



Ref. No.: KRMU/Admin./O.O./2023-24/ 2389

Date: 07.09.2023

OFFICE ORDER

Subject: Implementation of Faculty and Staff Food and Nutrition Policy, K.R. Mangalam University.

In order to promote the health, well-being and nutritional welfare of teaching and non-teaching employees, the Competent Authority is pleased to approve the implementation of the Faculty and Staff Food and Nutrition Policy at K.R. Mangalam University.

The Policy aims to encourage healthy and balanced dietary practices, promote awareness regarding nutrition, and facilitate a supportive and hygienic food environment for all faculty and staff members.

Faculty and Staff Food and Nutrition Policy as approved in the 55th Board of Management meeting held on 31.08.2023 is notified for information and implementation with immediate effect.

All concerned Schools, Departments and Administrative Units, including the Human Resource Department and Campus Food Services, are hereby directed to ensure effective implementation of the Policy.

The detailed Policy is enclosed herewith for information and necessary compliance.


Registrar
K.R. Mangalam University
Sector Road, Gurugram (Haryana)

Encl.: Faculty and Staff Food and Nutrition Policy

Copy to:

1. Vice Chancellor – for kind information
2. Dean-Academic Affairs
3. Dean-Research
4. Director – IQAC
5. All Deans / Directors / Heads of Departments
6. All faculty and Staff Members
7. Human Resource Department
8. Administrative Officer / Campus Food Services
9. All Faculty and Staff Members
10. Office Record



K.R. MANGALAM UNIVERSITY

FACULTY AND STAFF FOOD AND NUTRITION POLICY

K.R. Mangalam University



K.R. MANGALAM UNIVERSITY

Sohna Road, Gurugram (Haryana)-122103

Email: registrar@krmangalam.edu.in, Website: krmangalam.edu.in



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1. Introduction

K.R. Mangalam University recognises that access to safe, nutritious and hygienically prepared food supports the health, well-being and productivity of its faculty and staff. Balanced dietary practices contribute to physical health, mental well-being and a supportive working environment. Consistent with SDG 2 and SDG 3, the University seeks to facilitate equitable access to appropriate food services for employees residing on campus and those commuting from outside.

2. Purpose

This policy establishes an institutional framework to promote the availability of safe, hygienic, nutritious and affordable food options, encourage healthy eating, maintain food safety standards, and support responsible and sustainable consumption on campus.

3. Scope and Applicability

- All teaching faculty, administrative personnel and other staff of the University.
- Faculty and staff residing in University residential facilities, wherever provided.
- Faculty and staff commuting from outside campus and using campus food services.
- Campus cafeterias, canteens, staff dining areas, kiosks, catering services and authorised food vendors.
- Food and refreshments provided for official meetings, workshops, conferences and University programmes.

4. Objectives

- Facilitate access to safe, hygienic and nutritious food for faculty and staff.
- Encourage balanced diets and healthy food choices.
- Support equitable access for residential and non-residential employees.
- Maintain appropriate food quality, safety and hygiene standards.
- Reduce avoidable food waste and promote responsible consumption.
- Encourage environmentally responsible food service practices.



5. Policy Statement

K.R. Mangalam University is committed to promoting access to safe, hygienic, nutritious and reasonably priced food through campus dining facilities and authorised providers. Food services shall be managed with due regard to dietary diversity, cleanliness, regulatory requirements, responsible consumption and environmental sustainability, subject to operational feasibility and applicable University rules.

6. Food Provisions for Residential Faculty and Staff

Where campus residential facilities and associated meal services are available, the University shall endeavour to:

- Facilitate access to hygienically prepared meals through approved dining facilities or authorised vendors.
- Offer balanced meal choices, including vegetarian options and other feasible dietary choices.
- Maintain cleanliness of preparation, storage, serving and dining areas.
- Arrange periodic inspection of kitchen sanitation, food handling and storage.
- Encourage nutritious meal options that support employee well-being.

7. Food Facilities for Non-Residential Faculty and Staff

For faculty and staff commuting to campus, the University shall endeavour to:

- Provide access to operational cafeterias, canteens or approved food kiosks during relevant working hours.
- Encourage nutritious and affordable meals and snacks.
- Arrange hygienic food and refreshments for official events and institutional programmes.
- Ensure access to safe drinking water and clean dining spaces.



8. Food Safety and Hygiene Standards

All campus food service providers shall follow applicable food safety and hygiene requirements, including relevant Food Safety and Standards Authority of India (FSSAI) provisions. The University shall promote:

- Appropriate licensing or registration of food business operators, as applicable.
- Regular cleaning and sanitation of kitchens, dining areas and food storage spaces.
- Periodic hygiene checks and documented corrective actions.
- Safe sourcing, storage, handling, preparation and serving to minimise contamination.
- Appropriate waste disposal and pest-control measures.

9. Promotion of Healthy Eating Practices

- Encourage balanced meals and availability of fresh, hygienically prepared food.
- Conduct or facilitate awareness sessions on nutrition, healthy eating and lifestyle practices.
- Share educational messages on healthy food choices through appropriate University channels.

10. Sustainable Food Practices

- Discourage avoidable food waste through responsible portioning and consumption.
- Encourage waste segregation and appropriate management of food waste.
- Prefer environmentally responsible packaging and serving materials where feasible.
- Encourage sustainable sourcing and procurement practices, consistent with applicable University procedures.

11. Implementation Framework

Area	Key actions	Proposed responsible unit
Food service management	Facilitate hygienic, nutritious food services	Administration / Facility Management
Food safety compliance	Coordinate inspections, vendor checks and	Campus Administration



	corrective action	
Staff food facilities	Coordinate access to dining and cafeteria services	Facility Management
Nutrition awareness	Facilitate awareness programmes	Human Resources / concerned wellness unit
Sustainable practices	Promote food-waste reduction and responsible consumption	Concerned sustainability / green campus committee

The above functional assignments are proposed and may be aligned with the University's formally designated departments or committees upon approval.

12. Roles and Responsibilities

University Administration

- Oversee implementation of the approved policy.
- Review food service arrangements and vendor compliance.

Facility Management / Campus Administration

- Supervise dining facilities and hygiene checks.
- Coordinate with authorised vendors and address reported service concerns.

Human Resources / Concerned Wellness Unit

- Facilitate employee feedback and appropriate nutrition awareness activities.

Concerned Sustainability / Green Campus Committee

- Encourage sustainable consumption and food-waste reduction initiatives.

Food Vendors and Service Providers

- Maintain food quality, hygiene and safety and comply with applicable regulations.
- Cooperate with inspections and implement required corrective actions.



13. Monitoring and Evaluation Indicators

Indicator	Suggested measurement / evidence
Availability of staff food facilities	Number and operational status of campus food outlets
Food hygiene compliance	Inspection checklists, records and corrective actions
Staff access and satisfaction	Faculty and staff feedback and grievance records
Food-waste reduction	Waste-management records and documented initiatives
Nutrition awareness	Number of awareness programmes and participation records

The University may review these indicators periodically through the responsible administrative units.

14. Linkage with Other University Policies

This policy should be read in conjunction with applicable University provisions on campus sustainability, waste management, procurement, employee health and well-being, and food-service/vendor management, to the extent such policies are formally adopted and in force.

15. Alignment with Sustainable Development Goals (SDGs)

SDG	Policy relevance
SDG 2 – Zero Hunger	Promotes access to safe, nutritious and affordable food within the University community.
SDG 3 – Good Health and Well-Being	Encourages healthy dietary practices, food hygiene and staff well-being.



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16. Effective Date and Review

This policy shall come into force only upon approval by the Competent Authority of K.R. Mangalam University and from the effective date specified in the official notification. It shall be reviewed periodically, or earlier if required by changes in applicable laws, institutional requirements or operational circumstances.


Registrar

K.R. Mangalam University, Gurugram