

# **J.D. BIRLA INSTITUTE**

A UNIT OF VIDYA MANDIR SOCIETY

(Affiliated to Jadavpur University)

**Departments of Science, Commerce & Management**

## **RULES & REGULATIONS: FOOD & NUTRITION LABORATORY**

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Entry to the lab is restricted in the absence of a teacher.

1. Students must sit only in their assigned work counters.
2. Students must not keep their bags only on the racks provided.
3. Students must carefully handle all equipments/utensils/crockery provided by the college and return the same to the teacher concerned after proper cleaning, at the end of the class.
4. Students must keep all equipments in correct place.
5. Students cannot carry common ingredients/equipments to their individual counters/workplace.
6. Students must switch off ovens right after its use.
7. Students must carry a knife, measuring cup & spoons, cutlery as required; sharing of equipments will not be allowed.
8. Students must carry a personal duster for cleaning the work surface; they must keep the lab clean and should not litter the place. They must ensure that their table tops, gas stoves, work areas and sink are clean before leaving lab.
9. Students must wear apron/lab coat at all times, tie hair into a neat bun that is covered with a cap or scarf and have clipped hand nails. Cotton attires and comfortable shoes are recommended.
10. Students must not throw raw or cooked food inside dustbin or the sink.
11. Food and /or beverages are strictly prohibited inside the computer laboratory.
12. Use of mobile phones is strictly forbidden inside the computer laboratory.
13. Students cannot carry any plastic packets inside the lab as it is a plastic free zone.
14. Students must ensure that all lights and fans are switched off after the class.
15. Students must take care of all belongings; the college cannot be held responsible for the loss of the same.

**Note:** Students found evading the above orders would be fined and / or an action would be taken against them.