



अध्यक्ष का कार्यालय
छात्रावास प्रबंधन केन्द्र
भारतीय प्रौद्योगिकी संस्थान, खड़गपुर-721 302
OFFICE OF THE CHAIRMAN
HALL MANAGEMENT CENTRE
INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR-721 302

No. IIT/HMC/Prize/2017
Dt. 13.04.2017

The undersigned is to inform that *Hall Management Centre (HMC)* is going to come up with a healthy competition amongst bachelor Halls of Residence of HMC, as stated below, depending on some criteria from the Academic Session 2017-18.

Sl No	Old halls	Sl No	New halls
1	Azad Hall of Residence	1	B.R. Ambedkar Hall of Residence
2	B C Roy Hall of Residence	2	Homi J Bhaba Hall of Residence
3	Gokhale Hall of Residence	3	Lal Bahadur Shastri Hall of Residence
4	Jagadish Chandra Bose Hall of Residence	4	Madan Mohan Malaviya Hall of Residence
5	Lala Lajpat Rai Hall of Residence	5	Meghnad Saha Hall of Residence
6	Nehru Hall of Residence	6	Mother Teresa Hall of Residence
7	Patel Hall of Residence	7	Nivedita Hall of Residence
8	Radha Krishnan Hall of Residence	8	Rani Laxmi Bai Hall of Residence.
9	Rajendra Prasad Hall of Residence	9	SAM Hall of Residence
10	Sarojini Naidu/Indira Gandhi Hall of Residence		
11	Vidyasagar hall of Residence		

In this regard, on approval of the competent authority, a committee consisting of the following members has been constituted :

1	Prof. Saibal Gupta	Geology & Geophysics Dept.	Coordinator
2	Prof. Haimanti Banerji	Arch. & Regional Planning Dept.	Member
3	Prof. B. C. Meikap	Chemical Engineering Dept.	Member
4	Dr. Seema Roy	Sr. Medical Officer (Admn.), BCRT Hospital	Member
5	Mr. Tamal Nath	Deputy Registrar (Audit)	Member
6	Mrs. Barnali Chakraborti	Director's Bungalow, IIT Campus	Member
7	Mrs. Alakananda Roy	Qtrs.No. C ₁ - 108 IIT Campus	Member

The committee will visit each hall at least twice a semester **without giving any intimation to any hall/HMC** and will check the following :




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- Cleanliness of the entire hall area, including mess, dining, canteen, toilet etc.
- Upkeep of the machine/equipment such as water purifier, water coolers, all kitchen equipment and, Gym/Sports gears, TV etc.
- Proper implementation of biometric attendance system for outsourced workers (cleaning and mess).
- Maintenance of CCTV system
- Write-off of all the unused materials
- Measures for proper utilization of hall furniture
- Display of notice/instruction/circular to service providers/commercial establishments of the concerned hall.

Two number of awards, separately for old and new halls of residences, will be given from Hall Management Centre. For each group, the following prize money will be awarded where the fixed amount will go towards hall development and the variable amount be awarded to each individual worker (outsourced mess and sweeping) and HMC employees of the concerned hall.

Award	Fixed amount	Variable amount
First prize	Rs. 2,00,000/-	Rs. 1000/- per worker
Second Prize	Rs. 1,50,000/-	Rs. 750/- per worker

This is issued with the approval of the competent authority.


(Prof. S. K. Pal)
Chairman

To :

1. Prof. Saibal Gupta, Geology & Geophysics Dept.
2. Prof. Haimanti Banerji, Arch. & Regn. Planning Dept.
3. Prof B. C. Meikap, Chemical Engg. Dept.
3. Dr. Seema Roy, Sr. Medical Officer (Admn.), BCRT Hospital
4. Mr. Tamal Nath, Deputy Registrar (Audit)
5. Mrs. Barnali Chakraborti, Director's Bungalow, IIT KGP
6. Mrs. Alakananda Roy, qTRS. nO. c1-108, IIT Campus, KGP
7. Wardens / Asstt. Wardens of AZ, BCR, GH, JCB, LLR, NH, PH, RKH, RP, SN/IG, VS, BRH, HJB, LBS, MMM, MS, MT, NVH, RLB & SAM Halls of Residence
8. AZ, BCR, GH, JCB, LLR, NH, PH, RKH, RP, SN/IG, VS, BRH, HJB, LBS, MMM, MS, MT, NVH, RLB & SAM Halls of Residence
9. HMC web site