



# KASHI INSTITUTE OF TECHNOLOGY

(NAAC- A grade accredited institution), ISO 9001 : 2015 (QUALITY MANAGEMENT SYSTEM)

Managed by: JAIN EDUCATION SOCIETY

E-mail : info@kashiit.ac.in, Website : www.kashiit.ac.in 1800-123-321-123



Ref. No. Kashi IT/ Office Order /2023-24/ 08

Date: - 09<sup>th</sup> August, 2023

## OFFICE ORDER

### OBC COMMITTEE

Following faculty members are assigned the responsibility as shown against their names. They are advised to take over the responsibility with immediate effect for session 2023-24.

Sr.No.	Name	Department	Responsibility
1	Mr. Deepak Vishwakarma	Applied Science	Chairperson
2	Ms. Shalini Kumari	EC	Member
3	Mr. Aharnish Maurya	BIO-Tech	Member
4	Mr. Sujeet Kumar Sahani	MCA	Member
5	Mr. Virendra Pratap Yadav	EC/EN	Member



#### Copy to:-

1. Vice-Chairman
2. Deputy Director
3. Dean Academic
4. Registrar
5. All HODs
6. Administrative Officer
7. Transport In-charge
8. Admission Cell In-charge
9. Hostel Warden (Boy's & Girl's)
10. Account Officer
11. Security Officer
12. All Notice Boards

Address: 23 km Milestone, Varanasi-Prayagraj Road, Mirzamurad, Varanasi- 221307 (U.P.)



# KASHI INSTITUTE OF TECHNOLOGY

(NAAC- A grade accredited institution), ISO 9001 : 2015 (QUALITY MANAGEMENT SYSTEM)

Managed by: JAIN EDUCATION SOCIETY

E-mail : info@kashiit.ac.in, Website : www.kashiit.ac.in ☎ 1800-123-321-123



Date:-04/09/2023

## Minutes of meeting

Sr. No.	Discussions	Action Taken
1	Discussion about scholarship sources and forms	Displayed a sample scholarship form on notice board.
2	Discussion about the admission related query.	Resolved the query regarding admission.
3	Discussion about to organize a programme for personality development.	Taken an action programme for personality development.
4	Discussion about to filling the anti ragging forms and its importance.	Resolved the query about anti ragging form filling problem.

**Chairperson**



Address: 23 km Milestone, Varanasi-Prayagraj Road, Mirzamurad, Varanasi- 221307 (U.P.)



# KASHI INSTITUTE OF TECHNOLOGY

(NAAC- A grade accredited institution), ISO 9001 : 2015 (QUALITY MANAGEMENT SYSTEM)

Managed by: JAIN EDUCATION SOCIETY

E-mail : [info@kashiit.ac.in](mailto:info@kashiit.ac.in), Website : [www.kashiit.ac.in](http://www.kashiit.ac.in) ☎ 1800-123-321-123



Date: - 05/12/2023

## Minutes of meeting summary:

Sr. No.	Discussions	Action Taken
1	The review of last term meetings was taken	Resolve query related last meeting.
2	Discussion about the rejection of scholarship forms	The students whose scholarship forms were rejected and conveyed to fill meritorious scholarship forms.
3	Discussion about government and university plans.	Information was given to student about government and university plans.
4	Discussion about examination form related query	Resolution of query regarding Examination form.

Chairperson

Address: 23 km Milestone, Varanasi-Prayagraj Road, Mirzamurad, Varanasi- 221 307 (U.P.)



# KASHI INSTITUTE OF TECHNOLOGY

(NAAC- A grade accredited institution), ISO 9001 : 2015 (QUALITY MANAGEMENT SYSTEM)

Managed by: JAIN EDUCATION SOCIETY

E-mail : [info@kashit.ac.in](mailto:info@kashit.ac.in), Website : [www.kashit.ac.in](http://www.kashit.ac.in) ☎ 1800-123-321-123



Date: - 11/03/2024

## Minutes of meeting summary:

Sr. No.	Discussions	Action Taken
1	The review of last term meetings was taken	Resolve query related last meeting.
2	Discussion about query related to category of OBC student	Resolutions of query regarding 'yadav, Prajapati And Patel' students
3	Discussion to conduct a counseling Session for OBC Students.	Counselor mam conducted a counseling sessions for Students
4	Discussions were held regarding the distribution of books provided by funding organizations.	Resolution of query regarding book distribution.

  
Chairperson

Address: 23 km Milestone, Varanasi-Prayagraj Road, Mirzamurad, Varanasi- 221 307 (U.P.)



# KASHI INSTITUTE OF TECHNOLOGY

(NAAC- A grade accredited institution), ISO 9001 : 2015 (QUALITY MANAGEMENT SYSTEM)

Managed by: JAIN EDUCATION SOCIETY

E-mail : [info@kashiit.ac.in](mailto:info@kashiit.ac.in), Website : [www.kashiit.ac.in](http://www.kashiit.ac.in) 1800-123-321-123



Date: - 15/05/2024

## Minutes of meeting summary:

Sr. No.	Discussions	Action Taken
1	The review of last term meetings was taken	Resolve query related last meeting.
2	Discussions were held regarding the distribution of books provided by funding organizations.	Resolution of query regarding book distribution.
3	The cell decided to Monitor the student's participation in different clubs organized by the college.	Information was given the student to join the different Clubs.
4	Discussion about to carrier guidance to OBC students	The students were personally guided and also conveyed to nominate their names in University Reservation Cell for getting job opportunities.

  
Chairperson

Address: 23 km Milestone, Varanasi-Prayagraj Road, Mirzamurad, Varanasi- 221 307 (U.P.)