

Ahmednagar Jilha Maratha Vidya Prasarak Samaj's
INSTITUTE OF
HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR
Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778

Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to Uni. of Pune

Criterion 6 – Governance, Leadership and Management		
Key Indicator – 6.5 Internal Quality Assurance System		
6.5.1. Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes		
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Lal Taki Road, Ahilyanagar (Ahmednagar) - 414 001. Ph./Fax (0241) 23226778
(NAAC Accredited with 'B' Grade)

• Affiliated to S. P. Pune University • INST. CODE NO. C001863

Ref. No. :

Date : / / 20

NOTICE

A meeting of **Internal Quality Assurance Cell (IQAC)** will be held on **Tuesday, 16th February 2024** in the **Aroma Training Restaurant** of the institute at **12:30 pm**. We will be highly pleased if you can kindly attend the meeting and provide invaluable guidance and suggestions for the progress of the institute.

The agenda of the meeting is as follows:

- Item no. 1.** To confirm the minutes of the meeting held on 07/02/2023.
- Item no. 2.** To review various activities conducted during A.Y. 2023-24.
- Item no. 3.** To consider the addition of add on/certificate/ value added courses.
- Item no. 4.** To consider advancements to be made to develop academic and physical support facilities.
- Item no. 5.** Items for discussion with the permission of Chairman.

Date: 8th February 2024

Place: Ahmednagar



Mr. G. T. Sonawane
IQAC Coordinator

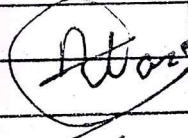
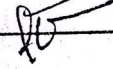
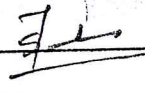
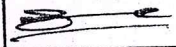
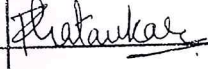
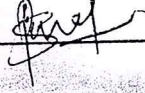
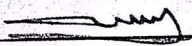



Prof. Y. S. Sadre
IQAC Chairperson
I/c. Principal
Institute of

Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001



प्रोसिडींग

उपस्थित सभासद	स्वाक्षरी	विषय क्रमांक	विषय
01. Hon. Mr. R. H. Dare			
02. Hon. Mr. G. D. Khabdeshe			
03. Hon. Mr. M. M. Mulay			
04. Mrs. Y. S. Sadre			
05. Mr. B. A. Shendage			
06. Ms. A. R. Khataavkar			
07. Mr. S. P. Malwade			
08. Mr. R. J. Gawali			
09. Mr. S. B. Doke			
10. Mr. A. S. Dalvi			
11. Mr. S. B. Dhawale			
12. Mr. V. B. Muppalam			
13. Mr. G. T. Sohawane			





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MINUTES OF THE MEETING

A meeting of Internal Quality Assurance Cell (IQAC) was held on Tuesday, 16th February 2024 in the Aroma Training Restaurant of the institute at 12:30 pm. The minutes of the meeting are recorded as below:

Coordinator IQAC welcomed all the members of Internal Quality Assurance Cell (IQAC) and stated the purpose of the meeting and proceeded with the presentation. Following items were discussed and recorded in the meeting.

Item no. 1. To confirm the minutes of the meeting held on 07/02/2023.

Recorded: The committee confirmed the minutes of meeting held on 7th February 2023.

Item no. 2. To review various activities conducted during A.Y. 2023-24.

Recorded: IQAC Coordinator presented the details of the various activities and events conducted in the first term of the AY. 2023-24 through power point presentation. The committee reviewed the same and noted the progress.

Item no. 3. To consider the addition of add on/certificate/ value added courses.

Recorded: Institute had proposed to conduct certificate courses for the academic year 2023 - 24. The committee approved it and these were conducted. The details are --

Institute conducted Certificate Course in 'Soft Skills for Hospitality Industry' for second year students of B.Sc. Hospitality Studies during 13th Sept. to 30th Oct. 2023. 30 students successfully completed the course.



Certificate Course in 'Yog Pravesh' in collaboration with Yog Vidya Dham Ahmednagar was conducted for first year students of B.Sc. Hospitality Studies during 6th Feb. to 18th March 2024. 28 students successfully completed the course. Certificates were awarded to both course students.

Item no. 4. To consider advancements to be made to develop academic and physical support facilities.

Recorded: The institute has identified new additions to be done in the academic and physical support facilities of the institute. The requirements were put in the meeting for discussion and approval. Hon. Secretary of the trust directed the Principal Prof. Y. S. Sadre to follow the procedure and add the facilities.

Item no. 5. Items for discussion with the permission of Chairman.

Recorded: No additional item was discussed. The meeting was concluded with vote of thanks by Chairperson to all the Hon. Office Bearers of Ahmednagar Jilha Maratha Vidya Prasarak Samaj and the other members for their valuable suggestions and guidance.

Date: 16th February 2024

Place: Ahmednagar



Mr. G. T. Sonawane
IQAC Coordinator



Prof. Y. S. Sadre
IQAC Chairperson
I/c. Principal
Institute of
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Ref. No. :


ACTION TAKEN REPORT

Date : / / 20

(IQAC Meeting – 16th February 2024)

Sr. No.	Particulars	Action taken
1	Certificate Courses	Certificate Courses Conducted are - 1. Certificate Course in 'Soft Skills for Hospitality Industry' for second year students during 13 th Sept. to 30 th Oct. 2023. 2. Certificate Course in 'Yog Pravesch' in collaboration with Yog Vidya Dham Ahmednagar for first year students during 6 th Feb. to 18 th March 2024.
2	Academic and Physical support facilities	Requirements were identified and quotation invited from various suppliers.


Mr. G. T. Sonawane
IQAC Coordinator


Prof. Y. S. Sadre
IQAC Chairperson
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**Internal Quality Assurance Cell Summary Report
A.Y. 2023-24**

1. Formation of IQAC:

- IQAC was formed on 7th March 2019 in the institute as per UGC regulations and as prescribed by NAAC.
- The Principal is the chairperson of IQAC and IQAC Coordinator coordinates all activities on behalf of IQAC.
- IQAC consists of nominees from different segments of society that includes representatives of management, industrialist, local society, parent stakeholder, teachers, administration, student and alumni.

2. Faculty Development:

- Faculty members have attended online/offline Faculty Development Programs, seminars and workshops during the AY 2023-24.
- Financial support has been provided to faculty members to attend these programs.

3. Student Development:

- The institute has organized seminar on overseas job, internship and placements. This has benefitted the students to find their dream jobs in overseas.
- Workshops on Bartending and Mixology, Workshops on Flower arrangement have been conducted to update skillset of the students.
- Various curricular and co-curricular activities were conducted such as International Yoga Day, Wachan Prerana Diwas, Theme Lunch, Food Festival, Chef Day Competitions, Food and Beverage Service department competitions, Cleaning drive, Tree plantation, Parents meet, Annual Sports day, Fresher's party, Farewell party, etc.



- Guest lectures were conducted on the occasion of Democracy Day and Guidance on Competitive examination preparations.
- To update the entrepreneurial skills of students a guest lecture has been conducted on Entrepreneurship Development. As well as to enrich the students Zaika – The Food Festival was conducted in the campus on a selected theme to hone the entrepreneurial qualities. This has given hands on experience to the students to use their skills and knowledge they gained during their course of studies.
- Students of the institute have worked with faculty members in preparing bakery products at Workshop on Bakery Products organized by Krishi Vigyan Kendra, Dahigaon Ne, Ahmednagar.
- Societal donations were given to orphanages and old age homes during the Diwali festival and Flag Day.

4. Certificate Courses:

- Institute conducted Certificate Courses and certificates were awarded to the students. The details are as -
 - Certificate Course in 'Soft Skills for Hospitality Industry' for second year students of B.Sc. Hospitality Studies during 13th Sept. to 30th Oct. 2023. 30 students successfully completed the course.
 - Certificate Course in 'Yog Pravesh' in collaboration with Yog Vidya Dham Ahilyanagar was conducted for first year students of B.Sc. Hospitality Studies during 6th Feb. to 18th March 2024. 28 students successfully completed the course.

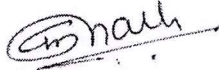
5. Quality Initiatives:

- Institute was accredited by the NAAC and awarded with 'B' grade with 2.27 CGPA on 22nd March 2022 for the duration of five years.
- Annual Quality Assurance Report (AQAR) has been submitted for the A.Y. 2022 – 2023.
- Website updating has been done.
- Online Feedback collected from stakeholder- students, alumni, employer and teachers.

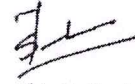


6. Internship and Placements:

- 40 Students of 2nd year B.Sc.HS program have undertaken internship during the year in star rated hotels in India.
- Final year students were placed in star category hotels for On the Job Training and On Job in various National and International hotels and restaurants.

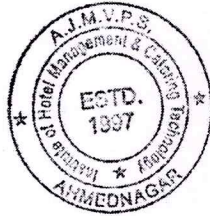


Prof. G. T. Sonawane
IQAC Coordinator



Prof. Mrs. Y. S. Sadre
IQAC Chairperson

I/c. Principal
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Academic Calendar

A.Y. 2023-24

TERM - FIRST		
Month	Week	Programmes/Activities
June 2023	I	○ Admission Process for F.Y. B.Sc. H.S.
	II	
	III	○ Commencement of Term for S.Y. and T.Y. B.Sc. H.S.
	IV	○ International Yoga Day
July 2023	I	○ Commencement of Term for F.Y. B.Sc. H.S.
	II	○ Orientation Program for F.Y. B.Sc. H.S.
	III	○ Tree Plantation
	IV	○ Parents Meet
August 2023	I	○ Fresher's Party
	II	○ Sadbhavana Din
	III	○ Fire Drill
	IV	○ Sports Week ○ Unit Test- I
September 2023	I	○ Guest Lectures on Entrepreneurship Development
	II	○ Certificate Course in 'Soft Skills for Hospitality Industry' (2 nd year B.Sc.HS students)
		○ Guest Lectures on the occasion of Democracy Day, Hindi Divas
		○ International Housekeeping Week
	III	○ Seminar on "Overseas Opportunities for Career and Education"
	IV	○ Tourism Day
October 2023	I	○ Laundry Visit to Gajraj Drycleaners
	II	○ Bread Day ○ Wachan Prerana Diwas
		○ Seminar on "Overseas Opportunities for Career and Education"
	III	○ Seminar on "Preparation for Competitive Examination"
		○ Unit Test- II
		○ Swachha Bharat Abhiyan
		○ Chaitanya Hospitality Week
November 2023	I	○ Ekata Diwas
		○ Diwali Gift Distribution ○ Flag Day Collection
	II	○ Diwali Vacation
	III	○ University Practical Examination - B.Sc. H.S.
December 2023	IV	○ University Theory Examination
	I	○ University Theory Examination
	II, III, IV	○ Semester Break




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Academic Calendar

A.Y. 2023-24

TERM - SECOND		
Month	Week	Programmes/Activities
January 2024	I	o Commencement of Term – B.Sc.HS
	II	o Industrial Visit to Hotel
	III	o Winery Visit
	IV	o Voter's Day
February 2024	I	o Blood Donation
	II	o Unit Test I – for all classes
	III	o Seminar on Overseas education and Placements
	IV	o Workshop on Wine Testing
March 2024	I	o Food Festival
	II	o Seminar on “ Overseas Opportunities for Career and Education
	III	o Study tour to Vineyard
	IV	o Farewell Party o Unit Test- II
April 2024	III	University Practical Examination
	IV	University Theory Examination
May 2024	I	o University Theory Examination
	II	o University Theory Examination
	III	o Summer Vacation


Prof. B. R. Shendage
Academic Coordinator




Prof. Y. S. Sadre
Principal
I/c. Principal
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DETAILS OF CERTIFICATE COURSES OFFERED

ACDEMIC YEAR 2023 – 24

CERTIFICATE COURSES				
No.	Certificate Course Name	Duration	No. of Participants Enrolled	No. of Participants Completed the Course
1	'Soft Skills for Hospitality Industry'	30 hours	42	30
2	'Yog Pravesh'	30 hours	28	28


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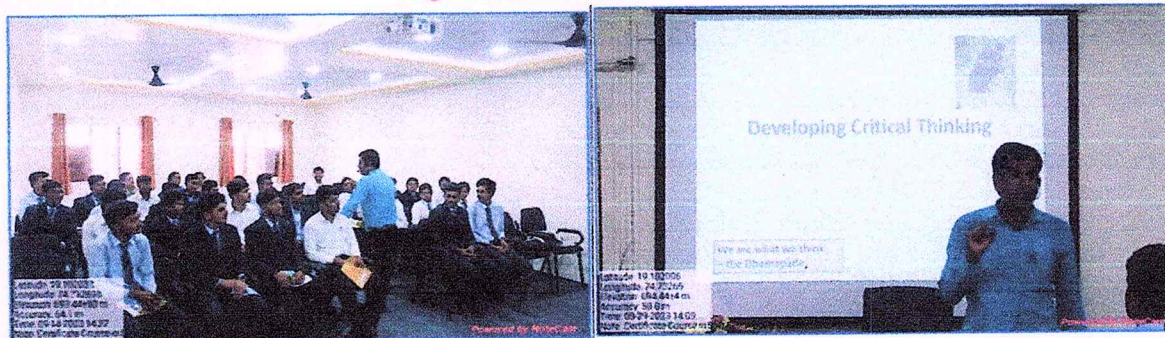
CERTIFICATE COURSE IN
'SOFT SKILLS FOR HOSPITALITY INDUSTRY'

Activity / Event:	Certificate Course in 'Soft Skills For Hospitality Industry'	
Duration:	13 th Sept. to 3 rd Nov. 2023 (30 hours)	
Resource Person:	Prof. Girish Kukreja	
No. of Students Enrolled in the course:	42	No. of Students Completed the course: 30
Credits Allotted:	02	
Objectives:	<ul style="list-style-type: none"> To train the students to communicate effectively in english using appropriate personality traits To train the students to manage with stress effectively To inculcate corporate skills among the students required for their career To instill abilities associated with critical thinking, decision making and problem solving To equip the students with hospitality professional skills / Customer Service Skills 	
Outcomes:	<ul style="list-style-type: none"> Students successfully faced interviews for industrial training placements using soft skills learnt through the course. Students also used the skills learnt throughout their trainings. 	

Photos of the Activity



Inauguration and conduct of Certificate Course



Prof. Girish Kukreja in classes

Presentation by student



CERTIFICATE



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NAAC Accredited with 'B' grade


Lal Taki road, Ahmednagar – 414001

E-mail – ihmctajmvps@gmail.com Website: www.ihmct.in




This is to certify that Mr. / *Ms. Athare Shrikant Siddheshwar* has successfully completed the Certificate Course in '**Soft Skills for Hospitality Industry**' of 30 hours (2 Credits), conducted from 13th September to 30th October 2023 in the institute.

This certificate is being awarded towards partial fulfillment of B. Sc. Hospitality Studies program as per requirement of Savitribai Phule Pune University for award of degree.


Prof. Gokul T. Sonawane
Co-ordinator




Prof. Yogita S. Sadre
I/ C Principal

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CERTIFICATE COURSE IN
'YOG PRAVESH'

Activity / Event:	Certificate Course in 'Yog Pravesh'
Duration:	6 th Feb. to 18 th March 2024 (30 hours)
Resource Person:	Mrs. Sushma Kadam and Mrs. Nilima Mhaske Yog Vidya Dham, Ahmednagar
No. of Participant	28
Credits Allotted:	02
Objectives:	<ul style="list-style-type: none"> To aware the students for the benefits of yoga – physical, mental, sleep, energy, etc. To help the students to improve upon their immunity power, concentration in studies, etc.
Outcomes:	<ul style="list-style-type: none"> Students successfully completed the course Students learnt 39 asana, pranayama techniques Students also demonstrated their fitness through regular yoga activity

Photos of the Activity



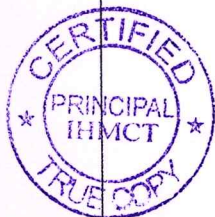
Teachers Mrs.
Sushma Kadam and
Mrs. Nilima Mhaske
conducted the course



Conduct of
Yogasanas and
Pranayama in
classes



Certificate Distribution by the dignitaries



CERTIFICATE



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Lal Taki road, Ahmednagar - 414001

E-mail - ihmctajmvps@gmail.com Website: www.ihmct.in




This is to certify that Mr. / Ms. Dagale Samir Bhaskar has successfully completed the Certificate Course in 'Yog Pravesh' of 30 hours (2 Credits), conducted from 6th February to 16th March 2024 in the institute in collaboration with Yog Vidya Dham, Ahmednagar. This certificate is being awarded towards partial fulfillment of B. Sc. Hospitality Studies program as per requirement of Savitribai Phule Pune University for award of degree.


Prof. Balasaheb R. Shendage
Co-ordinator




I/c. Principal

Institute of
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Prof. Yogita S. Sadre
I/ C Principal





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TEACHING PLAN (2023 -2024) FIRST TERM

B.Sc.HS.

Semester Period:- 10th July Onwards

Subjects:- HS 501 & Hs 504. Advance Food Production – I (Theory) & (Practical)

HS 308 – Communication Skills – I

HS 507 – Environmental Science – II

HS 109 – Development of Generic Skills

Teacher In-charge:- Prof. Prachi Chavan

1st Day 10 th July 2023	Commencement of term Preparation of term Preparation of Teaching plan.
1st Week 10 th to 15 th July.2023	Orientation Programme for First year students.
2nd Week 17 th to 22 nd July 2023	Introduction to the subject and syllabus, Question Bank preparation Practical No.1
3rd Week 24 th to 29 th July 2023	<u>Ch 1. European & American Cuisine</u> 1.1 Introduction to influences of cultures on regions 1.2 Special features with respect to ingredients, methods, presentation styles in the following countries – European - France, Italy, U.K, Germany, Spain, Portugal, Greece, Russia, Switzerland, Austria, Hungary etc Practical no 2
4th Week 31 st July to 5 th Aug.2023	North & South USA – Canada, USA, Mexico, Caribbean, Latin American countries Nouvelle Cuisine – Salient features, Service style 1.4 Difference between Nouvelle & Haute cuisine Practical No 3
5th Week 7 th to 12 th Aug.2023	Revision of the Chapter Practical No 4



6th Week 14 th to 19 th Aug..2023	Glossary related to the Topic of all Cuisine Practical No 5
7th Week 21 st to 26 th Aug.2023	Ch 2. Meat Cookery Understanding meats – Composition, structure & basic quality factors 2.2 Aging, Factors affecting tenderness 2.3 Appropriate cooking methods. 2.4 Lamb / Beef / Veal / Pork • Selection Criteria • Principles of Storage & thawing • Cuts (uses & suitable cooking methods) • Offals Practical No 6
8th Week 28 th Aug. to 2 nd Sept 2023	Poultry & Game • Description of – Duck, goose, turkey, guinea fowl, quail and rabbit. • Chicken - Selection Criteria for Chicken, Principles of Storage & thawing, Cuts with uses & suitable cooking methods. • Principles of storage and thawing Practical No 7
9th Week 4 th to 9 th Sept 2023	Ch 3. Flour Pastries Introduction & Classification with examples Methods of Preparation, (Short Crust, Choux, Hot Water Crust, Flaky, Puff, Danish) Recipes Do's and Don'ts while preparing Pastry Pastry faults & precautions Practical No 8
10th Week 11 th to 16 th Sep. 2023	Ch 4. Icings, Frostings & Fillings Definition & Uses Classification Ingredients used Assembling and Icing cakes Practical No 9
11th Week 18 th to 23 rd Sept. 2023	Production and application of icings Fillings - Ingredients used & preparation Practical No 10
12th Week 25 th to 30 th Sept..2023	Ch 5. Chocolate making Manufacturing & processing of chocolate Types of chocolate Preparations & care in chocolate work Fillings & toppings – preparation, method, care in preparation, presentation, and storage



	Practical No 11
13th Week 2 nd to 7 th Oct. 2023	Ch 6. Kitchen Layout & Design Information required prior to designing of kitchens. Areas of the kitchen with recommended dimensions Factors that influence kitchen design. Placement of equipment. Flow of work. Kitchen layouts – Types, Examples (Multi cuisine, Specialty, Coffee shop, Bakery & Patisserie) Practical No 12
14th Week 9 th to 14 th Oct. 2023	Ch 7. Garbage Disposal Methods Introduction Ways of accumulation Segregation Ch 8. Food Additives Preservatives – Meaning, Class I and Class II Preservatives their names & examples Colouring agents – Meaning, natural & synthetic, their names & common usage Flavouring agents & Essences - Meaning, Natural & synthetic – example and usage Sweetening agents – Meaning, Natural & synthetic – example and usage
15th Week 16 th to 21 st Oct 2023	Humectants – Meaning, examples, usage Bleaching agents – Meaning, examples, usage Thickeners – Meaning, types, example & usage Anticaking agents- Meaning, Examples and usage Sequestrant- Meaning and usage Nutrient supplements – Meaning, usage and examples
16th Week 23 rd to 28 th Oct 2023	Revision Glossary Question Bank Discussion
17th Week 30 th Oct onwards	SPP University Practical Examination SPP University Theory Examination



Charan Prachi

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TEACHING PLAN (2023 -2024)FIRST TERM	
B.Sc.HS.Semester Period:- 10th July Onwards	
Subjects/s:- HS 103 – Housekeeping Operations - I (Theory)	
HS 107 - Housekeeping Operations - I (Practical)	
HS 303 – Accommodation Operations - I	
HS 306 -- Accommodation Operations I	
Teacher In-charge:- Prof. Rachana Khataavkar	
1st Day 10 th July 2023	Commencement of term Preparation of term Preparation of Teaching plan.
1st Week 10 th to 15 th July.2023	Orientation Programme for First year students. Commencement of SY BSc HS Introduction to the subject and syllabus
2nd Week 17 th to 22 nd July 2023	Introduction to the subject and syllabus Chapter 1 Contract Cleaning 1.1 Definition, Concept 1.2 Jobs given on contract by Housekeeping 1.3 Advantages & Disadvantages 1.4 Pricing a contract Practical: 1.Posting charges in guest folio
3rd Week 24 th to 29 th July 2023	Theory – Chapter 1. Introduction to House keeping 1.1 Importance & Functions of Housekeeping 1.2 Guest satisfaction and repeat business Practical : 1. Introduction to the Housekeeping department Chapter 2 Pest Control 2.1 Definition of Pests. 2.2 Preventive and Control Measures of common pests – (Bed Bugs, Carpet Beetles, Fabric moths, Mosquitoes, Fungi ,Silverfish, Cockroaches, Mice and rats) Practical: 2.Practical applications of Credit Monitoring & Charge privilege



	<p>5.3. Classification of Bed, Bath & Restaurant linen</p> <p>Practical 6</p> <p>Situation handling (Death, Theft, Fire, Guest complaints)</p>
<p>8th Week</p> <p>28th Aug.to 2nd Sept 2023</p>	<p>Theory-Chapter 4 Organization of Housekeeping Department</p> <p>4.1 Hierarchy in large, medium& small hotels</p> <p>4.2 Attributes of staff</p> <p>4.3 Job Descriptions and Job Specifications</p> <p>Practical 6. Polishing of Laminated surfaces.</p> <p>Chapter 5 Linen & Uniform room</p> <p>5.4 Sizes of Linen</p> <p>5.5. Calculation of Linen requirement</p> <p>5.6. Linen Control – Linen Inventory</p> <p>5.7. Par stock, Linen Coverage</p> <p>5.8 Handling of Hotel Uniforms</p> <p>5.9 Discard Management</p> <p>Practical 1</p> <p>1. Stain Removal - Tea Stains - Ink Stains - Grease Stains - Lipstick Stain</p>
<p>9th Week</p> <p>4th to 9th Sept 2023</p>	<p>Theory –Chapter 4. Organization of Housekeeping Department</p> <p>4.4 Duties and Responsibilities of Executive Housekeeper, Floor Supervisor, Guest room Attendant, Linen Room Supervisor, and other housekeeping staff</p> <p>Practical 7, 8,9.</p> <p>Polishing of Brass Articles.</p> <p>Polishing of EPNS articles.</p> <p>Polishing of Copper articles.</p> <p>Chapter 6 Laundry Operations</p> <p>6.1 Types of Laundry – OPL , Commercial</p> <p>6.2 Layout of a Laundry</p> <p>Practical 2</p> <p>Laundering Procedure - Washing - Starching - Blueing - Ironing</p>
<p>10th Week</p> <p>11th to 16th Sept 2023</p>	<p>Theory –Chapter 5. Guest Rooms</p> <p>5.1 Types of Guest Rooms</p> <p>5.2 Amenities & Facilities for Standard & VIP guestrooms</p> <p>Practical 10.</p> <p>Cleaning of Glass surfaces.</p> <p>Chapter 6 Laundry Operations</p> <p>6.3 Laundry Equipment & Uses</p> <p>6.4 Laundry Process</p>



4th Week 31 st July -5 th Aug.2023	Theory – Chapter 1. Introduction to House keeping 1.3 House Keeping areas – Front of the House 1.4 House Keeping areas – Back of the House 1.5 Guest Rooms, Public areas, Maid’s Room, Indoor & Out Door area. Practical : 2.Introduction to Cleaning Equipment
5th Week 7 th to 12 Aug.2023	Theory – Chapter 2. Co-ordination with other Departments 2.1 Coordination of Housekeeping with other departments like Front Office, Engineering, Food & Beverage Service, Food Production, Security, Purchase, Human Resource, Accounts. Practical : 3. Introduction to Cleaning Agents Chapter 3 Safety & Security Processes 3.1 Potentially Hazardous Conditions 3.2 Safety Awareness- Importance of Safety and Security. 3.3 Safety of Guest Property, Hotel Property 3.4 Accidents: Causes & Prevention Practical 3& 4: • Late Check-outs , late charges • V.P.O., Allowance vouchers and Miscellaneous vouchers.
6th Week 14 th -19 th Aug.2023	Theory – Chapter 3. Layout of House Keeping Department 3.1 Sections of the house keeping department 3.2 Functions of Housekeeping Department Practical 4. Introduction to Guest Room and supplies &placement Chapter 4 Environment practices in Housekeeping 4.1 Introduction to Green Housekeeping 4.2 Eco friendly practices followed by Housekeeping 4.3 Waste Reduction Programs 4.4 Recycling of Materials Practical 5: Dealing with guests at the hospitality desk (enhancing the guest experience)
7th Week 21 st to 26 th Aug. 2023	International Housekeeping Week Theory – Chapter 3. Layout of House Keeping Department 3.3 Lay Out of House Keeping Department Practical 5: Sweeping and Mopping – dry, wet. Chapter 5 Linen & Uniform room 5.1. Layout of Linen Room 5.2. Classification & Selection of Linen



	6.5 Dry Cleaning 6.6 Handling Guest Laundry – Laundry list and Valet Service Practical 3 Stock Taking of Linen for Housekeeping Lab
11th Week 18 th to 23 th Sept 2023	Theory –Chapter 6.Cleaning Equipment 6.1 Classification of Equipments 6.2 Use, care & maintenance of Equipments 6.3 Selection & purchase criteria of Equipments Practical 11&12 Cleaning of oil painted and plastic painted surfaces. Mansion Polishing Practical 4 Calculation of room linen requirement for a 100 rooms' property with an OPL
12th Week 25 th to 30 th Sept 2023	Chapter 7 Cleaning Agents 7.1 Classification of Cleaning Agents 7.2 Use of Cleaning Agents 7.3 Care and Storage of Cleaning Agents 7.4 Distribution & Control Chapter 7 Flower Arrangement 7.1 Concept, Importance & Principles 7.2 Types and shapes 7.3 Tools, Equipment and Accessories 7.4 Conditioning of Plant Materials Practical 5 Calculation of room linen requirement for a 300 rooms' property with an OPL.
13th Week 2 nd to 7 th Oct. 2023	Chapter 1 Front Office Accounting 1.1. Accounting fundamentals (types of accounts, ledger, folios, vouchers) 1.2. Record keeping system (non automated, semi-automated and fully automated) 1.3. Credit Monitoring and Charge Privileges 1.4. Cash sheet 1.5. Floor Limit, House Limit Practical 6 Flower Arrangement - Oval/Round - Hogarth Curve - Ikebana - Vertical - Horizontal
14th Week 9 th -14 th Oct 2023	Chapter 2 Calculation of various Statistical data using Formulae - ARR, - Room occupancy %, - Double Occupancy%, - Foreign Occupancy %, - Local Occupancy %, - House Count, - Under stay %, - Overstay %, - No show %, - Rev PAR Chapter 3 Reports Daily Report, Revenue Report, Discrepancy Report, High Balance Report, GHC etc.



15 th Week 16 st to 21 st Oct 2023	Chapter 4 Guest Relations 4.1 Hospitality Desk 4.2 Functions and role 4.3 Maintenance of records like guest history card etc) 4.4 Special personality traits for a Guest Relations Executive
16 th Week 23 rd to 28 th Oct 2023	Chapter 5 Situation Handling 5.1 Types of Guest Complaints 5.2 Complaint handling procedure 5.3 Dealing with unusual situations (Death, theft, fire etc.)
17 th Week 30 th Oct	SPP University Practical Examination SPP University Theory Examination

1
Khatakar
21/07/2023
(RACHANA R. KHATAVKAR)



INTERNATIONAL YOGA DAY 2023

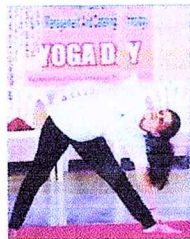
Activity / Event:	International Yoga Day 2023
Day and Date:	Wednesday, 21 st June 2023
Time:	8:15 am – 10:15 am
Venue / Place:	Function Hall, Third Floor, IHMCT Ahmednagar
Resource Persons:	Mr. Nadaf Mahemud and Ms. Yogita Gupta Yog Vidya Dham, Ahmednagar
No. of Participant	Students:- 22 Teaching Staff:- 05 Total:- 27
About the event:	Mr. Nadaf and Ms. Gupta demonstrated various yogasanas to the participants in the event. All have performed and learnt the yogasanas.

Photos of the Activity

Felicitation of Guests Mr. Nadaf Mehamud and Ms. Yogita Gupta



Ms. Gupta demonstrated the various yogasanas



Participants performing yogas





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AHMEDNAGAR

Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778

Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to Uni. of Pune

Name of Activity	“A Guest Lecture on Entrepreneur Development- Success Mantra”
Year	2nd September. 2023
Venue	Seminar Hall, IHMCT Ahmednagar
No. of participants	54
Faculty In-Charge	Prof. V.U. Maniyar
Purpose of Event	<ul style="list-style-type: none">• To Motivate Students through• To encourage students to develop Entrepreneur Skills.
Outcome	<ul style="list-style-type: none">• Students get motivated by words of Business Tycoon• Students understand and acquainted the Success Mantra.

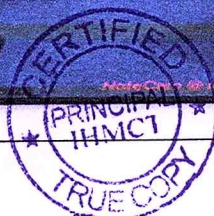


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REPORT OF THE EVENT / ACTIVITY

Activity / Event:	“Preparation for Competitive Examination”
Day and Date:	Tuesday, 17 th October 2023
Venue / Place:	Seminar Hall , IHMCT Ahmednagar
Mode of Conduct:	Offline
No. of Participant	48
Purpose	<ul style="list-style-type: none"> To provide awareness to the students about the various types of jobs offered both in the Central and State Government. To develop competitive skills through various types of objective tests. To train them by conducting aptitude test based on verbal and quantitative skills. To enhance their ability to speak in English and face an interview.
Outcome	<ul style="list-style-type: none"> After graduation students can opt for various competitive examinations, which can open the doors for many positions in government sector.

Photos of the Activity



Workshop on Bartending

Activity / Event:	Workshop on Bartending by Planetfluid Bartending Academy Pune
Day and Date:	Thursday, 26th October 2023
Resource Person:	Ms. Prutha Relekar and Mr. Chetan Choramule
No. of Participant	Students : 79 Faculty : 07 Total : 86
Purpose:	<ul style="list-style-type: none"> • Preparation and presentation of cocktails and mocktails. • Hands on training to the students for bartending skills like shaking, stirring and mixing of cocktails and their presentation.
Outcome	<ul style="list-style-type: none"> • Knowledge of preparation and presentation of cocktails and mocktails • Students also had hands on training for bartending skills like shaking, stirring and mixing of cocktails and their presentation.

SNAPSHOTS OF ACTIVITY



Cocktails and Mocktails made by Ms. Prutha and our students



Ms. Prutha and Mr. Chetan conducted workshop



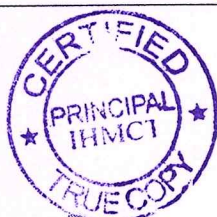
Workshop on Wine Tasting

Activity / Event:	Workshop on Wine Tasting by Sula Vineyards, Nashik
Day and Date:	Tuesday, 12th March 2024
Resource Person:	Mr. Inder Renu, Asst. Manager – Tastings Sula Vineyards, Nashik
No. of Participant	Students : 70 Faculty : 5 Total : 75
Purpose:	- To provide the knowledge on wines and wine tasting by the expertise of Sula Vineyards
Outcome	- Students and staff of the institute got an opportunity to taste different wines manufactured by Sula. - The session were informative and practically provided knowledge on wine tasting

SNAPSHOTS OF ACTIVITY



Knowledge sharing through theoretical and practical ways



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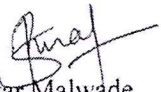
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Activity / Event:	Flower arrangement Workshop
Day and Date:	30/10/2023, Monday.
Venue / Place:	Institute building , Ahmednagar
No. of Participant	37
Purpose:	To make students aware of the various flowers and foliage used in flower arrangement To make students understand the various styles of flower arrangement.

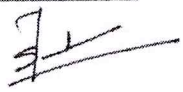


LIST OF STUDENTS COMPLETED INDUSTRIAL TRAINING
AY 2023-24
Class:- 2nd Year B.Sc.HS

Sr. No.	Name of Student	Organization of Internship
1.	Sanket Sayambar Vikas Sayambar Rohan Dhumal Mahesh Mutkule Abhishek Raut	Sheraton Grand Bengaluru Whitefield Hotel & Convention Center, Bengaluru, Karnataka
2.	Onkar Bhapkar Digvijay Salve Shrikant Athare Ayush Galange Pratik More Ms. Payal Kamble Ms. Asmita Kshetre	Radisson Blu Plaza Hotel Mysore, Karnataka
3.	Ms. Ankita Dagdiya Ms. Tanaya Bhapkar Ms. Khushi Ashtekar Ms. Khushi Pawar Aditya Awaghade Rushikesh Kamble Jatin Bhagchandani	Conrad Hotel Pune, Mangaldas Road, Pune, Maharashtra
4.	Rudraksha Gandhale Swayam Pradeshi	JW Marriott, S.B. Road, Pune, Maharashtra
5.	Bharat Dhawale Harshal Badakh Sudarshan Thange Baban Rupnar Parmeshwar Waghmode Mahesh Kshirsagar	Hotel Lemon Tree, Viman nagar, Pune, Maharashtra
6.	Aditya Waghmare Manoj Khatake Nirmal Sanket	Hotel Westin Pune Koregaon Park Ghorpadi, Pune, Maharashtra
7.	Akshay Nannaware Ajay Kale Ms. Charleen Gaikwad Ms. Snehal Lokhande	Hotel Novotel Pune Nagar Road, Viman Nagar, Pune, Maharashtra
8.	Shreyas Gandhi Rushikesh Takale	Hyatt Regency & Residences, Viman Nagar, Pune Pune, Maharashtra
9.	Rushikesh Pund Nitin Lanke Krishna Handal Devang Pareek	Courtyard by Marriott Hinjawadi, Pune, Maharashtra


Prof. Sagar Malwade
Training & Placement Coordinator




Prof. Mrs. Y. S. Sadre
Principal
I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001


I/c. Principal
Institute of



April 11, 2024


TO WHOM IT MAY CONCERN

This is to certify that **Sanket Ashok Sayambar** a student of **A.J.M.V.P.S Institute of Hotel Management and Catering Technology, Ahmednagar** has successfully completed his Industrial Training at **Sheraton Grand Bengaluru Whitefield Hotel & Convention Center** from **15 December 2023** to **10 April 2024** in all operational departments.

During his tenure, his performance and attendance was **good**.

We wish him success in all his future endeavours.

For Sheraton Grand Bengaluru Whitefield Hotel & Convention Centre


Abhijith Mohandas
Human Resources Executive

Ratings

1 – Poor; 2 – Average, 3 – Satisfactory, 4 – Good; 5 – Excellent



Sheraton Grand Bengaluru Whitefield Hotel & Convention Center
Prestige Shantiniketan Hoodi, Whitefield, Bengaluru - 560048
T +91 80 7100 8100 F +91 80 7100 8101
sheraton.com/bengaluruwhitefield



April 11, 2024

TO WHOM IT MAY CONCERN

This is to certify that **Vikas Navanath Sayambar** a student of **A.J.M.V.P.S Institute of Hotel Management and Catering Technology, Ahmednagar** has successfully completed his Industrial Training at **Sheraton Grand Bengaluru Whitefield Hotel & Convention Center** from **15 December 2023** to **10 April 2024** in all operational departments.

During his tenure, his performance and attendance was **good**.

We wish him success in all his future endeavours.

For Sheraton Grand Bengaluru Whitefield Hotel & Convention Centre

Abhijith Mohandas
Human Resources Executive

Ratings

1 – Poor; 2 – Average, 3 – Satisfactory, 4 – Good; 5 – Excellent



Sheraton Grand Bengaluru Whitefield Hotel & Convention Center
Prestige Shantiniketan Hoodi, Whitefield, Bengaluru - 560048
T +91 80 7100 8100 F +91 80 7100 8101
sheraton.com/bengaluruwhitefield

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STUDENTS FEEDBACK REPORT
A.Y.2023-2024

Sr.No	Name of students	Email
1	Jadhav Gauri	jadhavgaury197@gmail.com
2	Waghmode Parmeshwar	parmeshvrvaghmode@gmail.com
3	Sayambar Dhiraj	dhirajsayambar45@gmail.com
4	Warale Sarthak	sarthakwarale007@gmail.com
5	Bhapkar Tanaya	bhapkartanaya@gmail.com
6	Chandan Harshal	harshalchandan0523@gmail.com
7	Gaikwad Vivekanand	vivekanandgaikwad813@gmail.com
8	Ghodeswar Prasenjeet	prasenjeetghodeswar2000@gmail.com
9	Tonage Ankita	tonageankita78@gmail.com
10	Sonawane Harshad	sonawaneharshad302@gmail.com
11	Pund Rushikesh	rushikeshpund9011@gmail.com
12	Takale Rushikesh	rushikeshtakale777@gmail.com
13	Shinde Adesh	adeshshinde003@gmail.com
14	Omkar Jagtap	onkiii1616@gmail.com
15	Shinde Tejas	tejasshinde8104@gmail.com
16	Dhadge Om	omdhadge111@gmail.com
17	Dagdiya Ankita	ankitadagdiya901@gmail.com
18	Waghade Aditya	adityaawaghade08@gmail.com
19	Kamble Rushikesh	rushikamble8605@gmail.com
20	Shaikh Shaikh	sohebshaikh3011@gmail.com
21	Thange Sudarshan	sudarshanthange1821@gmail.com
22	Bhonge Manoj	bhogemanoj68@gmail.com
23	Pawar Khushi	khushipawar1415@gmail.com
24	Surve Aryan	aryansurve79@gmail.com
25	Dagale Sameer	dagalesameer1@gmail.com
26	Raut Abhishek	abhishekraut847@gmail.com
27	Misal Omkar	omkarmisal7999@gmail.com
28	Ashtekar Khushi	khushiashtekar1603@gmail.com
29	Rupnar Baban	babanrupnar473@gmail.com
30	Waghmare Aditya	adyawaghmare@gmail.com
31	Kamble Payal	kamblepayal603@gmail.com



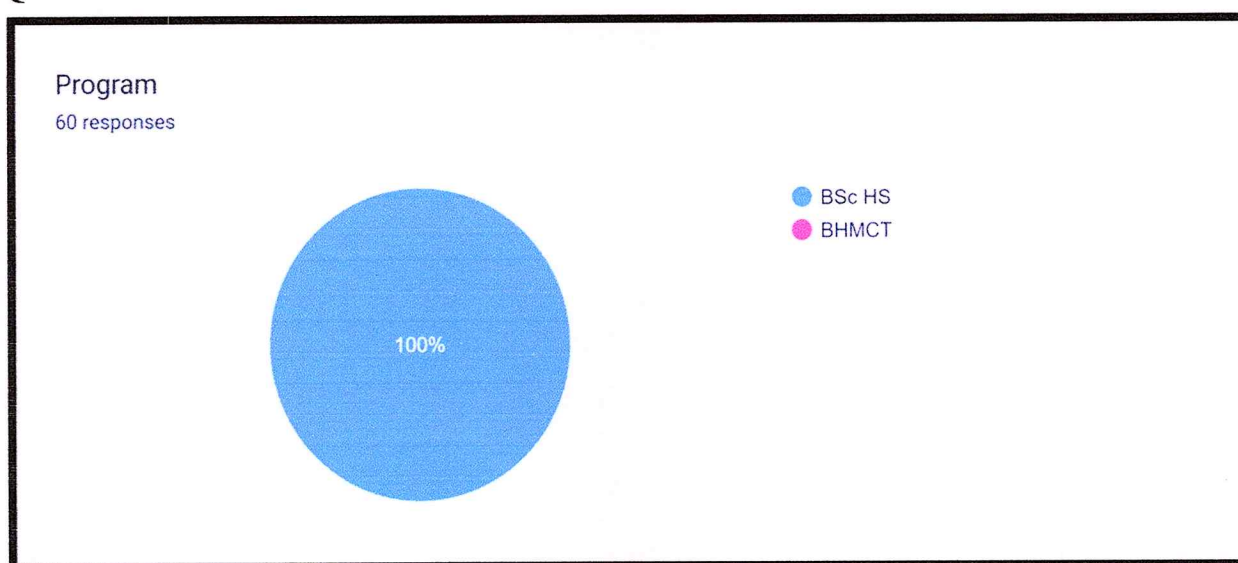
32	Nirmal Sanket	sanketnirmal299@gmail.com
33	Gandhale Rudrakash	rudrakshgandhale@gmail.com
34	Dhawale Bharat	bharatdhawale9370@gmail.com
35	Pardeshi Swayam	mrswayampardeshiofficiall@gmail.com
36	Handal Krushna	handalkrushna9@gmail.com
37	Handal Krushna	handakrushna9@gmail.com
38	Gaikwad Charleen	gaikwadcharleen@gmail.com
39	Gandhi Shreyash	gandhishreyash1@gmail.com
40	Darandale Sanket	darandalesanket577@gmail.com
41	Pawar Harish	harishpawar2192003@gmail.com
42	Salve Digvijay	digvijaysalve0@gmail.com
43	Kshetre Asmita	asmitakshetre68@gmail.com
44	Galange Ayush	ayushgalange28@gmail.com
45	Khatake Manoj	manojkhatake85@gmail.com
46	Lokhande Snehal	lokhandesnehal2005@gmail.com
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48	Lanke Nitin	nitinlanke09@gimal.com
49	Borde Nikhil	nikhilborde84@gmail.com
50	Kinger Karan	karenkingerkk@gmail.com
51	Sadphal Shivraj	sadaphalshivraj3499@gmail.com
52	Chawara Ayush	ayushchawara27@gmail.com
53	Sayyad Vasim	vasimsayyad700@gmail.com
54	Bhagchandani Jatin	jatinbhagchandani4@gmail.com
55	Sayambar Sanket	sanketsayambar1@gmail.com
56	Bhagat Dhiraj	dhirajbhagat02018@gmail.com
57	Mukhekar Vaibhav	vaibhavmukhekar@29gmail.com
58	Khatake Manoj	manojkhatake85@gmail.com (1)
59	Kamble Payal	kamblepayal603@gmail.com
60	Dhwale Bharat	bharatdhawale9370@gmail.com



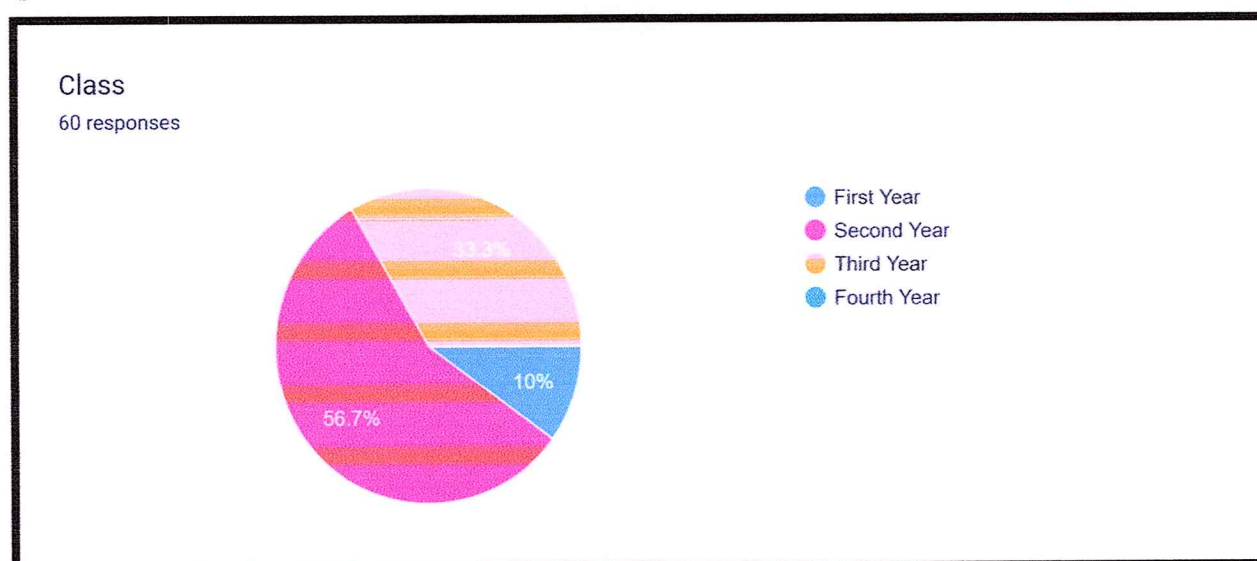
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STUDENTS FEEDBACK REPORT
A.Y.2023-2024

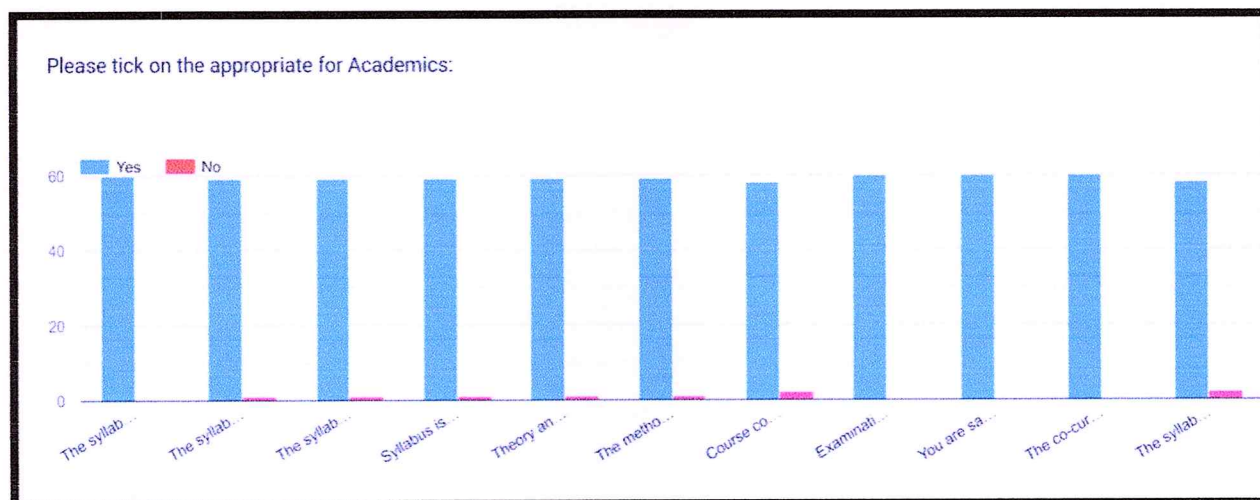
Q.1



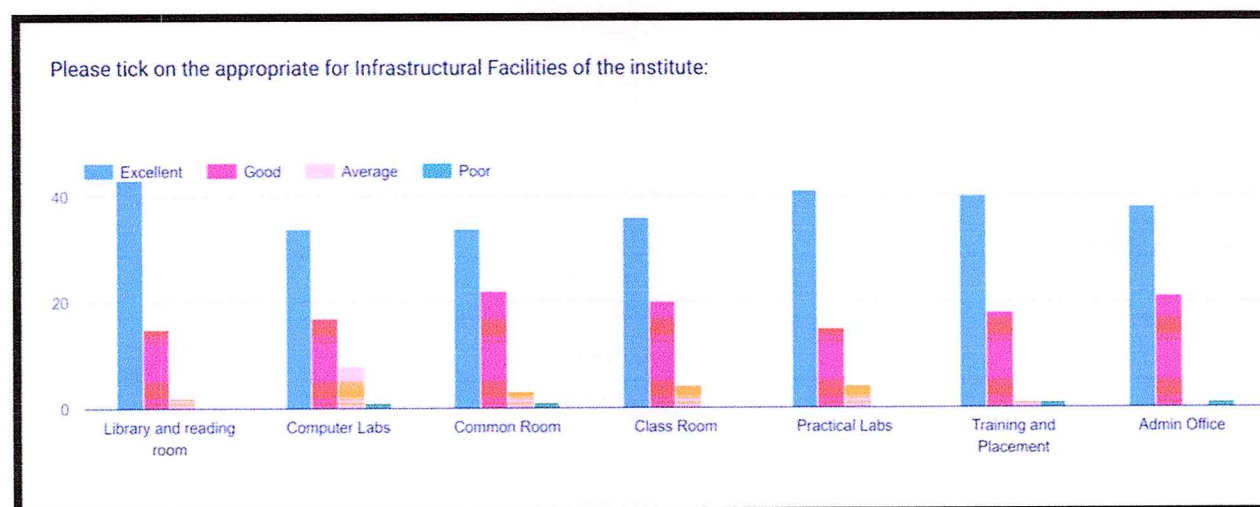
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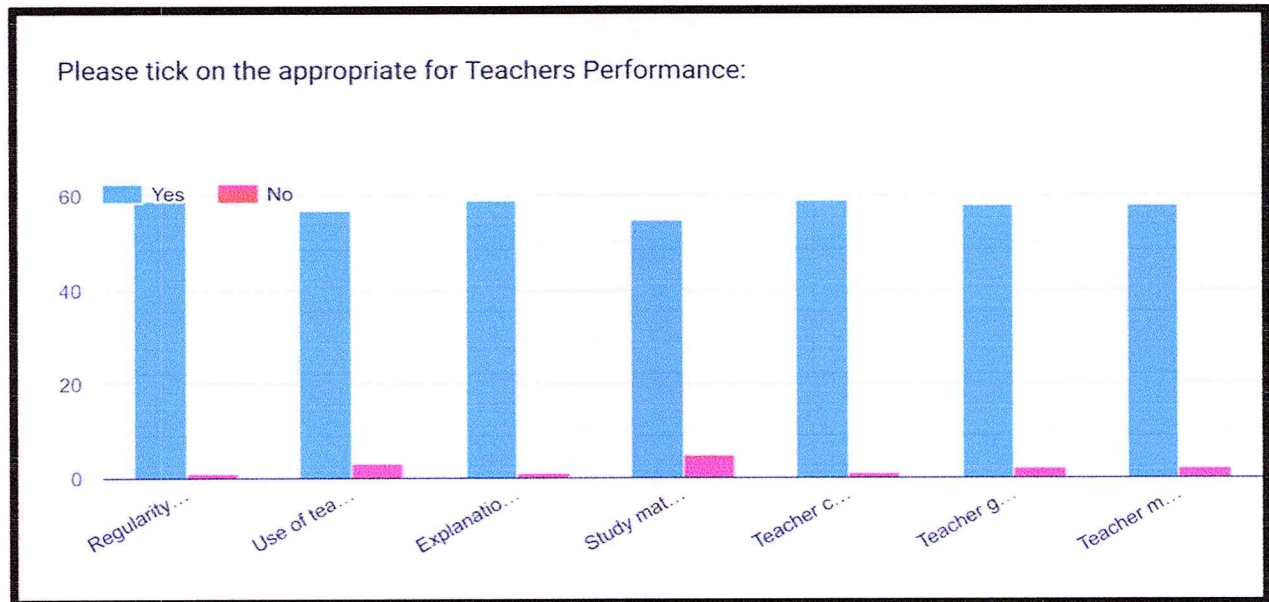
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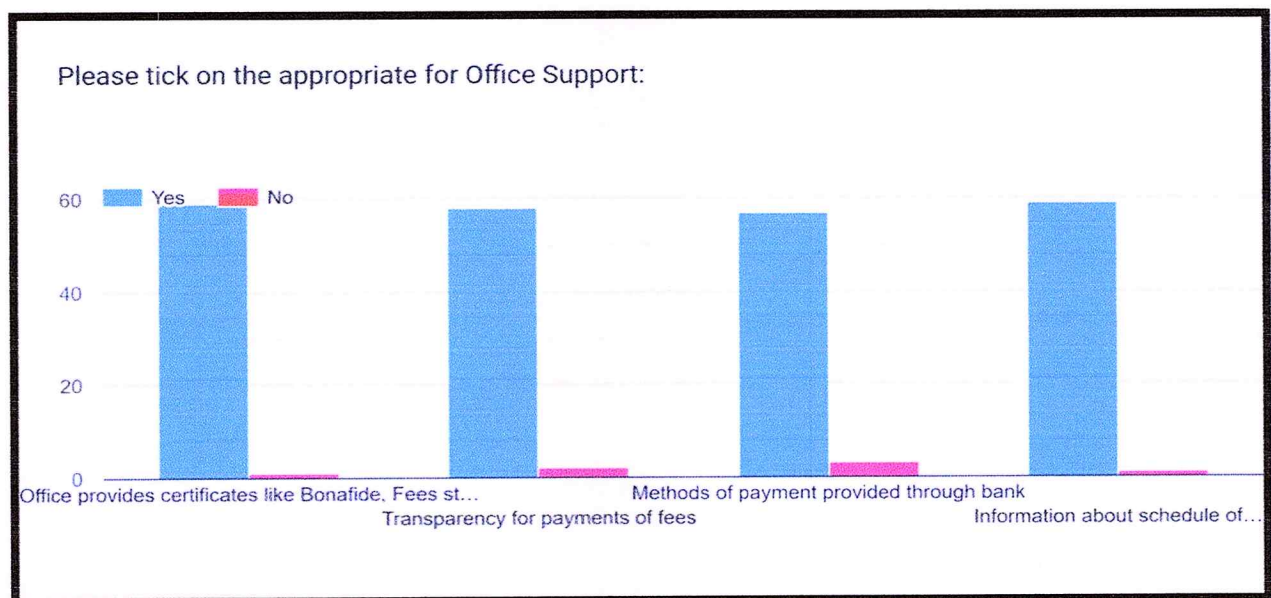
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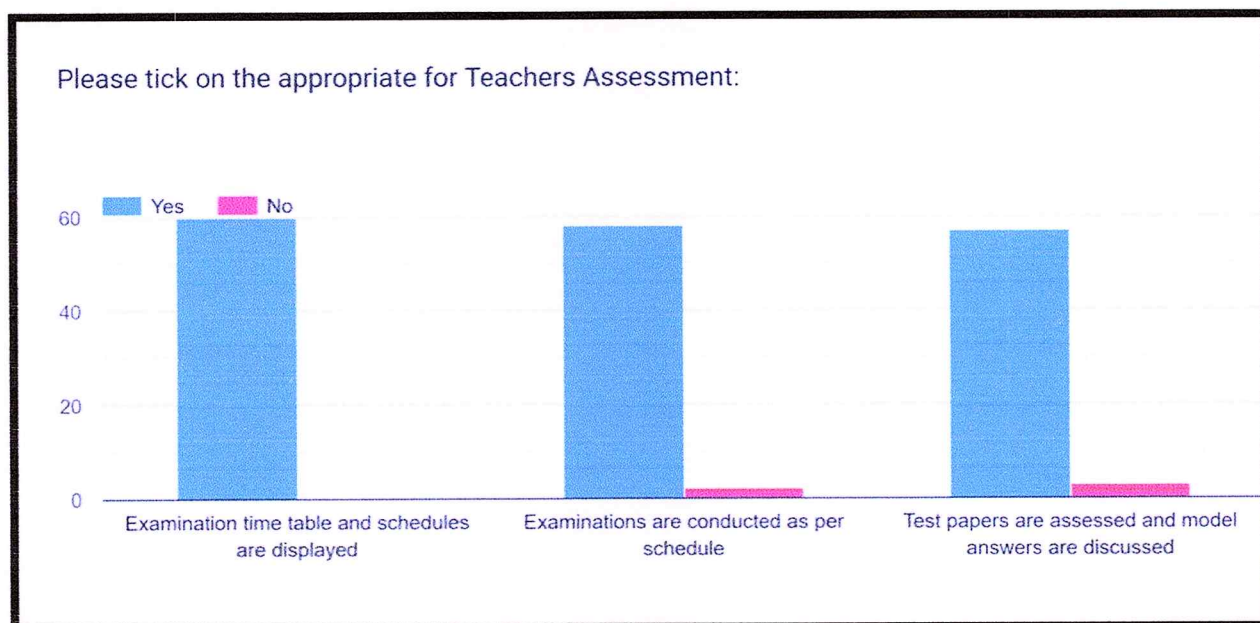
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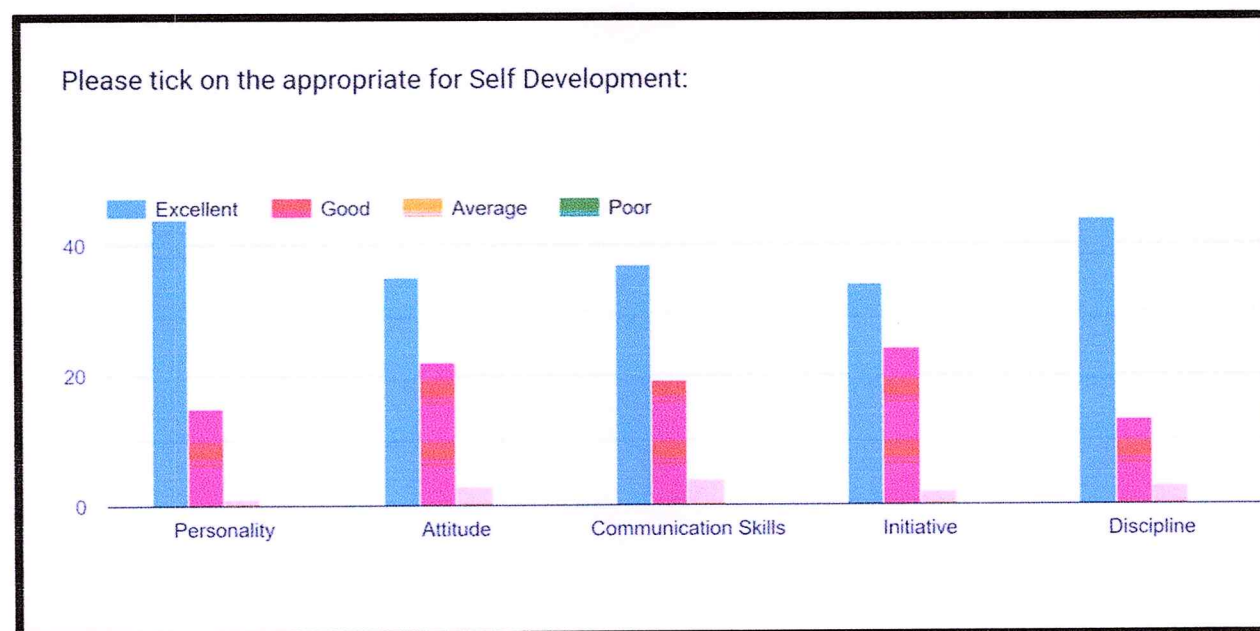
Q.6



Q.7

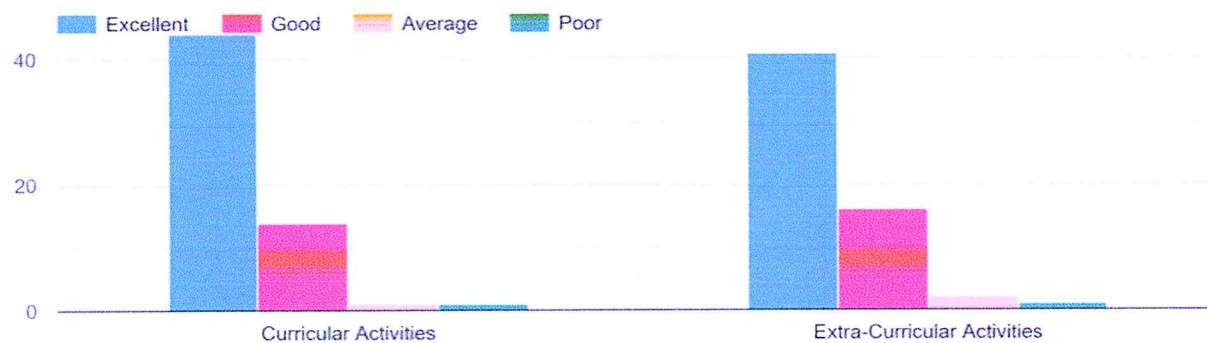


Q.8



Q.9

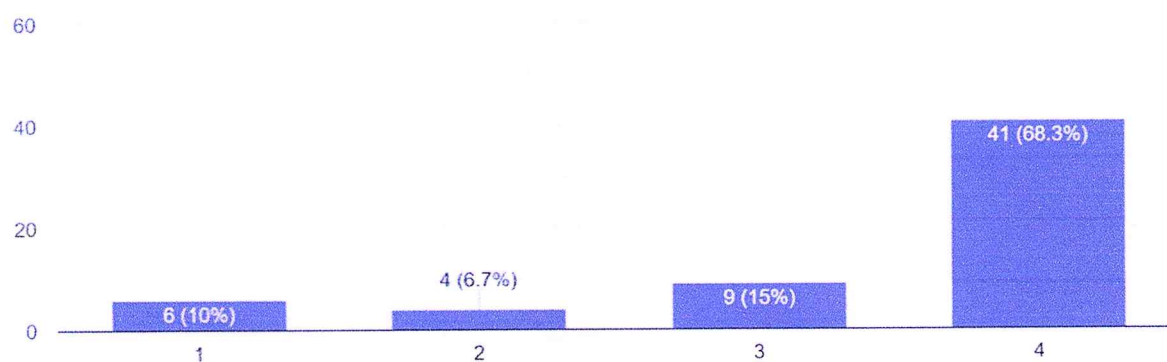
Please tick on the appropriate for Activities in the institute:



Q.10

Overall impression of the institute

60 responses



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STUDENTS FEEDBACK REPORT

A.Y.2023-2024

Q.11

Contact No. (Whats App)

60 responses

7972956168

7822813149

7249636350

7020332421

8767991238

9922886355

9307971311

9322650772

8329355066

9941941616

8459057010

9923305680

7219556073

7276761898

7020791464

9623926562

8999482044

8080603566

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8983633918



9021151958
9325106306
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9022613179
8530637726
7414967052
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8999886507
9834559700
9960561649
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7588612106
7030357889
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8625831576
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9623755030
8999267400
9028208259
9067923579
7218597735
9834664039
8847702082
8329573309
8856924137
7972795864
8010469543
8983661153
9766800997
9503383599



8767148032

9356603660

9922245841

Q.12

Name the curricular and extra-curricular activities you participated: 60 responses

Good

Food festival

Good

Shiv jayanti, Fresher's party, Food festival, Yoga day, 3rd year farewell, Industrial Visit, Sports day.

Tree plantation

Sports week, farewell party, Zaika food festival2023

Special international weeks

Very

Good

Wine tasting

Farewell party, Sports day, Food festival, Industrial Training

Na

Sakal festival

Sports day

Participate in Chef Competition, Done workshops of bakery , attended the seminars

Many events

Playing games food festivals and other programs

No

Sport competition

Tree plantation.

Food festival, management events, apca hands on work shop, industrial visit, internship, tree plantation, yoga day, reading day, and many other activities

Sport day

Sports week

Food festival



Yoga

Various sessions

Nice

Cricket game

Farewell party

Laundry visit, winery visit

It's good

Yoga din, food festival

Yoga day

Participated in annual sports events organized by college

Cricket

Bread day and blood donation activities

Seminars on

YES

Farewell, 3 year fresher's party, chef competitions, yoga activity ,shiv jayanti, food festival, industrial visit ,sport day ,

Debates

Food festival 2k24

Yes

Cricket, food festival etc.

Sports day

N/A

All

NAAC, tree plantation

Chef Day competition

Food festival

Sport week

Q.13

Give Suggestions for overall development of the institute and the individual 60 responses

Good



Good

Nothing

All good

Excellent

Very good

All good

This institute is more excellent

It's working great ☐

Very good

Very well

Competition should be taken on the state level to enhance the skill , Boost confidence and Increasing the creativity .

N/A

Best college

No the institute teach us to the highest standard.

Institute is good

Need to develop computer labs,

Motivation for the education

Smart study

No suggestions needed

All is well managed and excellent!!!!

Teachers are very rough

Its good experience

It's good

All is very good

Overall development is good

Everything is good, just should give day today live examples while teaching

Institute should provide us career guidance courses

Good

Satisfied with all the facilities are in the college

All teachers are just perfect

No need of development everything is good



More infrastructure development.

Information of industry

No

..

N/A

No

Nothing because institute is well developed.

Excellent institute

It's all good

Must be interaction between teachers and students openly

Q.14

Give Suggestions for overall development of the institute and the individual 60 responses

Good

.

Good

Nothing

All good

Excellent

Very good

All good

This institute is more excellent

It's working great ☐

Very good

Very well

Competition should be taken on the state level to enhance the skill , Boost confidence and Increasing the creativity .

N/A

Best college

No the institute teach us to the highest standard.

Institute is good

Need to develop computer labs,



Motivation for the education

Smart study

No suggestions needed

All is well managed and excellent!!!!

Teachers are very rough

Its good experience

It's good

All is very good

Overall development is good

Everything is good, just should give day today live examples while teaching

Institute should provide us career guidance courses

Good

Satisfied with all the facilities are in the college

All teachers are just perfect

No need of development everything is good

More infrastructure development.

Information of industry

No

..

N/A

No


Nothing because institute is well developed.

Excellent institute

It's all good

Must be interaction between teachers and students openly




I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Tola Road, AHMEDABAD-380 014 (G)



Ahmednagar Jilha Maratha Vidya Prasarak Samaj's
**INSTITUTE OF
HOTEL MANAGEMENT AND CATERING TECHNOLOGY**

Lal Taki Road, Ahilyanagar (Ahmednagar) - 414 001. Ph./Fax (0241) 23226778
(NAAC Accredited with 'B' Grade)

• Affiliated to S. P. Pune University • INST. CODE NO. C001863

Ref. No. :

Date : / / 20

5.2.1. Placement of outgoing students during the A.Y. 2023-24

Sr. No.	Name of student placed and contact details	Name of the employer with contact details	Pay package at appointment
1.	Bhagat Dhiraj Shankar	Marriott Gaylord Texan Resort, U.S.A	18,43,200/-
2.	Borde Harshada Shankar	Enrise by Sayaji, Ahmednagar	1,92,000/-
3.	Borude Abhijit Rajendra	Enrise by Sayaji Hinjewadi, Pune	60,000/-
4.	Chandan Harshal Ashok	Marriott Gaylord Texan Resort, U.S.A	18,43,200/-
5.	Chaware Ayush Kanhaiya	Courtyard by Marriott, Nashik	1,86,000/-
6.	Chemate Shankar Vishnu	KFC by Sapphire Foods Ahmednagar	1,49,760/-
7.	Dhadge Om Kanifnath	KFC by Sapphire Foods Ahmednagar	1,49,760/-
8.	Garkal Akshay Narayan	Tempa Marriott Florida, U.S.A	20,43,000/-
9.	Jadhav Gauri Narayan	Hard Rock Hotel, Virginia, U.S.A	19,27,200/-
10.	Jagtap Omkar Gangadhar	Hotel Grand Sheraton, Pune	60,000/-
11.	Misal Omkar Sunil	Enrise by Sayaji Hinjewadi, Pune	60,000/-
12.	Mupparam Abhishek Vyankatesh	Bengaluru Marriott Hotel Whitefield, Bengaluru	2,79,437/-
13.	Pawar Harish Punjahari	Enrise by Sayaji, Ahmednagar	1,92,000/-
14.	Sadhaphal Shivraj Umakant	Tania President Inn Shirdi	2,40,000/-
15.	Shinde Tejas Santosh	Hotel Grand Sheraton, Pune	60,000/-
16.	Singh Rahul Shivshankar	Royal Orchid Hotel, Lonavala	1,80,000/-
17.	Tonage Ankita Sampat	UCF Hotel Venture Orlando, U.S.A	20,43,000/-


I/C Principal
Institute of

Mr. Abhijit Borude
At/p- Ahemednagar, Maharashtra

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment as **OJT in F&B Production at Enrise by Sayaji Pune.**

You are required to report on duty on or before **01/08/2024** at **Enrise by Sayaji Pune (A Unit of Vinode Hospitality)**, failing which this offer will stand automatically cancelled.

Please bring the original & photocopies of the following documents.

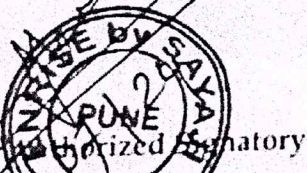
1. All educational certificates,
2. Ten no.'s of passport size latest color photograph and two references at the time of joining.
3. Copy of PAN, Driving License, Voter ID (any one) for proof of address.
4. School leaving certificate for proof of Date of Birth.
5. Experience letter & copy of pay slip for proof of income.

Further, this offer is valid subject to satisfactory reference checks. This letter of offer is based on the information furnished in your application for employment and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been pending, then your employment is liable to be terminated without notice. The detailed letter of appointment will be issued to you upon your joining.

Please sign & return the duplicate copy of this letter as a token of acceptance of our offer within 48 hrs. from the date of issue.

Thanking you,

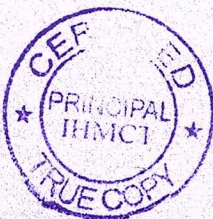
For VINODE HOSPITALITY LTD



I hereby accept the above terms and conditions.

Date:

Signature:



ENRISE HOTEL BY SAYAJI, PUNE

A Unit of Vinode Hospitality

Address: Sr. No. 81/1/1, Vinode Nagar, Marunje Road, Pune, Maharashtra - 411057
Phone No.: +91 98907 17700 | Email: reservations@enrisepune.com

COURTYARD
BY MARRIOTT

19th July, 24

CYN/HR/2024/OL/0256

Mr. Ayush Chaware

Ahmednagar, Maharashtra - 414003

Dear Ayush,

This has reference to your application and subsequent interviews you had with us in terms of the discussion and as agreed upon mutually we are pleased to inform you that you have been selected as **"Guest Service Associate"** in **Front Office** Department on Fixed Term Contract at **"Courtyard by Marriott Nashik"**. Please note that your tentative date of joining will be **01 August, 24**.

Please report to the undersigned at the Human Resource Department on **01 August, 24** at **10.00 hrs**. Along with the following:

1. Police clearance certificate.
2. Photocopy of Educational Qualifications.
3. Government identification like Passport, Aadhar Card, Pan Card or Bank details, Etc.
4. 8 passport size photographs.
5. You will be required to comply with all such rules and regulations as the Company may frame from time to time.
6. You will be entitled to **4 offs** in a month.

We trust that this exposure will be beneficial to you in your career and will be great learning experience.

Please send me an acknowledgement as a token of acceptance.

for Courtyard by Marriott, Nashik
(a Unit of Shweta Infrastructure Pvt. Ltd.)


15/07/24

Biplab Biswas
Human Resources Manager

Candidate's acknowledgement:



Agreed & Accepted by  on 22-7-2024

Courtyard by Marriott® Nashik

Near Mumbai Naka, Mumbai – Agra National Highway Nashik - 422001, Maharashtra, India
Board line +91 02536666555 | Fax +91 02536666555 | www.courtyardnashik.com www.marriott.com

Registered Office: Shweta Infrastructure & Housing (I) Pvt. Ltd., CIN: U45200MH2005PTC155493, Samraat HQ, A-33, NICE Area,
Street No 7, Salpur MIDC, Nashik Maharashtra - 422007



DETAILS OF COMPENSATION & BENEFITS		
MR. AYUSH CHAWARE – GUEST SERVICE ASSOCIATE – FRONT OFFICE		
Salary	As per property monthly payslip and subject to statutory deductions & income tax:	
	Basic	13,108
Benefits	House Rent Allowance	381
	Gross Salary	13,489
	Employer's PF Contribution	1,573
	Employer's ESI Contribution	438
	Total Remuneration (Cost To Company)	15,500
Compensation details as indicated above are strictly confidential and should be treated as privileged information between you and the organization.		
<p>for, Courtyard By Marriott, Nashik (a Unit of Shweta Infrastructure and Housing (I) Pvt. Ltd.)</p> <p> Biplab Biswas Human Resources Manager</p>		
<p>Candidate's acknowledgement:</p> <p>Agreed & Accepted by  on 22-7-2024</p>		

**Courtyard by Marriott® Nashik**

Near Mumbai Naka, Mumbai – Agro National Highway Nashik - 422001, Maharashtra, India
Board line +91 02536666555 | Fax +91 02536666555 | www.courtyardnashik.com | www.marriott.com

Registered Office: Shweta Infrastructure & Housing (I) Pvt. Ltd., CIN: U45200MH2005PTC155493, Samraat HQ, A-33, NICE Area,
Street No 7, Satpur MIDC, Nashik Maharashtra - 422007



July 25, 2024

To,

Mr. Shankar Chemate

Sub: Job Offer

DECCAN MALL

Dear Mr. Shankar Chemate ,

We refer to our recent discussion regarding your employment with **Sapphire Foods India Limited**. We are pleased to extend you an offer of employment as **Team Member - Hourly** in our company. Your place of posting would be DECCAN MALL. The terms and conditions of your employment are as follows:

Title: Team Member - Hourly

Type of Employment: - Hourly Paid

Emoluments: As per Annexure

Leave: As per Company policy

Transfer: As per Company policy

Accountability: You shall properly, diligently and honestly perform all the duties which Company may assign to you from time to time and shall faithfully account for and deliver to the Company all monies, securities or other property belonging to the Company, which may come in your possession, custody or control.

Confidentiality: You shall keep strictly confidential and not disclose, use, divulge, publish or otherwise reveal, directly or through any third party, any confidential or proprietary information of the Company or any of its group companies, that was disclosed or received pursuant to this agreement or other prior agreements between you and the Company, the negotiations in connection therewith or any of the transactions contemplated thereby or by reason of the performance by you of your obligations hereunder, or your involvement in the activities of the Company, including, but not limited to, documents and/ or information regarding customers, costs, profits, markets, sales, products, product development key personnel, pricing policies, operational methods, technology, know-how, technical processes, formulae or plans for future development except as may be necessary in connection with filings with governmental agencies as required under the applicable laws. Provided, however, that you shall not make any disclosures before providing the Company with a reasonable opportunity to seek a protective order. Notwithstanding the foregoing, confidential information of the company, or its group companies, if any shall not include:

- a) Information that was already known to you at the time of the receipt
- b) Information that is or becomes freely and generally available to the public through no wrongful act of yours

Sapphire Foods India Limited
(formerly known as Sapphire Foods India Private Limited)
CIN: L55204MH2009PLC197005



+91 022 67522300
info@sapphirefoods.in
www.sapphirefoods.in
702, Prism Tower, A-Wing, Mindspace, Link Road, Goregaon (W), Mumbai- 400062



c) Information that is rightly received by you from a third party legally entitled to disclose such information free from confidentiality restrictions, or Information disclosed in connection with legal action initiated by a party to enforce its rights provided that adequate safeguards are maintained.

Retirement: You will automatically retire from service on attaining the age of 60 (Sixty) years.

Termination of Services:

(i) Your services are liable to be terminated at any time by giving notice(as per company policy) or **Base salary** in lieu thereof by either side.

(ii) If any information/ representation made by you in your application form is found to be untrue or false or if any facts come to our notice, which have either been concealed or suppressed by you, the Company reserves its right to dispense with your services without giving any notice or compensation in lieu thereof. Company may further reserve the right to terminate your employment on ground of policy violation and proven misconduct.

(iii) Your appointment and continuation of employment in the Company will be subject to your remaining medically fit, as certified by the Company assigned medical practitioner.

(iv) In the event of your dishonesty, disloyalty, insubordination or other misconduct or breach of any rules or regulations made by the company, without notice or any payment in lieu of notice.

(v) Without notice or payment in lieu of notice, in the event that any of the information provided by you to the company regarding your background and/or previous employment is false, inaccurate or incomplete; and your services may be terminated upon applicable notice period(as per policy) in writing.

(vi) If you decide to terminate your employment without giving such notice, you will be liable to pay the Company, equivalent to base salary of notice period subject to satisfactory handing over of the charges to your superior.

Dispute Resolution and Jurisdiction: Any dispute arising out of or in connection with this Employment Letter and any related matters shall be governed by law of India and you hereby submit to the non-exclusive jurisdiction of the Courts of Mumbai for any dispute or matter arising out of or relating to this Employment Letter and your service with the Company.

Tax Liability: You shall be solely responsible to pay all taxes and other imposts as may be levied or assessed by any Component Authority or any sums paid and / or other benefits provided to you by the Company. Any payment of salary or bonus to you or any other sum due to you from the Company shall be subject to any and all withholding and other taxes livable or payable and the Company shall in such case be entitled to deduct or retain the amount of such tax from any sum payable to you.

Please indicate your acceptance of the above terms and conditions by signing and returning duplicate of this letter.

Sapphire Foods India Limited
(formerly known as Sapphire Foods India Private Limited)
CIN: L55204MH2009PLC197005



+91 022 67522300
info@sapphirefoods.in
www.sapphirefoods.in
702, Prism Tower, A-Wing, Mindspace, Link
Road, Goregaon (W), Mumbai- 400062



Components	Annual (Rs)	Monthly (Rs)
Basic Salary	39	39
Dearness Allowance	12	12
House Rent Allowance	3	3
Field Allowance	6	6
Gross Salary	60	12,480
Employer ESIC	2	416
PF - Employers Contribution	6	1,248
Gratuity	2	416
Total Cost To Company	69	69

The above breakup will change basis number of calendar days in a month (viz.31/29/28).

Your monthly rate of salary will be as per Annexure. However, if you work for less than the prescribed normal working period due to inability on your part, your salary will be calculated on the basis of actual period of work at the above rate.

The below documents are compulsory and must be carried on the 1st day in CNO.

Original Adhaar card

Two Xerox copy of Adhaar card

Copy of your Offer Letter

The below documents must be carried on 2nd day to the Store.

1. Resume
2. Qualification: 10th / 12th / Graduation
3. Pan Card copy
4. Driving License for Riders
5. Address proof
6. Passport size photo: 03

Note: The prospective employee should submit all the above documents on the day of joining along with the original certificates. You also need to carry a photocopy of the same. The originals will be returned on the same day after verification.

The payment mode for salary is **Bank Transfer** only.

For

Sapphire Foods India Limited,



Sandipa

Sapphire Foods India Limited
(formerly known as Sapphire Foods India Private Limited)
CIN: L55204MH2009PLC197005

+91 022 67522300
info@sapphirefoods.in
www.sapphirefoods.in
702, Prism Tower, A-Wing, Mindspace, Link
Road, Goregaon (W), Mumbai- 400062

Sandipa

SapphireFoods



I accept

Shankar Chemate



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(formerly known as Sapphire Foods India Private Limited)
CIN: L55204MH2009PLC197005

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**INSTITUTE OF
HOTEL MANAGEMENT AND CATERING TECHNOLOGY, AHMEDNAGAR**
(NAAC Accredited with 'B' Grade)

Lal Taki Road, Ahmednagar - 414 001. Ph. / Fax (0241) 2326778

Approved by Govt. of Maharashtra, DHE & Affiliated to S. P. Pune University
INST. CODE NO. C001863

Ref. No. :

Date : / / 20

LIST OF FUNCTIONAL MOU'S SIGNED BY THE INSTITUTE

ACADEMIC YEAR 2023 – 24

No.	Organization with MoU signed	Date of MOU Signed	Valid For	Activity Conducted
1.	Gajraj Dry Cleaners Ahmednagar	14/07/2023	1 year	Laundry Visit for 2 nd year students on 09/10/2023
2.	Career 4 You, Navi Mumbai	21/09/2023	1 year	Seminar on Overseas Opportunities on 21/10/2023
3.	Shubh Flowers and Events Ahmednagar	21/10/2023	1 year	Flower Arrangement Workshop on 30/10/2023


I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

Ahmednagar Jilha Maratha Vidya Prasarak Samiti's
INSTITUTE OF
HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR
Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778

Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to S.P. Pune University

FACULTY DEVELOPMENT PROGRAMS ATTENDED BY FACULTY
ACADEMIC YEAR – 2023 – 2024

No.	Name of Faculty	Details of Program Attended / Participated	Date and Duration
1.	Prof. Gokul Sonawane	NEP 2020 Orientation and Sensitization Programme organized by UGC – MMTTC, Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajnagar (Online Mode)	20/05/2024 to 29/05/2024
2.	Prof. Gokul Sonawane	FDP on 'Effective Research' organized by IQAC, Matoshri College of Management and Research Centre, Eklahare, Nashik (Online Mode)	09//05/2024 to 10/05/2024
3.	Prof. Rachana Khatavkar		
4.	Prof. Sagar P. Malwade		
5.	Prof. Yogita S. Sadre	Orientation program on 'Examination Processes, Automation and Reforms' organized by the Board of Examinations and Evaluation, Savitribai Phule Pune University, Pune	10/10/2023
6.	Prof. Balasaheb R. Shendage		
7.	Prof. Gokul Sonawane	Faculty Development Programme on 'Integrating Skills in Curriculum' organized by Maharashtra State Faculty Development Academy, Pune and Punyashlok Ahilyadevi Holkar Solapur University, Solapur	30/01/2024 to 03/02/2024


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