



Ref: BUFT/Reg./07.12/24.188

Office Memo

To : All Concerned Member

From : Registrar's Office.

Date : 15 August 2024

Subject: Reformation of Cafeteria Monitoring Committee.

This is for information of all concerned that the Cafeteria Monitoring Committee of BUFT has been reformed with the following members:

Cafeteria Monitoring Committee

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| 1. Dr. Sirajul Karim Choudhury, Professor, Dean, FES | - Convener |
| 2. Mr. Md. Majibur Rahman, Director P&D | Member |
| 3. Mr. Mohammed Masum Billah, Associate Professor, Dept. of Business | Member |
| 4. Dr. Nazia Muhsin, Asst. Professor & Head, Dept. of IE | Member |
| 5. Mr. Md. Amirul Islam, DD (F &A) | Member |
| 6. Mr. Md. Manjurul Hauque, Sr. Administrative officer | Member |
| 7. Mr. Md. Rafi Rayhan, Sr. Admin Officer, Registrar's Office | Member |

2. The DSW office in consultation with the students will propose the name of the three students' representative comprising from three faculties as the observers of the committee.

3. The committee members will visit and monitor the activities of the BUFT cafeteria, ensure the food quality and suggest the reasonable price of the food. The committee will also ensure the environment and cleanness of the cafeteria.

By the order of the Authority

15/8/2024

Registrar

BUFT

Copy to:

1. PS to the Chairman, Trustee Board.
2. PS to VC.
3. PA to Pro-VC.
4. Treasurer
5. All Deans.
6. All Heads of the Departments/Offices.
7. Proctor
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