



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad –500014

NO: SMEC/ARC/2017-18/04

Date: 25-07-2017

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 27-07-2017 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

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



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad-500014

NO: SMEC/ARC/2017-18/05

Date: 25-07-2017

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 27-07-2017.

*Received your confirmation
Viveeeg*

J. V. S.
Principal *25/7/2017*
PRINCIPAL
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.



ST. MARTIN'S ENGINEERING COLLEGE

Dhullapally, Secunderabad -500014

Date: 25/07/2017

BUDGET PROPOSAL

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

Respected Sir,

Sub: Budget Proposal -Anti-Ragging awareness program on 27-07-2017 -reg.

As we know that Anti-Ragging awareness program is scheduled on 27-07-2017, Budget proposal for this program is estimated as under:

S. No	Description	Amount in Rs.
1	Badges	500
2	Flowers/Garland	500
3	Banners	500
4	Snacks/Tea	2500
Total		4000/-

I request you to sanction the amount at the earliest.

Yours faithfully,

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faray
25/07/17
PRINCIPAL
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.

Dr.V.Kesava Reddy (Convener)

Anti-Ragging Committee



ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad-500014

NO: SMEC/ARC/2017-18/06

Date:26.07.2017

CIRCULAR

This is to inform all the II B .Tech students to attend to the Anti-Ragging awareness program to be held on 27 -07-2017 at Rabindranath Tagore auditorium. Kindly assemble at the auditorium by 3:00 P.M.

S. Venu
26/7/17
Principal
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.



ST. MARTIN'S ENGINEERING COLLEGE

Dhullapally, Secunderabad -500014

POST EVENT REPORT

(should be submitted within two days)

Date: 28-07-2017

1. Name of the event : Anti-Ragging awareness program
2. Event Date: 27-07-2017
3. Brief description about the event:

The Anti Ragging meeting was conducted on 27-07-2017 at Rabindranath Tagore Auditorium in our college. It was presided by the Principal, in his introductory speech focus on the importance of kind behavior and friendly relationship among students were highlighted.

The Chief Guest for program, Sub-Inspector of Kompally Police Station motivated senior students to develop good habits in the student life and also highlighted the senior students' responsibility in junior students' minds that they are their well wishers.


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


Encl: 1 Photograph

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.



ST. MARTIN'S ENGINEERING COLLEGE

Dhullapally, Secunderabad -500014

Date: 31/07/2017

EXPENDITURE REPORT

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

Respected Sir,

Sub: Expenditure report-Anti-Ragging awareness program on 27-07-2017-reg.

Expenditure Report for this program is as follows:

S. No	Description	Amount in Rs.
1	Badges	500
2	Flowers/Garland	500
3	Banners	400
4	Snacks/Tea	2200
Total		3600/-

Yours faithfully,

A/C Dept.
Dr. V. Kesava Reddy
PRINCIPAL
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Qutbullapur Mandal,
Secunderabad-500 014, A.P.
31/8/17

Dr.V.Kesava Reddy (Convener)

Anti-Ragging Committee