF Division, MOF, Transport Bhawan, New Delhi
3. Dir. Pr. Director of Audit, (B&SM), W. R. Building, IP Estate, New Delhi-110002.
4. ICA, Principal, Pay & Accounts Office, Rajiv Gandhi Bhawan, Sardar Vallabhbhai Airport, Sri Aurobindo Marg, New Delhi-110015.
5. B&A Section, C-1 Harments, New Delhi.
6. The Principal, Bharat Jals Chandiwala Institute of Hotel Management & Catering Technology, Chandiwala Estate, Maa Anandmar Marg, Kirti, New Delhi-110085.
7. The G. M & Corporate affairs, Handicrafts & Handloom Export Corporation of India Ltd., Noida Complex, A-2, Sec. 2, Udyog Marg, Noida-201301 (U.P).
8. The Regional Director (North), INDIA TOURISM, 88 Jangpiti, New Delhi-110001.
9. Director (Studies), NCHMCT, A-21, Sector-62, Noida (U.P).
10. Guard file.


Anshu
Joint Project Manager, IITM (S&T)







BANARSIDAS CHANDIWALA INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

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NAAC 'A' Accredited Institution

Chandiwala Estate, Maa Anandamai Marg, Kalkaji, New Delhi - 110 019
Ph: 011-49020300, Fax: 011 49020320
E-mail: director@bcihmct.ac.in, Website: www.bcihmct.ac.in

Name of the course: Multi Cuisine Cooks
Serial No. of the batch: 06
Date of commencement of the batch: 03.07.2017

Name Of The Candidates	Father's Name	Address	Aadhaar No.	Mobile No.
Ambreen	Mohd. Zareef	H. No 1619, Gali Tajiran, Suiwalan Darya Ganj, New Delhi-110002	826093852349	7838629535
Anuj Dev	Ashok Kumar	L-39 Dakshinpuri, New Delhi-110062	602251517601	8800281483
Asifa	Mohd. Zaki	H. No 1252 Gali Mahal Sarai, Punjabi Phatak, Balli Maran Delhi 110006	405382268682	8010978843
Bhupendra Singh	Ramesh Singh	G-518 New Chowk, Sangam Vihar Delhi-110062	882790884388	9015913891
Deepak	Rajendra Kumar	18/142 Dakshinpuri, New Delhi-110062	509687800135	9968506631
Deepika Halder	Govind Halder	E 170 New Ashok Nagar New Delhi-110096	472907420669	9818092485
Devendra Akash Singh	Durga Singh	12, Shyam Nagar Delhi-110020	944990286885	9953192314
Fehmida Naaz	Akbar Ali	2321, Chhatta Mamgran, Turakman Gate Delhi-110006	410198863935	9213982512
Imran Khan	Dilbagh Ali	D 205 Khera Garhi, Delhi 110082	632915208725	9654807361
Khushboo Dumra	Krishan Kumar	282/4, Govingpuri, Kalkaji, New Delhi-110019	941698453587	9953678607
Kiran	Madan Ram	N-98 Panchsheel Park, New Delhi-110017	445348078145	7838102249
Manish	Raj Kumar	Sh-8 J Block Dakshinpur, New Delhi-110062	779189739092	9716198679
Mohini Dhiman	Arun Singh	732A/7 Govind Puri Delhi-110019	343434605552	9891518410
Muzibur Rehman	Yamin Khan	J3/361 Veer Bazaar Sangam Vihar Delhi-110080	886462448034	8287924589
Nazia	Md. Sadia	C4/F 345 LNJP Colony Ranjit Marg Delhi 110002	354977195913	9654578332
Paras	Vijay Kumar	2/193 Dakshinpuri New Delhi-110062	977563676210	7503752519
Piyush Singh	Ashok Kumar Singh	J2b-38/7 Sangam Vihar Tigri New Delhi-110062	537085365853	7840877831
Praveen	Triloki	2/81 Dakshinpuri New Delhi-110062	412889308331	97177903056
Praveen Kumar	Padam Singh	Sarai Ghasi Bulandshahr UP-203001	258216515358	9759943090
Prithvi Singh Rajora	Vijender Singh Rajora	157/11 Amrit Puri- B Garhi New Delhi-110065	580900680238	9821978895
Sandeep	Rajendra Kumar	B-286 Dakshinpuri New Delhi 110062	397874825927	9717437260
Sunil Rawat	Prashant Singh Rawat	C-1- 322 Sangam Vihar New Delhi-110080	869433173577	8860996717
Suraj Yadav	Rodhey Shyam	4, Krishna Market Kalkaji Delhi-110019	246750278031	9958661237
Surbhi	Vinod Kumar	G-12 H.No.-383 Sangam Vihar Delhi-110080	683275585103	8285797024
Tarun Prasad	Mahesh Chand Uniyal	262, Block 34 Himmatpur Delhi-110091	630038325831	9205740213
Uday Kumar	Kuldeep Kumar	T-40 Vishnu Garden New Delhi-110018	411296322273	7292010861 8376800000
Vicky	Vijay Pal	H.No.-650 Pana Dhiplan Vpo Tikri Delhi-41	974029400896	9990347279
Yash Bawla	Roshan Lal	L-58 Dakshinpuri New Delhi-110062	463702905451	9871304582



[Handwritten Signature]

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Dr. BHUPESH KUMAR
Director
Banarsidas Chandiwala Institute of Hotel Management & Catering Technology



Ministry of Tourism
Government of India



Skill India
कौशल भारत - कुशल भ्रष्ट

Registration No.: HF1707023

Sr. No. 23

The Ministry of Tourism, Government of India-National Hospitality Skill Certificate

“ UNDER THE SKILL INDIA MISSION ”

This is to certify that

Suraj Yadav

has successfully completed the

CERTIFICATE COURSE IN MULTI CUISINE COOK

conducted by

Banarsidas Chandiwala Institute of Hotel Management and Catering Technology, New Delhi

from 3rd July, 2017 to 16th September, 2017


Programme Co-ordinators
HSRT


Principal





**BANARSIDAS CHANDIWALA INSTITUTE OF HOTEL
MANAGEMENT & CATERING TECHNOLOGY**

Hunar Se Rozgar (HSRT) SYLLABUS & GUIDLINES

Shandev



HUNAR SE ROZGAR TAK SYLLABUS

Course Name: F& B Service Steward

Qualification : 10th PASS

Duration : 300 Hours Plus 240 Hours OJT

PRACTICAL COMPONENT

S.No.	Topic – Food & Beverage Service
1	Cleaning the restaurant
2	Setting up and preparing for service
3	Use of Salvar
4	Laying of cover on Table
5	Preparing sideboard for service
6	Care and maintenance (crookery, cutlery, hollowware and equipment)
7	Use of service cloth
8	Types of menus
9	Napkin Folding
10	Receiving and seating guests
11	Taking an order
12	Writing KOT & BOT
13	Presentation of Bill and settlement of payment
14	Clearing and crumbing of table
15	Closing of restaurant

Manda



THEORY COMPONENT

S.No.	Topic – Food & Beverage Service
1	Introduction to food & Beverage Service
2	Etiquettes & Basic Conservation
3	Personal Hygiene
4	Identification and use of Tools and Equipment
5	Techniques and principals of cleaning
6	Food Handling and hygiene
7	Safety and precautions
8	Pride in Nation
9	Food & Beverage Terminology
10	Introduction to Tourism

After completing this program, participants will be able to: →

- Plan for serving food and beverages
- Greet customers, take order and serve
- Apply relevant Customer service skills
- Clean tables and counters
- Exhibit proper etiquette and conduct
- Deal with customer payment and resolve customer service issues
- Follow health, hygiene and safety practices in the industry
- Effectively communication with Guests and Colleagues

Bhanda



HUNAR SE ROZGAR TAK SYLLABUS

Course Name: Room Attendant

Qualification : 5th PASS

Duration : 300 Hours Plus 240 Hours OJT

S.No.	Topic – Housekeeping/ Room attendant
PRACTICAL	
1	Cleaning of Guest Room
2	Cleaning of Bathroom
3	Bed making
4	Cleaning of surfaces (furniture, fixture and floor)
5	Carpet cleaning and shampooing
6	Water and energy conservation
7	Water disposal
8	Use of Cleaning Agents
9	Handling guest queries
Theory	
1	Introduction to Tourism
2	Pride in Nation
3	Introduction to housekeeping
4	Types of Rooms

Bhandari



5	Types of cleaning agents and their use
6	Stock taking
7	Cleaning Agents and their storage

After completing this program, participants will be able to : →

- Prepare for housekeeping operations
- Waste disposal
- Provide janitorial service
- Effective communication
- Cleaning furniture, fittings and vertical surfaces
- Proper etiquette and conduct
- Bed making
- Health, hygiene and safety

Shanda



HUNAR SE ROZGAR TAK SYLLABUS

Course Name: MULTI CUISINE COOK

Qualification : 8th PASS

Duration : 500 Hours Plus 240 Hours OJT

Knowledge:

Understanding the Industry

Hotels

Various types of catering establishments

Different types of kitchens

Kitchen organization

Your place in kitchen

Personal Hygiene for Food handlers

Your appearance & uniform

How to wash hands correctly

How to develop a daily personal hygiene routine

How to handle equipment and utensils

Basic Hygiene

Ten main reasons for food poisoning

To protect food from contamination

General rules for food handlers

Prevailing food standards in India, food adulteration as a public health hazard

Cleaning the Kitchen and equipment and preparing for work

Identification of kitchen equipments

Various food pans & cooking equipments

Cleaning Floors/ Work surface/ ventilators / Refrigerators and Deep

Shankar



Freezers
Cleaning Dish Room
Pot / Container wash up
Still Room
Kitchen Rules

Skill

Describe the correct methods of cleaning the kitchen equipments
Explain how to clean the kitchen correctly
Describe how the working area is prepared for work

Knife Skills

Peeling and paring with Knives
Vegetable cuts & Fruit cuts
Use of Chopping boards / Cutting pads
Care of Knives
Explain and observe safety rules concerning knife
Describe the use of various types of knives
Name & explain various types of vegetables & fruit cuts

Washing and Blanching Food

Soaking food items
Washing
Disinfecting
Blanching
Rinsing

Vegetables and Spices

Identification of vegetables
Standard quality of vegetables
Spices and herbs used in Indian cuisine

Garbage Disposal

Different methods
Advantages & Disadvantages

Handling Complaints

Facts on complaints



Why do customers complain
Customers expectations in lodging a complaint
Complaints are sales opportunities

Basic First-Aid

Demonstration of first aid techniques preferably by St. John & Ambulance
First of wounds, scars & minor injuries

Egg

Breakfast Egg Preparation: - Egg Fry (single / double)
Boiled egg
Omlette stuffed
Scrambled egg / Bhurji

Snacks

Regional snacks including samosa, pakora, idli, dosa, dhokla, noodles etc.

Soup

Preparation of tomato, vegetable, chicken & three regional soups

Salads and Sandwiches

Preparation of simple salads and sandwiches

Preparation of

Chutney, Raita & Indian Marinades

Preparation of

Rice and Pulses (Atleast four items each)

Vegetable Cookery

Different vegetables preparations
Effect of heat on different vegetables

Shanley



Basic Preparation Of

Cuts of Meat, chicken and fish for Indian kitchen

Poultry – Mutton – Fish Curry

Basis preparation as per regional specialties

Beverages

Preparation of Tea, Coffee, Lassi etc

Preparation of Regional popular items and Practice (Approx. 12 -15 items)

Note: Each popular regional item must be practiced repeatedly to ensure proficiency.

After completing this program, participants will be able to:

- Arrange and manage food resources in the kitchen
- Cook variety of food
- Communicate with customer and colleagues
- Maintain customer- centric service orientation
- Maintain standard of etiquette and hospitable conduct
- Follow gender and age sensitive service practices
- Maintain IPR of organization and customers
- Maintain health and hygiene at workplace
- Maintain safety at workplace
- Learn a foreign / local language

Eligibility Criteria

- Attendance should be more than 90% of total hours
- All applicants should be above 18 years of age
- Must have "Adhaar Linked" bank account

Documentation

- Passport Size pictures – 2
- Adhaar Card (Attested copy)
- Bank Passbook (Attested copy)

Inclusions



- Students will be provided free Uniform, Food, Tool kits and study material will be provided

Guidelines

- Selection of students is purely based on eligibility criteria
- Trainees with 90% of course specific attendance and above will be entitled to the payment of a one-time stipend
- Trainees with 90% and above attendance only will be permitted to appear in end of the course test
- There is no application fee chargeable
- Per batch a minimum of 20 trainees will be selected and if there more number of eligible candidates batches will be added
- Graduate Level Degree or higher qualification students are not eligible for admission to the program

Placements

- Placements will be provided for every student who successfully completed the course in their respective Departments



Vaibhav Verma
HOD HSRT

R K BHANDARI
Director



	9:00-13:30	13:30-14:00	14:00-14:15	14:15-14:30
MONDAY	04/06/2018	Mr. Peeyush	04/06/2018	Ms. Neha
	11/06/2018	Ms. Neha	11/06/2018	Mr. Peeyush
	18/06/2018	Ms. Neha	18/06/2018	MR UTTAM
	25/06/2018	Ms. Neha	25/06/2018	Mr. Vaibhav
	02/07/2018	Ms. Neha	02/07/2018	Ms. Reshma
TUESDAY	09/07/2018	Mr. Arvind	09/07/2018	Mr. Vaibhav
	16/07/2018	Mr. Peeyush	16/07/2018	Ms. Neha
	05/06/2018	Mr. Peeyush	05/06/2018	Mr. Kundu
	12/06/2018	Ms. Neha	12/06/2018	Ms. Reshma
	19/06/2018	Ms. Neha	19/06/2018	Mr. Inderjeet
WEDNESDAY	26/06/2018	Mr. Vaibhav	26/06/2018	Ms. Reshma
	03/07/2018	Ms. Neha	03/07/2018	Mr. Arvind
	10/07/2018	Mr. Arvind	10/07/2018	Mr. Vaibhav
	17/07/2018	Mr. Peeyush	17/07/2018	Mr. Arvind
	05/06/2018	Mr. Peeyush	05/06/2018	Mr. Kundu
THURSDAY	13/06/2018	Ms. Neha	13/06/2018	Mr. Mohan
	20/06/2018	Ms. Neha	20/06/2018	Mr. Inderjeet
	27/06/2018	Mr. Vaibhav	27/06/2018	Ms. Neha
	04/07/2018	Mr. Arvind	04/07/2018	Ms. Neha
	11/07/2018	Ms. Neha	11/07/2018	Mr. Vaibhav
FRIDAY	18/07/2018	Mr. Vaibhav	18/07/2018	Ms. Neha
	07/06/2018	Mr. Vaibhav	07/06/2018	Mr. Kundu
	14/06/2018	Ms. Neha	14/06/2018	Mr. Peeyush
	21/06/2018	Ms. Neha	21/06/2018	Mr. Inderjeet
	28/06/2018	Mr. Vaibhav	28/06/2018	Ms. Neha
SATURDAY	05/07/2018	Mr. Arvind	05/07/2018	Ms. Reshma
	12/07/2018	Mr. Vaibhav	12/07/2018	Ms. Neha
	19/07/2018	Ms. Neha	19/07/2018	Mr. Vaibhav
	08/06/2018	Mr. Vaibhav	08/06/2018	Mr. Peeyush
	15/06/2018	Ms. Neha	15/06/2018	Mr. Peeyush

LUNCH

Mr. Gautam Chatterjee
HOD F & B Service

Mr. Vaibhav Verma
Mr. Manish Malhotra
HSR Coordinator

Dr. Sarah Hussain
Dr. Sarah Hussain
(Academic Head)

Dr. Bhupesh Kumar
(Director)

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BANARSIDAS CHANDIWALA INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY

Approved by AICTE and affiliated to G.G.S. Indraprastha University, Delhi

NAAC 'A' Accredited Institution

Chandiwala Estate, Maa Anandamai Marg, Kalkaji, New Delhi - 110 019

Ph: 011-49020300, 49020301, 49020320

E-mail: director@bcihmct.ac.in, Website: www.bcihmct.ac.in

The Ministry of Tourism , Government of India- National Hospitality Skill Certificate

UNDER THE SKILL INDIA MISSION

Course 2018-19

S.no	Name of course	Enrolled	Completed	Dates Conducted
1	Multi cuisine cook	26	26	25.05.18 - 15.09.18
2	Room Attendant	21	21	25.05.18 - 15.09.18
3	Food & Beverage Service Steward	26	26	25.05.18 - 15.09.18

Ministry of Tourism has implemented Hunar Se Rozgar tak program through Banarsidas Chandiwala Institute of Hotel Management. Programmes are supported and sponsored by MOT

Multi cuisine cook course was conducted for 26 trainees for year 2018-19 under Ministry of tourism. Duration of course was 500 hours at institute.

Room Attendant course was conducted for 21 trainees for year 2018-19 under Ministry of tourism. Duration of course was 300 hours at institute.

Food & Beverage Service Steward was conducted for 26 trainees for year 2018-19 under Ministry of tourism. Duration of course was 300 hours at institute

All 73 candidates received certificate after third party evaluation done by Ministry of tourism.

Placement: 44 Trainees were placed in Hospitality Industry by the assistance of placement HSRT cell.

Eligibility Criteria for certification

- First cum first basis
- Attendance should be more than 90% of total hours
- All applicants should be above 18 years of age
- Must have "Adhaar Linked" bank account
- There is no fees for the course

Enclosed Documents:

- CFA from Pay & Accounts office Ministry of Tourism
- Trainees list
- Sample Certificate
- Syllabus & Guideline




F.No. 36(46)/2015-PMUSD
GOVERNMENT OF INDIA
MINISTRY OF TOURISM
PMUSD

C-1 Hutments
Dalhousie Road,
New Delhi-110011,
Dated: 28/06/2019

2018-19

The Pay & Accounts Office,
Ministry of Tourism,
New Delhi.

Subject: Central Financial Assistance of Rs.1,88,169/- (Rs.One lakh Eighty Eight Thousand One Hundred Sixty Nine only) to Banarsidas Chandiwala Institute of Hotel Management & Catering Technology, New Delhi under the HSRT Scheme of the Ministry of Tourism - Human Resource Development.

Sir,

In continuation of this Ministry's sanctions of even nos. dated 23/07/2017 and 02/11/2018 and I am directed to convey the sanction of the President of India to release of Rs.1,88,169/- (Rs.One lakh Eighty Eight Thousand One Hundred Sixty Nine only) as reimbursement or final instalment to Banarsidas Chandiwala Institute of Hotel Management & Catering Technology, New Delhi for conducting training programme for 75 candidates under the HSRT training programme- an initiative of this Ministry during FY 2018-19.

- The payment would be made through electronic transfer to funds in favour of Banarsidas Chandiwala Institute of Hotel Management & Catering Technology, New Delhi, Account No 20057432185, IFSC Code: ALLA0212518 in Allahabad Bank, New Delhi by Pay & Accounts Officer, Ministry of Tourism on presentation of the bill by the Drawing & Disbursing Officer.
- The grant of Rs.1,88,169/- (Rs.One lakh Eighty Eight Thousand One Hundred Sixty Nine only) is being released on reimbursement basis.
- It is also certified that no UC is pending from Institute in respect of grants in aid released by Central Govt. in respect under this scheme.
- A copy of the certificate from the Institute certifying that the list of pass-outs has been uploaded on their website is enclosed.
- In terms of rule 209(i) of GFR the Grantee Institute has furnished a certificate to the effect that it has not obtained/applied for the grants for the same purpose or activity from any other Ministry/Department, Government of India or State Government.
- The Grantee Institute is required to maintain subsidiary accounts of the Government grant and furnish to the Accounts Officer a set of audited Statement of accounts after utilization of Grants in aid or whenever called for.
- In terms of rule 211(1) of GFR the accounts of grantee institution (organisation) shall be open to the inspection by the sanctioning authority and audit, both by the Comptroller and Auditor-General of India under the provision of CAG (DPC) Act 1971 and Internal audit by

Bhasker



the Principal Accounts Office of the Ministry of Department, whenever the Institution or organisation is called upon to do so.

9. Entries have been made in the Grant-in-Aid register at S.No- 34.

10. The expenditure will be debitible to Demand No.95-Tourism, 3452-Tourism (Major Head), 80-General (Sub Major Head), 80.003-Training (Minor Head), 08-Capacity Building for Service Providers, 08.00.31-Grants-in-aid-General for the year 2019-2020 (Plan), **Code No. 3452-80.003-08.00.31(Plan)**.

11. This issues with the concurrence of Integrated Finance vide IF/MOI FO No. 470 dated: 27/06/2019.

Yours faithfully,

(Subrata Halder)

Under Secretary to the Government of India

Copy to:-

1. Admn. II (Cash), MOT, with the original sanction letter (2 copies signed in ink)- Grant-in-aid Bill, Mandate form.
2. IF Division, MOT, Transport Bhawan, New Delhi.
3. O/o Pr. Director of Audit, (E&SM), AGCR Building, IP Estate, New Delhi- 110002.
4. ICU, Principal, Pay & Accounts Office, Rajiv Gandhi Bhawan, Sakinaka Airport, Sri Aurobindo Marg, New Delhi-110003.
5. B&A Section, C-1 Hutments, New Delhi.
6. The Principal, Banarsidas Chandiwala Institute of Hotel Management & Catering Technology, Chandiwala Estate, Mata Anandmai Marg, Kalkaji, New Delhi- 110085.
7. The Regional Director (North), INDIA TOURISM, 88 Janpath, New Delhi - 110001.
8. Director (Studies), NCHMCT, A-34, Sector- 62, NOIDA- 201309 (U.P.)
9. Guard file

(S.K. Chakrabarty)

Project Manager- PMU (SD)

Blauich





बनारसीदास चाँदीवाला इंस्टीट्यूट ऑफ होटल मैनेजमेन्ट एण्ड कैटरिंग टेक्नोलॉजी

चाँदी वाला स्टेट माँ आनन्दमयी मार्ग, कालका जी, नई दिल्ली-110019

फोन नं० :- 011-49020301, 302

हुनर से रोजगार (Hospitality Program) वर्ष 2018-19 के लिये

भारत सरकार के पर्यटन मंत्रालय के सौजन्य से हुनर से रोजगार के अन्तर्गत निम्नलिखित पाठ्यक्रम 25 मई 2018 से आरम्भ किये जा रहे हैं।

कोर्स का नाम	अवधि	योग्यता	उम्र
Multi Cuisine Cook	700 HRS	8 th Class Pass	18 years & above
F & B Service Steward	500 HRS	10 th Class Pass	18 years & above
Room attendant	500 HRS	5 th Class Pass	18 years & above

यह पाठ्यक्रम निःशुल्क है और प्रत्येक छात्र को 500 घण्टे कोर्स के लिए रू० 1500/- एवं 700 घण्टे कोर्स के लिए रू० 2000/- छात्र भत्ता दिया जायेगा, जिसके लिए छात्र को 90 प्रतिशत हाजिरी होना अनिवार्य है। प्रत्येक छात्र को वर्दी, टूल किट्स, प्रमाण पत्र और पाठ्य सामग्री निःशुल्क दी जायेगी।

इच्छुक छात्र आवेदन पत्र संस्था की वेबसाईट www.bcihmct.ac.in अथवा कार्यालय से 24 मई 2018 तक प्राप्त कर सकते हैं, कोर्स में दाखिला पहले आओ और पहले पाओ के आधार पर किया जायेगा।



निर्देशक



**BANARSIDAS CHANDIWALA INSTITUTE OF
HOTEL MANAGEMENT & CATERING TECHNOLOGY**
Approved by AICTE and affiliated to G.G.S. Indraprastha University, Delhi
NAAC 'A' Accredited Institution

Chandiwalla Estate, Maa Anandamai Marg, Kalkaji, New Delhi - 110 019
Ph: 011-49020300, 49020301, 49020320
E-mail: director@bcihmct.ac.in, Website: www.bcihmct.ac.in

Name of the course : Multi cuisine cook

Serial No. Of batch 09

Date of commencement of batch 25-5-18

Date of conclusion of in- institute training 15.09.18

S. no	Name of the trainees	Mobile no	Bank Ac No	Unit Transfer Reference Number (UTR No)
1	ABHISHEK SHUKLA	9711415260	09172011018211	N334180172651756
2	ANSHU PANDAY	7532895352	36290100006068	N334180172651673
3	ANSHUL	9015558963	0133006900004442	N334180172651676
4	BHAVESH CHANDER	9582602060	34033694690	N334180172651763
5	DALER SINGH	9650583101	08061000201173	N334180172651307
6	DEV RAJ	9910414864	2021101024199	N334180172651313
7	HAI DAR ALI	8860440846	10004479197	N334180172651679
8	HITESH	9876543234	1467000109133478	N334180172651319
9	KRISHNA GARG	8527092498	20423356527	N334180172651326
10	KULVINDER KAUR	9205089870	600901010023544	N334180172651332
11	MADAN MOHAN	9136484834	19032191032599	N334180172651340
12	MANDEEP KAUR	7835942430	20113407419	N334180172651684
13	MANJU	9990901476	3452322896	N334180172651346
14	MEGHA	8860729193	4872001500247980	N036190196434580
15	MOHAN CHAND RAMOLA	9540595765	50100110751643	N334180172651356
16	NEHA	8448229346	3927001500227121	N334180172651363
17	PANKAJ KUMAR	9953823753	626702210006889	N036190196434583
18	PAWAN KUMAR	8802957359	100052238353	N334180172651375
19	POONAM KUMARI	9958905308	609410110002514	N334180172651689
20	PRAKASH SINGH	7836085660	34126552708	N334180172651381
21	RADHA	8750419802	59006535998	N334180172651389
22	RAVI SHANKAR MISHRA	8375029464	114801515109	N334180172651697
23	SHIVAM KUMAR	9953665240	156700101008858	N334180172651704
24	TARUN SINGH	8447733562	33923147974	N334180172651396
25	VICKY ARYA	9821186637	37721137603	N334180172651402
26	NISHA	9953785678	50142615331	N334180172651408

Dr. SARAH HUSSAIN
Principal

Banarsidas Chandiwala Institute of
Hotel Management & Catering Technology





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Ph: 011-49020300, 49020301, 49020320
E-mail: director@bcihmct.ac.in, Website: www.bcihmct.ac.in

Name of the course : Room Attendant

Serial No. Of batch 07

Date of commencement of batch 25-5-18

Date of conclusion of in- institute training 15.09.18

S. no	Name of the trainees	Mobile no	Bank Ac No	Unit Transfer Reference Number (UTR No)
1	BALJEET SINGH	9911518280	5869101002178	N334180172651571
2	ABHISHEK RAGHAV	9205735817	33322915022	N334180172651737
3	RENUKA	9643774013	Incorrect bank details	Ch No 028291
4	MANISHA	8510957603	20293530523	N334180172651578
5	JYOTI KUMARI	9711162453	35053965424	N334180172651584
6	VIKAS	3716663812	50380352365	N334180172651590
7	SANGEETA	8447955967	145310035154	N334180172651596
8	SWASTIKA GURUNG	8766241326	50100126678401	N334180172651601
9	RAVI KUMAR	8795035895	91812610000122	N334180172651608
10	UMESH GAUR	9717243553	34671449686	N334180172651614
11	GURIYA KUMARI	7635070148	7312359789	N334180172651620
12	BHARTI	8826196869	2020101016887	N334180172651627
13	ABHISHEK RANA	8800145296	32594180168	N036190196434591
14	ROMI KUMARI	7042188610	35487981828	N334180172651634
15	VARSHA	8384032829	06430100042423	Stipend not transferred (Incorrect bank details)
16	SONAM	8851357857	06430100043052	Stipend not transferred (Incorrect bank details)
17	REENA	9205830276	008301558788	N334180172651644
18	UMA KUMARI	9599694164	182301506732	N334180172651652
19	ANKIT	7042977076	602910110006920	N334180172651660
20	POOJA	9015828073	144910039616	N334180172651667
21	KUNDAN KUMAR	7091967785	7212603920	N334180172651671

Dr. SARAH HUSSAIN

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Ph: 011-49020300, 49020301, 49020320

E-mail: director@bcihmct.ac.in, Website: www.bcihmct.ac.in

Name of the Programme : BSKT

Name of the Course : Food and Beverage service steward

Serial No. Of batch 08

Date of commencement of batch 25-5-18

Date of conclusion of in- institute training 15.09.18

S. no	Name of the trainees	Mobile no	Bank Ac No	Unit Transfer Reference Number (UTR No)
1	ARUN KUMAR	9956698890	389001500738	N334180172651414
2	DINESH CHANDRA	7557359781	11764960471	N334180172651420
3	RAKESH SINGH	8750713250	605318210010983	N334180172651427
4	HIMANSHU	9205320574	677702010000302	N334180172651436
5	MD. ABRAR AKHTAR	9955023722	10017257148	N334180172651441
6	ROHIT	8826195765	20241552797	N334180172651449
7	HITANSHI	9773641265	32079816656	N334180172651458
8	AMIT KUMAR	9560338807		Stipend not transferred (Incorrect bank details)
9	POOJA	9717385878	37813810475	N036190196434586
10	ROHIT YADAV	9818952841	604510510001411	N334180172651480
11	PRADEEP KUMAR	9810880411	604510110006955	N334180172651489
12	PREETI	9650072011	30614410350	N334180172651499
13	ASHOK KUMAR	8510950566	55148084203	N334180172651710
14	NIDHI	9821743655	37630377807	N334180172651509
15	RITIK RAWAT	9315695302	3927001500227260	N334180172651518
16	SHEETAL	8448721099	602910110006443	N334180172651525
17	ABHINASH	8447197588		Stipend not transferred (Incorrect bank details)
18	ANKUSH KUMAR	7042826443	32473001746	N334180172651722
19	MOHAMMAD FARAZ	7065303327	3911290727	N334180172651529
20	YOGESH SINGH RANA	7982175178	59019524029	N334180172651537
21	SHUBHAM GUPTA	7701826095	5752500100119101	N334180172651544
22	PREETI	9560953880	50445768746	N334180172651499
23	SACHIN KUMAR	9910576876	214000101013583	N334180172651555
24	ANOOP	7982412441	520101213927671	N334180172651730
25	SAURABH	9716829716	38047377110	N334180172651560
26	SHASHANK SINGH BANGARI	9910848042	1529000102265856	N036190196434589

Sarah Hussain

Dr. SARAH HUSSAIN
Principal

Banarsidas Chandiwala Institute of
Hotel Management & Catering Technology





Ministry of Tourism
Government of India



Skill India
कौशल भारत - कुशल भारत

Registration No.: HW1805004

Sr. No. _____ 03

The Ministry of Tourism, Government of India-National Hospitality Skill Certificate

“ UNDER THE SKILL INDIA MISSION ”

This is to certify that

Rakesh Singh

has successfully completed 500 hour of the

CERTIFICATE COURSE IN F&B SERVICE STEWARD

conducted by

Banarsidas Chandiwala Institute of Hotel Management and Catering Technology, New Delhi

from 25th May, 2018 to 15th September, 2018



[Handwritten signature]

[Handwritten signature]

Programme Co-ordinators
HSRT

[Handwritten signature]

Principal



Ministry of Tourism
Government of India



Registration No.: HR1805002

Sr. No. 01

The Ministry of Tourism, Government of India-National Hospitality Skill Certificate

“ UNDER THE SKILL INDIA MISSION ”

This is to certify that

Baljeet Singh

has successfully completed 500 hour of the

CERTIFICATE COURSE IN ROOM ATTENDENT

conducted by

Banarsidas Chandiwala Institute of Hotel Management and Catering Technology, New Delhi

from 25th May, 2018 to 15th September, 2018



[Handwritten signature]

Programme Co-ordinators
HSRT

[Handwritten signature]
Principal



Ministry of Tourism
Government of India



Skill India
कौशल भारत - कुशल भारत

Registration No.: HF1805001 Sr. No. 01

The Ministry of Tourism, Government of India-National Hospitality Skill Certificate

“ UNDER THE SKILL INDIA MISSION ”

This is to certify that

Abhishek Shukla

has successfully completed 700 hour of the

CERTIFICATE COURSE IN MULTI CUISINE COOK

conducted by

Banarsidas Chandiwala Institute of Hotel Management and Catering Technology, New Delhi

from 25th May, 2018 to 15th September, 2018



Manish Verma
Programme Co-ordinators
HSRT

[Signature]
Principal



**BANARSIDAS CHANDIWALA INSTITUTE OF HOTEL
MANAGEMENT & CATERING TECHNOLOGY**

Hunar Se Rozgar (HSRT) SYLLABUS & GUIDLINES



Baach

HUNAR SE ROZGAR TAK SYLLABUS

Course Name: F& B Service Steward

Qualification : 10th PASS

Duration : 300 Hours Plus 240 Hours OJT

PRACTICAL COMPONENT

S.No.	Topic – Food & Beverage Service
1	Cleaning the restaurant
2	Setting up and preparing for service
3	Use of Salvar
4	Laying of cover on Table
5	Preparing sideboard for service
6	Care and maintenance (crockerly, cutlery, hollowware and equipment)
7	Use of service cloth
8	Types of menus
9	Napkin Folding
10	Receiving and seating guests
11	Taking an order
12	Writing KOT & BOT
13	Presentation of Bill and settlement of payment
14	Clearing and crumbing of table
15	Closing of restaurant



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THEORY COMPONENT

S.No.	Topic – Food & Beverage Service
1	Introduction to food & Beverage Service
2	Etiquettes & Basic Conservation
3	Personal Hygiene
4	Identification and use of Tools and Equipment
5	Techniques and principals of cleaning
6	Food Handling and hygiene
7	Safety and precautions
8	Pride in Nation
9	Food & Beverage Terminology
10	Introduction to Tourism

After completing this program, participants will be able to: →

- Plan for serving food and beverages
- Greet customers, take order and serve
- Apply relevant Customer service skills
- Clean tables and counters
- Exhibit proper etiquette and conduct
- Deal with customer payment and resolve customer service issues
- Follow health, hygiene and safety practices in the industry
- Effectively communication with Guests and Colleagues



A handwritten signature in blue ink, appearing to read "B. Bhandari".

HUNAR SE ROZGAR TAK SYLLABUS

Course Name: Room Attendant

Qualification : 5th PASS

Duration : 300 Hours Plus 240 Hours OJT

S.No.	Topic – Housekeeping/ Room attendant
PRACTICAL	
1	Cleaning of Guest Room
2	Cleaning of Bathroom
3	Bed making
4	Cleaning of surfaces (furniture, fixture and floor)
5	Carpet cleaning and shampooing
6	Water and energy conservation
7	Water disposal
8	Use of Cleaning Agents
9	Handling guest queries
Theory	
1	Introduction to Tourism
2	Pride in Nation
3	Introduction to housekeeping
4	Types of Rooms



Shankar

5	Types of cleaning agents and their use
6	Stock taking
7	Cleaning Agents and their storage

After completing this program, participants will be able to : →

- Prepare for housekeeping operations
- Waste disposal
- Provide janitorial service
- Effective communication
- Cleaning furniture, fittings and vertical surfaces
- Proper etiquette and conduct
- Bed making
- Health, hygiene and safety



HUNAR SE ROZGAR TAK SYLLABUS

Course Name: **MULTI CUISINE COOK**

Qualification : **8th PASS**

Duration : **500 Hours Plus 240 Hours OJT**

Knowledge:

Understanding the Industry

Hotels

Various types of catering establishments

Different types of kitchens

Kitchen organization

Your place in kitchen

Personal Hygiene for Food handlers

Your appearance & uniform

How to wash hands correctly

How to develop a daily personal hygiene routine

How to handle equipment and utensils

Basic Hygiene

Ten main reasons for food poisoning

To protect food from contamination

General rules for food handlers

Prevailing food standards in India, food adulteration as a public health hazard

Cleaning the Kitchen and equipment and preparing for work

Identification of kitchen equipments

Various food pans & cooking equipments

Cleaning Floors/ Work surface/ ventilators / Refrigerators and Deep



A handwritten signature in blue ink, appearing to read "S. S. S. S.", located to the right of the stamp.

Freezers

Cleaning Dish Room

Pot / Container wash up

Still Room

Kitchen Rules

Skill

Describe the correct methods of cleaning the kitchen equipments

Explain how to clean the kitchen correctly

Describe how the working area is prepared for work

Knife Skills

Peeling and paring with Knives

Vegetable cuts & Fruit cuts

Use of Chopping boards / Cutting pads

Care of Knives

Explain and observe safety rules concerning knife

Describe the use of various types of knives

Name & explain various types of vegetables & fruit cuts

Washing and Blanching Food

Soaking food items

Washing

Disinfecting

Blanching

Rinsing

Vegetables and Spices

Identification of vegetables

Standard quality of vegetables

Spices and herbs used in Indian cuisine

Garbage Disposal

Different methods

Advantages & Disadvantages

Handling Complaints

Facts on complaints



Signature

Why do customers complain
Customers expectations in lodging a complaint
Complaints are sales opportunities

Basic First-Aid

Demonstration of first aid techniques preferably by St. John & Ambulance
First of wounds, scars & minor injuries

Egg

Breakfast Egg Preparation: - Egg Fry (single / double)
Boiled egg
Omlette stuffed
Scrambled egg / Bhurji

Snacks

Regional snacks including samosa, pakora, idli, dosa, dhokla, noodles etc.

Soup

Preparation of tomato, vegetable, chicken & three regional soups

Salads and Sandwiches

Preparation of simple salads and sandwiches

Preparation of

Chutney, Raita & Indian Marinades

Preparation of

Rice and Pulses (Atleast four items each)

Vegetable Cookery

Different vegetables preparations
Effect of heat on different vegetables



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Basic Preparation Of

Cuts of Meat, chicken and fish for Indian kitchen

Poultry – Mutton – Fish Curry

Basis preparation as per regional specialties

Beverages

Preparation of Tea, Coffee, Lassi etc

Preparation of Regional popular items and Practice (Approx. 12 -15 items)

Note: Each popular regional item must be practiced repeatedly to ensure proficiency.

After completing this program, participants will be able to:

- Arrange and manage food resources in the kitchen
- Cook variety of food
- Communicate with customer and colleagues
- Maintain customer- centric service orientation
- Maintain standard of etiquette and hospitable conduct
- Follow gender and age sensitive service practices
- Maintain IPR of organization and customers
- Maintain health and hygiene at workplace
- Maintain safety at workplace
- Learn a foreign / local language

Eligibility Criteria

- Attendance should be more than 90% of total hours
- All applicants should be above 18 years of age
- Must have "Adhaar Linked" bank account

Documentation

- Passport Size pictures – 2
- Adhaar Card (Attested copy)
- Bank Passbook (Attested copy)

Inclusions



Signature

- Students will be provided free Uniform, Food, Tool kits and study material will be provided

Guidelines

- Selection of students is purely based on eligibility criteria
- Trainees with 90% of course specific attendance and above will be entitled to the payment of a one-time stipend
- Trainees with 90% and above attendance only will be permitted to appear in end of the course test
- There is no application fee chargeable
- Per batch a minimum of 20 trainees will be selected and if there more number of eligible candidates batches will be added
- Graduate Level Degree or higher qualification students are not eligible for admission to the program

Placements

- Placements will be provided for every student who successfully completed the course in their respective Departments



Vaibhav Verma
HOD HSRT

R K BHANDARI
Director



TIME TABLE FOR HSRT: F & B SERVICE STEWARD

	9:00-13:30	13:30-14:00	14:00	7:00
MONDAY	04/06/2018	Mr. Peeyush	04/06/2018	Ms. Neha
	11/06/2018	Ms. Neha	11/06/2018	Mr. Peeyush
	18/06/2018	Ms. Neha	18/06/2018	MR. UTTAM
	25/06/2018	Ms. Neha	25/06/2018	Mr. Vaibhav
	02/07/2018	Ms. Neha	02/07/2018	Ms. Rashma
	09/07/2018	Mr. Arvind	09/07/2018	Mr. Vaibhav
	16/07/2018	Mr. Peeyush	16/07/2018	Ms. Neha
	05/06/2018	Mr. Peeyush	05/06/2018	Mr. Kundu
	12/06/2018	Ms. Neha	12/06/2018	Ms. Rashma
	19/06/2018	Ms. Neha	19/06/2018	Mr. Inderjeet
TUESDAY	26/06/2018	Mr. Vaibhav	26/06/2018	Ms. Rashma
	03/07/2018	Ms. Neha	03/07/2018	Mr. Arvind
	10/07/2018	Mr. Arvind	10/07/2018	Mr. Vaibhav
	17/07/2018	Mr. Peeyush	17/07/2018	Mr. Arvind
	06/06/2018	Mr. Peeyush	06/06/2018	Mr. Kundu
	13/06/2018	Ms. Neha	13/06/2018	Mr. Nishan
	20/06/2018	Ms. Neha	20/06/2018	Mr. Inderjeet
	27/06/2018	Mr. Vaibhav	27/06/2018	Ms. Neha
	04/07/2018	Mr. Arvind	04/07/2018	Ms. Neha
	11/07/2018	Ms. Neha	11/07/2018	Mr. Vaibhav
WEDNESDAY	18/07/2018	Mr. Vaibhav	18/07/2018	Ms. Neha
	07/06/2018	Mr. Vaibhav	07/06/2018	Mr. Kundu
	14/06/2018	Ms. Neha	14/06/2018	Mr. Peeyush
	21/06/2018	Ms. Neha	21/06/2018	Mr. Inderjeet
	28/06/2018	Mr. Vaibhav	28/06/2018	Ms. Neha
	05/07/2018	Mr. Arvind	05/07/2018	Ms. Rashma
	12/07/2018	Mr. Vaibhav	12/07/2018	Ms. Neha
	19/07/2018	Ms. Neha	19/07/2018	Mr. Vaibhav
	08/06/2018	Mr. Vaibhav	08/06/2018	Mr. Peeyush
	15/06/2018	Ms. Neha	15/06/2018	Mr. Peeyush
THURSDAY	22/06/2018	Ms. Neha	22/06/2018	Mr. Inderjeet
	29/06/2018	Mr. Vaibhav	29/06/2018	Ms. Neha
	06/07/2018	Mr. Arvind	06/07/2018	Ms. Rashma
	13/07/2018	Mr. Arvind	13/07/2018	Ms. Neha
	20/07/2018	Mr. Arvind	20/07/2018	Mr. Peeyush
	02/06/2018	Mr. Peeyush	02/06/2018	Mr. Peeyush
	09/06/2018	Mr. Peeyush	09/06/2018	Mr. Peeyush
	16/06/2018	Ms. Neha	16/06/2018	Mr. Peeyush
	23/06/2018	Ms. Neha	23/06/2018	Ms. Neha
	30/06/2018	Mr. Vaibhav	30/06/2018	Ms. Neha
FRIDAY	07/07/2018	Mr. Arvind	07/07/2018	Mr. Arvind
	14/07/2018	Mr. Peeyush	14/07/2018	Mr. Peeyush
	21/07/2018	Mr. Vaibhav	21/07/2018	Ms. Neha

LUNCH

Shanku



Mr. Gautam Chatterjee
HOD F & B Service

Mr. Vaibhav Verma
Mr. Manish Malhotra
HSR Coordinator

Dr. Sarah Hussain
(Academic Head)

Dr. Bhupesh Kumar
(Director)