MANIFESTO

I, Sawan Soni, if elected as Maintenance Secretary of Hostel 7 propose to do the following

Key Initiatives
• New stand and plug for toaster and sandwich griller in the mess
• Staircase nosing at each wing and common room stairs to prevent slipping

Follow ups
• Ensure the 24*7 availability of first aid kit at the security office issued against identity card
• Make sure that all AMC are renewed at proper time
• Make sure dog gates in the wings are repaired and painted to increase durability
• Will ensure rubber mat for last block gets placed
• Will ensure that there is proper waterproofing in rooms and canteen
• Ensure that lights are installed in D-garden, basketball courts and mess
• Ensure that mosquito nets get installed in the rooms of hostel inmates and mess workers
• Ensure that gates and wooden flooring for T.T. table gets repaired in the lounge
• Will ensure that lights at the hostel entrance gets repaired
• Make sure that exhaust fans and water jets holders in the washrooms are repaired

General Duties
• Ensure that all the wing corridors, washrooms are cleaned according to scope of work
• Will ensure that the common rooms are well maintained and are cleaned daily
• Ensure regular spray of mosquito repellent and fogging to control the mosquito problem
• Will improve the aesthetics of the lounge
• Ensure weekly room cleaning and vacuum cleaning of room once per month
• Will ensure that proper maintenance of water coolers, washing machines and dryers
• Updating of ROI and BOB boards with awardees and group photograph of council members
• Ensure that our hostel gardens are maintained properly
• Make sure that maintenance complaints are attended regularly and promptly
• Will spread awareness regarding Complaint Management System (CMS)

As a Maintenance Secretary
• Will coordinate with my co-secretaries and hostel council to make our hostel a better place
• I will wholeheartedly contribute and coordinate in valedictory function, PAF and 7up
• Will participate in cult and sports GC to increase hostel participation

Credentials
Organiser at Mood Indigo
Organiser at Ecell

Proposed by: Nikunj Malpani
Seconded by: Jainam Shah