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15/12/2022

To
The Principal
City College, Kolkata - 9

Sub: Survey of all washrooms in the college conducted on 14.12.2022 and related reporting

Sir,

This is to inform you that after a detailed inspection of all the washrooms of the college, the following areas have been specified for immediate attention:

A. Common room ladies toilet (L.T - 1, 1st Floor) -

1. Wash basin needs to be cleaned
2. Hand wash dispenser installation and proper refilling is required.
3. One trash bin with cover, two buckets and mugs are required.
4. Window needs to be repaired.

B. ladies toilet - 2 (2nd floor)

1. Hand wash dispenser installation and proper refilling is required.
2. One trash bin with cover, bucket and mug are required.
3. Window repairing is required

C. ladies toilet - 3 (3rd floor)

1. Hand wash dispenser installation and proper refilling is required.
2. One trash bin with cover, bucket and mug are required.
3. Window repairing is required

D. ladies toilet - 4 (ground floor)

1. Hand wash dispenser installation and proper refilling is required.
2. One trash bin with cover, bucket and mug are required.

E. Teachers' Room - Ladies washroom and 3rd Floor Teachers' washroom (in front of Chemistry Dept.)

1. Hand wash dispenser installation and proper refilling is required.
2. One trash bin with cover, bucket and mug are required.
3. Installation of Exhaust fan.

4. Drain covers are required.

F. Gents Toilet - 1 (staff room)

1. toilet pipe leakage, toilet hand shower problem
2. Hand wash dispenser installation and proper refilling is required.
3. One trash bin with cover, bucket and mug are required.

G. Gents Toilet - 2 (1st floor corridor)

1. broken toilet flush
2. No door-lock
3. One trash bin with cover, bucket and mug are required.

H. Gents Toilet – 3

1. broken toilet flush
2. No door-lock
3. toilet pipe leakage

I. Gents Toilet – 4 (3rd floor Teachers' toilet)

1. pipe related problem
2. Exhaust fan required
3. Very bad smell comes out most of the time. Naphthalene balls need to be used.

J. Gents Toilet – 5 (ground floor)

1. Toilet hand shower and pipe related problems
2. Wash basin

N.B: A vending machine has been installed for dispensing sanitary products but it is not functional at this moment. It needs to be checked and maintained properly.

All the toilets need to be cleaned at least twice a day. Proper use of Phenyl, Dettol, Lizol, Naphthalen is highly recommended.

Exhaust fans need to be installed in all the staff toilets.

All the washrooms need to be labelled (Ladies, Gents and Staff toilet) properly.

Inspection done by –

Teachers - Prof. Mitali Roy, Prof. Pampa Guha, Prof. Saiful Anam Mir, Prof. Soumendra Laha

Student representatives - Shuvankar Dey, Suman Dey, Rohit Guha, Deep Das, Megha Chakraborty,
Ishita Mondal

I would like to request you to look into this matter as an urgent need and do the needful.

Thanking you in anticipation.

Yours Sincerely

Mitali Roy
Prof. Mitali Roy

Jt. Convenors
Social Service Cell
City College
Kolkata

Pampa Guha
Prof. Pampa Guha

Date: 15.12.2022.

Copy to G.B. -

To

The Principal,
City College, Kolkata - 9

[Sub: Survey of all Washrooms in
the College conducted on 14.12.2022
and related reporting]

Sir,

This is to inform you that
after a detailed inspection of
all the washrooms of the College,
the following areas have been
~~found~~ specified for immediate
attention:

Inspection done by:

- 1) Dr. Paampa Guha (Dept. of Chemistry)
 - 2) Prof. Nitale Roy (Dept. of English)
 - 3) Dr. Saiful Aram Mir (Dept. of Zoology)
 - 4) Prof. Sanmendra Kaha (Dept. of
Commerce)
 - 5) Shuvankar Dey
 - 6) Sumanta Suman Dey
 - 7) Rohit Guha
 - 8) Deep Das
 - 9) Meha Chakraborty
 - 10) Ishita Mondal
- } Student
Volunteers

Common room (Ladies Toilet) - 1 (1st Floor)

1. x Wash Basin
2. x Hand wash
3. x Basket
4. x Bucket and Mug
5. x room repairing
6. x Sanitary Products vending Machⁿ

L.T - 2 (2nd Floor)

1. x Hand wash
2. x Bucket
3. x window repair

L.T - 3 (3rd Floor)

1. x Hand wash
2. x Bucket and Mug
3. x window and door repair
- ~~4.~~ 4. x Basket

L.T - 4 (ground Floor)

1. x Bucket and Mug
2. x Basket
3. x Hand wash

Teachers' Room - Ladies' Washroom

Handwash Dispenser (Regular Refilling)

Bucket + Mug

Waste bin - Changing + Regular cleaning

4 Drain Covers

3rd Floor - Staff Washroom

1. Bucket + Mug

2. Handwash Dispenser (Regular Refilling)