

SAO CHANG COLLEGE
REFRESHMENT COMMITTEE

ACTION PLAN 2024-MAY 2025

	ACTION PLAN	ACTION TAKEN
1.	To procure the needed kitchen items	Procure seven sets of cup and one pressure cooker
2.	To erect proper kitchen shelves and modular kitchen gas cylinder storage	Erected modular kitchen cabinet shelve and shelve for gas cylinder storage

Refreshment coordinator
Hotoni Yeptho

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1. The refreshment committee had a sitting on 12TH August 2024 and discuss on the need for additional tea cups and pressure cooker. And after meeting went and discuss with the principal to which the principal consent to buy the same.

2. Gas cylinder storage and shelve and modular kitchen cabinet was erected in the kitchen in the month of November 2024.

