



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

Date: 14-07-2017

To

The Principal,

St.Martin's Engineering College,

Dhulapally,

Secunderabad-500014.

Subject: Request to conduct Marathon - the Anti-Ragging Awareness Program -
Reg.

Sir,

As a part of the Anti-Ragging Awareness Program, to bring in awareness among the students about ragging and the subsequent consequence, a Marathon is planned on 19-07-2017 at 07.00 A.M. from the college premises to Suchitra Circle, a distance of 5 KMs.

With regard to the mentioned subject, your kind permission and presence is requested, to fulfill the purpose.

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

Thanking you sir

Yours faithfully,

Dr. V. Kesava Reddy (Convener)

Anti-Ragging Committee

JP Nam
14/7/17
PRINCIPAL
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

Date: 17/07/2017

BUDGET PROPOSAL

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

Sub: Budget Proposal -Conducting Marathon for Anti-Ragging Awareness
Program on 19-07-2017-Reg.

Respected Sir,

For Anti-Ragging awareness, we are conducting a Marathon on 19-07-2017,
for this budget proposal is estimated as follows:

S. No	Description	Amount in Rs.
1	T-Shirts	2000
2	Banners	1000
3	Snacks/Tea	1000
Total		4000/-

I request you to sanction the amount at the earliest.

Remitted
PRINCIPAL *gpravey*
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Yours faithfully, d-500 014, A.P.

gpravey
17/7/17
Dr.V.Kesava Reddy (Convener)
Anti-Ragging Committee



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad-500014

NO:SMEC/ARC/2017-18/03

Date: 18-07-2017

CIRCULAR

All the staff members and students are requested to attend the Marathon for Anti-Ragging Awareness Program on 19th July 2017 in our college. The Marathon will begin from our campus to Suchitra Circle.

Note: Timings: 07:00A.M To 09:30 A.M.

HP Vamsi
PRINCIPAL *18/7/17*

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



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

Date: 20/07/2017

EXPENDITURE REPORT

To

The Principal,

St. Martin's Engineering College,

Dhulapally, Secunderabad-500014.

Sub: Expenditure report-Marathon (Anti-Ragging Awareness Program) on
19-07-2017-Reg.

Respected Sir,

Expenditure Report for this program is as follows:

S. No	Description	Amount in Rs.
1	T-Shirts	2000
2	Banners	900
3	Snacks/Tea	900
Total		3800/-

Account kept.

Yours faithfully,

JP Venu
20/7/17
PRINCIPAL
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.

[Signature]
Dr. V. Kesava Reddy (Convener)

Anti-Ragging Committee



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad -500014

POST EVENT REPORT

(should be submitted within two days)

Date: 20-07-2017

1. Name of the event: Marathon-Anti-Ragging Awareness Program
2. Event Date: 19-07-2017
3. Brief description about the event:

The Anti Ragging Marathon was conducted on 19-07-2017 at our college. It was presided by the Principal, whose introductory speech was about the importance of awareness, ill effects of Ragging and its consequences. He amicably shared his views and encouraged the students' community to maintain harmony in our campus and also to propagate the message not only in the campus but also around the college premises.

The program was attended by the Executive Director, 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.

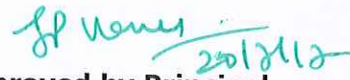
Encl: 2 Photographs

Report prepared by: Dr.V.Kesava Reddy

Any remark / suggestion:


Sign of Organizing Faculty


Sign of HOD


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