



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad - 500014

NO: SMEC/ARC/2014-15/03

Date: 03-07-2014

To
The Sub-Inspector of Police,
Police Station,
Kompally.

Sub: Invitation to attend the Anti-Ragging Awareness Program-Reg.

Sir,

I, the principal of the St. Martin's Engineering College, feel happy to inform you that we are going to conduct an Anti-Ragging Awareness Program at our college on 08-07-2014 to bring awareness about ragging and its consequences among students.

Hence, I request you to attend the meeting as the Chief-guest and motivate students to create a friendly environment at our college. We will be privileged with your presence.

Thanking you sir,

Yours faithfully,

Principal
St. Martin's Engineering College
Dhulapally, Quilasa Mandal,
Secunderabad-500 014



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad-500014

NO: SMEC/ARC/2014-15/04

Date: 03-07-2014

CIRCULAR

The Sub-Inspector of Kompally Police Station has responded to our invitation and expressed his acceptance through a phone call to attend as the chief guest for the Anti-Ragging awareness program that is going to be conducted on 08-07-2014.

*Confirmed
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De
Principal
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

Date: 04/07/2014

BUDGET PROPOSAL

To
The Principal,
St. Martin's Engineering College,
Dhulapally-Secunderabad- 500014.

Sub: Budget Proposal - Anti-Ragging awareness program on 08-07-2014

Respected Sir,

As we know that Anti-Ragging awareness program is sheduled on 08-07-2014,
Budget proposal for this program is estimated as under:

| S. No | Description | Amount in Rs. |
|-------|-----------------|---------------|
| 1 | Badges | 500 |
| 2 | Flowers/Garland | 500 |
| 3 | Banners | 1000 |
| 4 | Snacks/Tea | 2500 |
| Total | | 4500/- |

I request you to kindly sanction the amount at your earliest.

Printed
PRINCIPAL
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Guddurapur Mandal,
Secunderabad-500 014, A.P.

Yours faithfully,

[Handwritten Signature]

Dr.V.Kesava Reddy (Convener)

Anti-Ragging Committee



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad-500014

NO: SMEC/ARC/2014-15/05

Date: 07.07.2014

CIRCULAR

This is to inform all the II B .Tech students to attend to the Anti-Ragging awareness program to be held on 08 -07-2014 at Rabindranath Tagore auditorium. Kindly assemble at the auditorium by 03:00 P.M.

Principal

PRINCIPAL
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

POST EVENT REPORT

(should be submitted within two days)

Date: 10-07-2014

1. Name of the event : Anti-Ragging awareness program
2. Event Date: 08-07-2014
3. Brief description about the event:

The Anti Ragging meeting was conducted on 08-07-2014 at Rabindranath Tagore Auditorium in our college. It was led by the Principal, in whose speech the importance of friendship during student life was highlighted.

The Chief Guest for program, Sub-Inspector of Kompally Police Station motivated senior students to make the college an Ragging free Zone and strive hard to achieve their goals with mutual cooperation.

The program was attended by senior and junior students, anti-ragging committee members and all the staff. Snacks were offered to all the staff and students at the end of program.

Report prepared by:

Any remark / suggestion:

**Sign of Organizing Faculty
Principal**

Sign of HOD

Approved by

ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

Date: 10/07/2014

EXPENDITURE REPORT

To
The Principal,
St. Martin's Engineering College,
Dhulapally-Secunderabad- 500014.

Sub: Expenditure report - Anti-Ragging awareness program on 08-07-2014

Respected Sir,

Expenditure Report for this program is as under:

| S. No | Description | Amount in Rs. |
|-------|-----------------|---------------|
| 1 | Badges | 400 |
| 2 | Flowers/Garland | 400 |
| 3 | Banners | 800 |
| 4 | Snacks/Tea | 2500 |
| Total | | 4100/- |

AT Dhulapally
Principal
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Dhullapur Mandal,
Secunderabad-500 014, A.P.

Yours faithfully,
V. Kesava Reddy
10/7/14
Dr.V.Kesava Reddy (Convener)

Anti-Ragging Committee