

MANIFESTO

I, **Spandan Patil (180010055)**, am contesting for the post of **System Administrator of Hostel 9** to continue the work of our current council and give my best for the hostel. If elected, I will be managing this position with full commitment and enthusiasm. I propose to do the following:

Key Initiatives and Follow Ups

- Creating a new **FAQ** and **alumni blog** section and enabling SSO based login on the website.
- Creating a portal for issuing Tech Equipments and Books from the library.
- Propose to install **foot operated sanitizers** outside the study room.
- Usage of more online platforms for announcements and increasing our social media reach. Creation of **Telegram channel and a group** for sending announcements. Sending automated announcements and other information as messages on **Whatsapp**.
- Assisting General Secretary in his follow-up of 24/7 **LDAP Based printing** at study room.

General Duties

- Announcement of **LAN vendor visits** a week before on multiple platforms so that every hostel inmate will know about it. I will closely monitor the vendor visit and all the LAN issues till they get resolved.
- Proper Maintenance of **study room** ensuring proper working of AC, lighting etc.
- I will always be in contact with CC and MLC members so that we can get all the necessary updates and announcements on time and will inform it to all hostel inmates through multiple online platforms.
- I will ensure that all the **Wifi Routers** in hostel premises are working properly and the firmware of all the routers is up-to-date to avoid network downtime.
- I will ensure that all the necessary information and announcements along with the weekly **mess menu** and updated list of **tech and sport equipment** will be updated on the **Hostel 9 Gymkhana website**.
- Management of the inmates of hostel 9 in **mailing lists of hostel 9** so that no one misses the hostel's important mails. (To be done at the starting of academic year)
- Will ensure that the biometric system is updated with fingerprints of new students in the study room, gym and pool room.
- Will arrange meetings with secretaries for smooth functioning of administration work.

Duties as a Council member

- Active Participation in all the council meetings. I will give my best into council discussions as a contribution in solving issues.
- Participation in Institute activities as a representative of our hostel in events like GC.
- Contribution in the management of hostel events like Tea Party, Gala Dinner, Nautanki, etc.

Credentials

- Hospitality & Public Relations Coordinator, Mood Indigo (2019-20)
- Media & Public Relations Coordinator, Abhyuday (2019-2020)