

BOSPHORUS UNIVERSITY
CANTEEN AND CAFETERIAS SUPERVISION COMMITTEE WORKING
DIRECTIVE

PART 1
Purpose and Definitions

Article 1: The purpose of this directive is to determine the formation and working method of the Boğaziçi University Canteen and Cafeteria Supervision Commission.

Article 2: In this directive:

- i. University Boğaziçi University,
- ii. Commission Boğaziçi University Canteen and Cafeteria Inspection Commission,
- iii. Rector: Refers to the Rector of Boğaziçi University.

CHAPTER 2
Purpose, Formation and Structure of the
Commission

Article 3: Purpose of the Commission;

- i. To inspect whether there is a hygienic, clean and healthy working environment in canteens and cafeterias on all campuses of the university and to take initiative to make the necessary arrangements,
- ii. To inspect the places mentioned in the prices, to evaluate whether they meet the desired criteria and to take decisions, to set prices when necessary, and to determine whether these prices are complied with in order for students, administrative and academic staff to benefit from products and services at prices and standards that are clean, high quality and in accordance with the conditions specified in the contracts,
- iii. To check whether the personnel (cooks, waiters, waitresses, maids, dishwashers) have regular porter examinations (stool culture once every six months, chest radiography for tuberculosis once a year) in terms of infectious disease carriage,
- iv. To make recommendations to the Leasing Commission in terms of brand value, architectural and decoration design and similar service delivery criteria for canteens and cafeterias to be newly commissioned,
- v. To report the findings to be obtained as a result of the audits to be carried out to the control organizations and inspection and acceptance commissions within the framework of the Public Procurement Law No. 4734 and related regulations, if relevant and deemed necessary,
- vi. If deemed necessary by the Commission, to cooperate with other commissions established within the framework of Law No. 4734 and related legislation,
- vii. To evaluate all kinds of thoughts, opinions and suggestions from academic, administrative staff and students,
- viii. To ensure that relevant information and announcements are announced to the University community.

Article 4: Establishment of the Commission

Commission Proposed by the Faculty / Institute / School selected by the University
Executive Board from among the names of faculty members and students

- i. 3 faculty members
- ii. 1 graduate student

- iii. With 1 undergraduate student
- iv. Secretary General or his deputy
- v. Head of SKS Department
- vi. SCT Representative
- vii. It consists of 9 members, including a Food Engineer / Dietitian.

While forming the Commission, the condition that at least one member must also be a member of the Leasing Commission is also taken into consideration. The selected and designated members shall be assigned as Commission members by the Rector and the assignment shall be notified to the members by official letter. The chairman of the Commission is elected among the members of the Commission and by the Commission.

Article 5:

- i. The term of office of the members is 3 years.
- ii. Members whose term expires may be reappointed.
- iii. The membership of the member who fails to attend the Commission meeting 2 times without a valid excuse shall be dropped.
- iv. Members may resign with one month's notice in writing. In case of a valid excuse, no time condition is required.
- v. The vacancy shall be filled within one month in accordance with the provisions of Article 4.

Article 6:

- i. The Commission convenes at least 2 times each academic semester. The date, time and agenda of the meeting are notified to the members in writing by the chairperson at least one week before the meeting.
- ii. In addition to the ordinary meetings, the Commission may be called to an extraordinary meeting by the Chairman for urgent business.
- iii. Meetings are held with the attendance of the members who constitute the absolute majority.
- iv. The quorum shall be one more than half of those present at the meeting. In case of equality of votes, the decision of the side where the Chairman of the Commission is present shall be deemed accepted.
- v. A member designated by the Chairperson of the Commission shall act as the scribe at the meetings. The minutes finalized at the next meeting shall be forwarded to the members of the Commission. The decisions taken shall be forwarded by the Chairperson of the Commission to the General Secretariat and other relevant parties as required.

CHAPTER 3
Evaluation and Decision

Article 7:

The Commission takes the opinion of the relevant units while evaluating the applications or the results of the audits. It submits the result of the evaluation in line with the criteria determined and announced to the General Secretariat.

CHAPTER 4
Enforcement and Execution

Article 8:

This directive enters into force upon the decision of the Boğaziçi University University Board of Directors and the approval of the Rector.

Article 9:

The provisions of the Directive shall be executed by the Rector of Boğaziçi University.