

Coffee Task Force report

Ivan Cambon Bouzas

On behalf of the Coffee Task Force (CTF)

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What is the CTF?

The Coffee Task Force (CTF[©])



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NEWCOMERS!!!!



**Abraham Gallas
(A1/12)**



"Ranchi"



**Iván Blanco
(A3/25)**



**María Durán
(A3/27)**



**Javier Dorta
(A2/04)**



**Víctor López
(A2/10)**



**Beatriz Errandonea
(A2/04)**



**Cristina López
(A2/11)**



**Iván Cambón
(A2/04)**

Which are our main tasks?

- **Daily maintenance of the coffee machine**
 - Cleaning
 - Refilling
 - Issue fixing
- **Purchasing coffee, milk powder, decaffeinated coffee and supplements (suggar, sacarine, etc)**
- **Keeping track on the accounting**
- **Getting feedback and improving the general experience of the IGFAE kitchen**



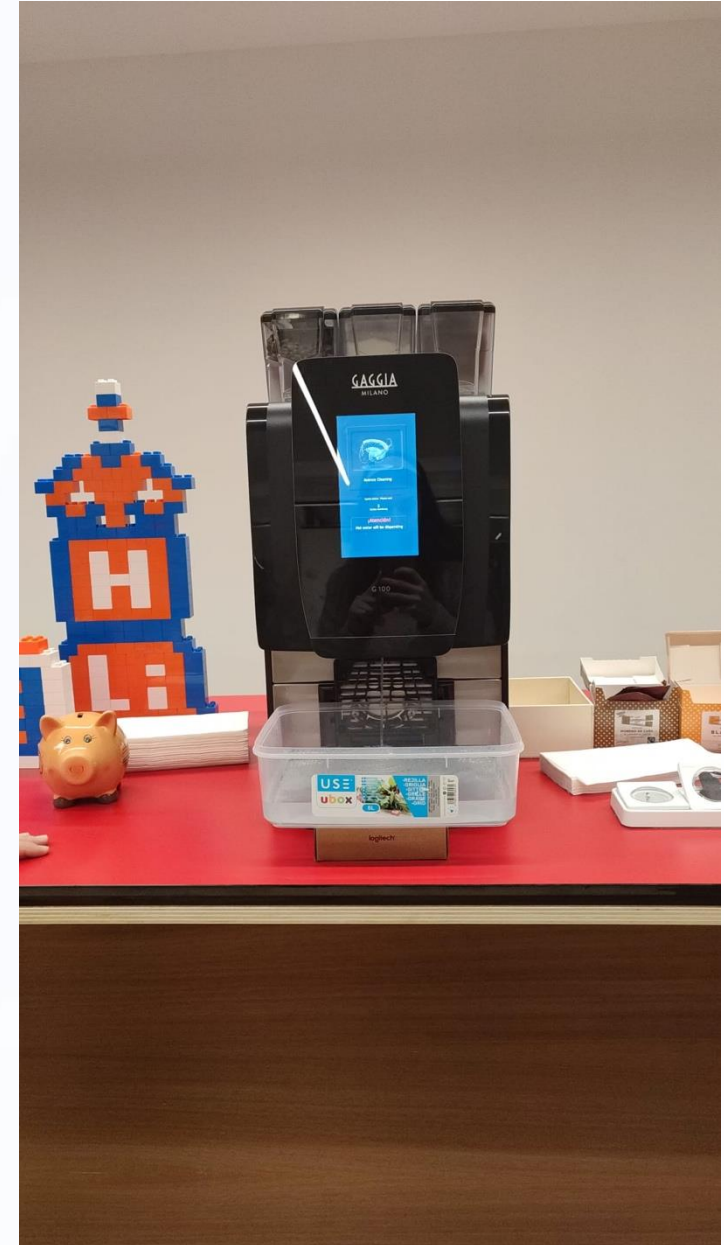
Why a CTF?

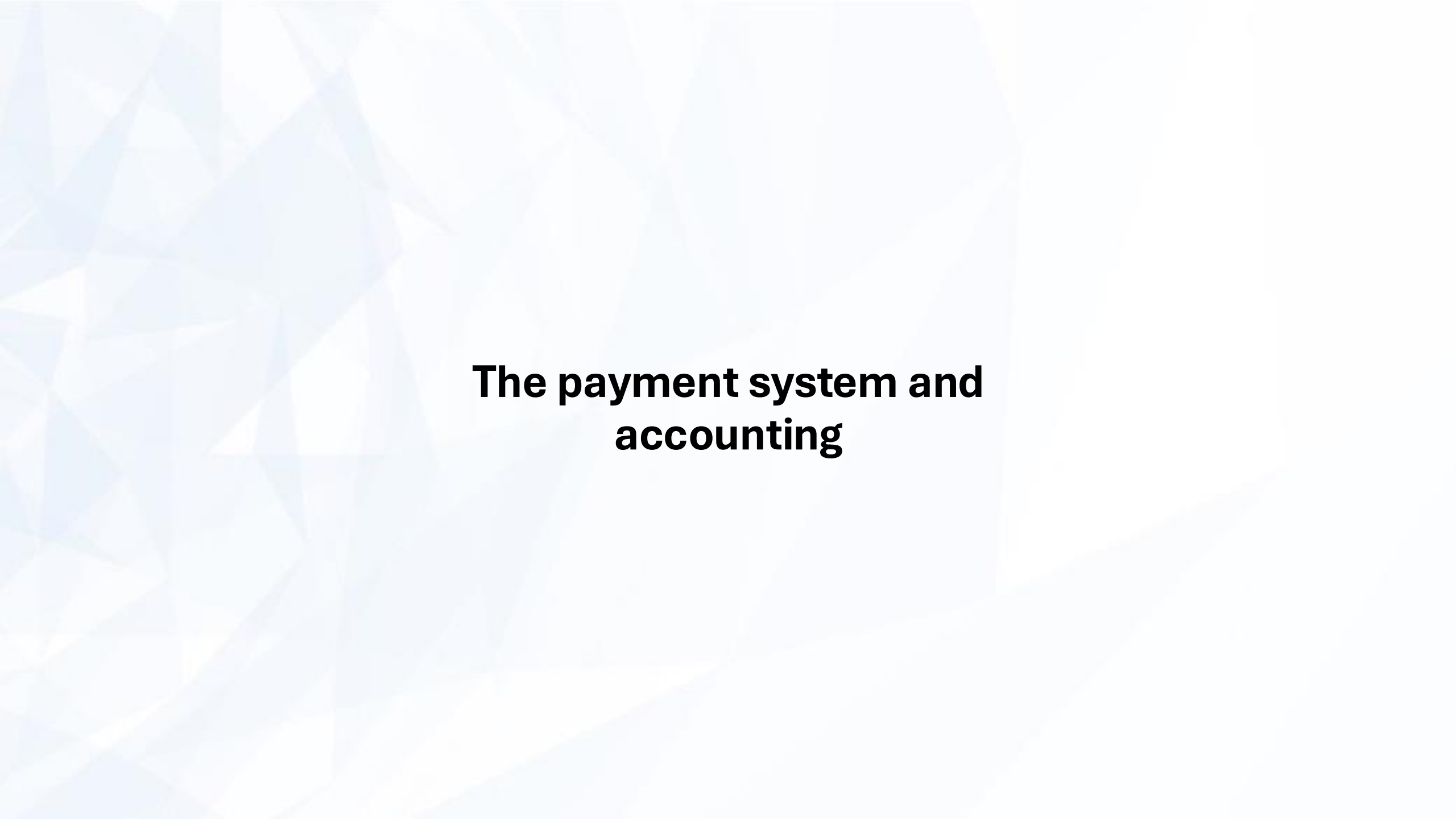
➤ **The coffee machine is quite complex**

- Daily cleaning to avoid reliability issues
- Not very long periods of operation
- Refilling only possible with a key
- Advanced settings of the software only possible by password

➤ **In light of this, it is preferable that a reduced group has knowledge about the machine to avoid problems**

- e.g losing the keys





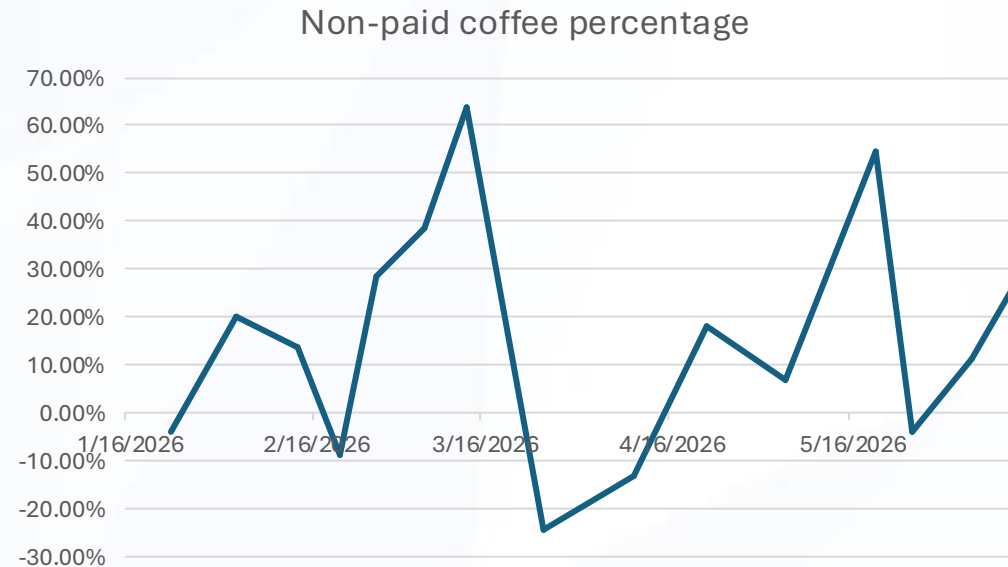
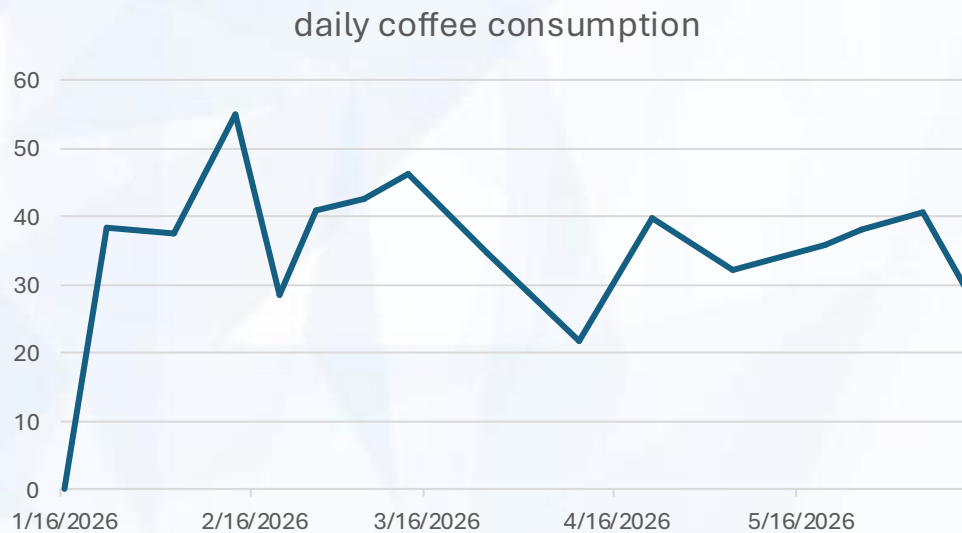
The payment system and accounting

Why is there a payment system?

- **DISCLAIMER!!!**: the CTF is a non-profit organisation (NGO). We only have one goal: having a stable coffee system at IGFAE
- Payment for the coffee is made for:
 - Self-maintenance
 - Having savings for supplies such as sugar, cocoa powder or even pastry
- Price (0.25€/coffee) was based on purchases during the first month.
- Nevertheless, this price can be re-estimated due to a change in the coffee brand or lack of payment

The situation with the lack of payment

- Probably you may notice the email warnings released about the non-payment of the coffee.
- From the CTF, week-by-week checks are made on how fed Ranchi is



- Almost all weeks there is debt
- The following coffee supplies are going to be fully paid with CTF money
- In case there is no money, **the coffee supply will stop**

Current status and prospects

- Apart from the non-payment situation, there are several tasks we want to tackle
 - Preparation of a general guideline of the coffee machine use to improve efficiency and cleanliness
(People has to be clean)
 - Get advance knowledge on the software to custom the coffees
 - Solve some problems regarding the sink
- In addition, we are considering a **recruitment process**
 - **Most of the CTF members are senior PhDs which end soon**
 - **New people will be required to continue the system**
 - **The CTF is open to all IGFAE staff, not only for PhD students**

Something to comment/suggest/discuss?