

28/09/2016

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

form the 1

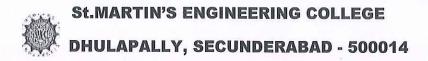
Respected Sir,

Sub: Proposal for conducting 'Bathukamma Festival' at our college campus — Reg.

It is to intimate that we want to organize 'Bathukamma Festival' at our college Campus on 01/10/2016. So there by I request you to kindly accept the Proposal to conduct the Program.

Thanking you Sir,

Yours Sincerely,



BUDGET PROPOSAL

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

29/09/2016.

SUB: Budget Proposal for conducting 'Bathukamma Festival' at our college campus — Reg.

It is to intimate that we Want to organize Bathukamma Festival' at our college Campus on 01/10/2016. So there by I kindly Requestyou to Sanction the amount to conduct the Program.

S NO	NAME OF THE EXPENDITURE	AMOUNT
1	Arrangements of Venue - Banners, Mikes	15,000/-
2.	Flowers & Miscellaneous	3000/-
	Total Amount (Eighteen Thousand Rupees Only)	18,000/-

Thanking You Sir,

Yours Sincerely,



St.MARTIN'S ENGINEERING COLLEGE DHULAPALLY, SECUNDERABAD - 500014

Ref: SMEC/Principal's Office/2016-17/41

Date: 30-09-2016

CIRCULAR

All HODs, Staff & Students are hereby informed to attend the event of 'Bathukamma Festival' on 01/10/2016 in College Campus.

PRINCIPAL

PRINCIPAL

ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500014.

CC:

- 1) The Chairman For kind information
- 2) The Executive Director for kind information
- 3) All HODs

SE 1	ECE	EEE	11	MECH	MBA	S&H
.0	Accounts	Librarian	Ex.Br			
	0	O Accounts	O Accounts Librarian	O Accounts Librarian Ex.Br	O Accounts Librarian Ex.Br	O Accounts Librarian Ex.Br

DHULAPALLY, SCECUNDERABAD - 500014

EXPENDITURE REPORT

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

Respected Sir,

Sub: Expenditure spent on conducting 'Bathukamma Festival' at our college campus—Reg.

It is to intimate that we had organized 'Bathukamma Festival' at our college Campus on 01/10/2016.

So there by I am enclosing the details of Expenditure spent for the event.

SNO	NAME OF THE EXPENDITURE	AMOUNT
1	Arrangements of Venue - Banners, Mikes	15000/-
2.	Flowers & Miscellaneous	3000/-
	Total Amount (Eighteen Thousand Rupees Only)	18000/-

Total expenditure incurred - 18000/
Total amount sanctioned - 18000/-

Extra expenditure

- NIL

Thanking You Sir,

Yours Sincerely,

Alcohot long

03/10/2016





DHULAPALLY, SCECUNDERABAD - 500014

POST EVENT REPORT

Date: 03/10/2016

1. Name of the event: Bathukamma

2. Event Date: 03/10/2016

3. Brief description about the event:

Bathukamma is celebrated for nine days during Durga Navratri. It starts on the day of Mahalaya Amavasya and the 9-day festivities will culminate on "Saddula Bathukamma" or "Pedda Bathukamma" festival on Ashwayuja Navami, popularly known as Durgashtami which is two days before Dussehra.St.Martin's engineering college celebrated Bathukamma Festival on 01/10/2016.

The program kick-started with the prayer song Dance and singing performances were done by the students and lot of games were also organized. And is also the time when wild flowers bloom in various vibrant colours across the uncultivated and barren plains of the region. The most abundant of these flowers are 'gunuka' (or 'gunugu') and 'tangedu'. There are other flowers like the 'banti', 'chamanti', 'nandi-vardhanam' etc.

Encl: Photographs

Any remark / suggestion

Sign of Organizing Faculty

Approved by Principal

ST. MARTIN'S ENGINEERING COLLEGE
ST. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V). Dundigal-Gandimaisamma (M)
Medchal-Malkajqiri (D), Secunderabad-500014.





SNO

St. MARTIN'S ENGINERING COLLEGE

Dhulapally, Secunderabad-500014

03/01/2016

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

Permitted Auf

Respected Sir,

Sub: Proposal for conducting 'Sankranthi Festival' at our college campus - Reg.

It is to intimate that we want to organize Sankranthi Festival' at our college Campus. We want to organize this event on 07/01/2016. So hereby I Request you to kindly accept the Proposal to conduct the Program.

Thanking You Sir,

Yours Sincerely,



Dhulapally, Secunderabad-500014

04/01/2016

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

Respected Sir,

Sub: Budget proposal for conducting Sankranthi Festival' at our college campus - Reg.

It is to intimate that we want to organize Sankranthi Festival' at our college Campus. We want to organize this event on**07-01-2016.** So here by I Request you to kindly Sanction the amount to conduct the Program.

Budget

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Venues - Mikes ,carpets		5000
2 -	Sweets & Miscellaneous Expenditures		3000
	Total Amount (Eight Thousand rupees Only)		8000/-

Thank You

Yours Sincerely,



Dhulapally, Secunderabad-500014

Ref: SMEC/Principal's Office/2015-2016/52

Date: 06-01-2016

CIRCULAR

All HODs, Staff & Students are hereby informed to attend the event of "Sankranthi Festival" on 20-03-2015, at College Campus.

Principal

PRINCIPAL

ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M),
Medchal-Maikajgiri (D), Sesunderabad-59901/4

Cc to: 1) The Chairman – For kind information

2) The Executive Director - For kind information

3) All HODs

Civil	CSE	ECE	EEE	IT	MECH	MBA	S&H
TPO	AO	Accounts	Librarian	Ex.Br.			

EWO)

St. MARTIN'S ENGINERING COLLEGE

Dhulapally, Secunderabad-500014

08/01/2016

It is to intimate that we have organized 'Sankranthi Festival' at our college Campus on 07-01-2016. So hereby I am enclosing the details of expenditure spent to conduct the Program.

Expenditure

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Venues - Mikes ,carpets		5000/-
2	Miscellaneous Expenditures		3000/-
	Total Amount (Rupees Eight thousand only)		8000/-

Total Expenditure incurred - 8000/Total amount sanctioned as advance - 8000/Extra Expenditure - Nil 8/11/6

Thanking You Sir,

Yours Sincerely,



Dhulapally, Secunderabad-500014

POST EVENT REPORT

Date: 08/1/2016

1. Name of the event: Sankranthi

2. Event Date: 7/1/2016

3. Brief description about the event:

Makara Sankranti, also known as Makara Sankrānti or Maghi, is a festival day in the Hindu calendar, in reference to deity Surya (sun). It is observed each year in January. It marks the first day of sun's transit into the Makara (Capricorn), marking the end of the month with the winter solstice and the start of longer days engineering college celebrated Sankranthi Festival on 7/01/2016. In the occasion of Sankaranthi students were present in the traditional wear And the students were enthusiastically participated in all cultural events.

Encl: Photographs

Any remark / suggestion:

Sign of Organizing Faculty

Approved by Principal

ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500014.









Dhulapally, Secunderabad-500014

20/01/2016

lemited 1 sap 20/11/6

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

Respected Sir,

Sub: Proposal for conducting Fresher's Day Program at our college campus – Reg.

It is to intimate that we want to organize Fresher's Day at our college Campus. We want to organize this event on 25-01-2016. So here by I Request you to kindly accept the Proposal to conduct the Program.

Thanking You Sir,

Yours Sincerely,



Dhulapally, Secunderabad-500014

21/01/2016

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

Respected Sir,

Sub: Budget proposal for conducting Fresher's Day Program at our college campus - Reg.

It is to intimate that we want to organize **Fresher's Day** at our college Campus. We want to organize this event on **25-01-2016**. So here by I Request you to kindly Sanction the amount to conduct the Program.

Budget

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Venues - Banners, Mikes ,carpets, DJ& Miscellaneous Expenditures		65,000
2	Food	1800	1,75,000
	Total Amount (Rupees Two Lakh Forty Thousand Rupees Only)		2,40,000/-

Thank You

Yours Sincerely,

Cultural Convener

Approved | Aug segul ub



Dhulapally, Secunderabad-500014

Ref: SMEC/Principal's Office/2015-16/28

Date: 23-01-2016

CIRCULAR

All HODs, Staff & Students are hereby informed to attend the event of "Fresher's Day" on 25-01-2016, at College Campus.

Principal Principal

PRINCIPAL ST. MARTIN'S ENGINEERING COLLEGE Dhulapally (V), Dundigal-Gandimaisamma (M) Medchal-Malkajgiri (D), Secunderabad-500014.

Cc to: 1) The Chairman – For kind information

2) The Executive Director - For kind information

3) All HODs

Civil	CSE	ECE	EEE	IT	MECH	MBA	S&H
ТРО	AO	Accounts	Librarian	Ex.Br.			



Dhulapally, Secunderabad-500014

27/01/2016

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

Respected Sir,

Sub: Expenditure spent on conducting Fresher's Day Program at our college campus - Reg.

It is to intimate that we have organized Fresher's Day at our college Campus on 27-01-2016. So hereby I am enclosing the details of expenditure spent to conduct the Program.

Expenditure

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Venues - Banners, Mikes ,carpets, DJ& Miscellaneous Expenditures		65,000
2	Food	1800	1,75,000
	Total Amount (Two Lakh Forty Thousand Rupees Only)		2,40,000/-

Total Expenditure incurred - 2,40,000.00

Total amount sanctioned as advance - 2,40,000.00

Extra Expenditure - NIL

Thanks for providing me this wonderful opportunity.

Thanking You Sir,

Yours Sincerely,



Dhulapally, Secunderabad-500014

Fresher's Party Report held on 25.01.2016

"Fresher Party" in any college is an event which every student eagerly awaits from the time of their admissions. The 25th January 2016 was marked as a memorable day in the life of every fresher of 2016-17 batch at St.Martin's Engineering.

The Fresher's day is a day that was filled with excitement, joy, music, enthusiasm, laughter and happiness. The dress code for the Fresher's day was 'Dress your Best'

The celebration started sharp at 10.00 am at Various departments with the opening prayer followed by the welcome address by Heads of the Departments. The Freshers were formally welcomed into the St.Martin's family.

Principal addressed the students with a warm welcome note and highlighted the academic cultural at the institute.

The program kick-started with the prayer song and the lightening of lamp followed with ramp walk by all Freshers. Every participant was dressed dashing and were leaving fire on the ramp. Dance and singing performances were done by the senior students. lot of games were also organized. Refreshments were provided by the college. DJ was organized by the college.

Encl: Photographs

Any remark / suggestion:

Sign of Organizing Faculty

Approved by Principal

PRINCIPAL

ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkaigiri (D), Secunderabad-500014.









24/02/2016

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

Permites |

Respected Sir,

Sub: Proposal for conducting 'TRADITIONAL DAY' at our college campus — Reg.

It is to intimate that we want to organize TRADITIONAL DAY at our college Campus onFebruary, 28^{th} 2016. So there by I Request you to kindly accept the Proposal to conduct the Program.

Thanking You Sir,

Yours Sincerely,



BUDGET PROPOSAL

To
The Principal,
St Martin's Engineering College,
Dhulapally,

Approved hel

24/02/2016.

SUB: Budget Proposal for conducting TRADITIONAL DAY Program at our college campus — Reg.

It is to intimate that we Want to organize TRADITIONAL DAY at our college Campus on February, $28^{th}\ 2016$. So thereby I kindly request you to sanction the amount to conduct the Program.

SNO	NAME OF THE EXPENDITURE	AMOUNT
1	Arrangements of Venue - Banners, Mikes & Miscellaneous	15000/-
2.	Refreshments	10000/-
	Total Amount (Rupees Twenty Five Thousand Rupees Only)	25000/-

Thanking You Sir,

Yours Sincerely,



Ref: SMEC/Principal's Office/2015-16/76

Date: 27-02-2016

CIRCULAR

All HODs, Staff & Students are hereby informed to attend the event of "TRADITIONAL DAY" on 28th February, 2016 in College Campus.

PRINCIPAL

PRINCIPAL

ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500014.

CC:

- 1) The Chairman For kind information
- 2) The Executive Director for kind information
- 3) All HODs

Accounts	Librarian	Ex.Br			
	Accounts	Accounts Librarian	Accounts Librarian Ex.Br	Accounts Librarian Ex.Br	Accounts Librarian Ex.Br



DHULAPALLY, SCECUNDERABAD - 500014

EXPENDITURE REPORT

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

30/02/2016

Respected Sir,

Sub: Expenditure spent on conducting TRADITIONAL DAY Program at our college campus—Reg. It is to intimate that we had organized Traditional day atour college Campus on February, 28th 2016. So there by I am enclosing the details of Expenditure spent for the event.

S NO	NAME OF THE EXPENDITURE	AMOUNT
1	Arrangements of Venue - Banners, Mikes & Miscellaneous	15000/-
2.	Refreshment	10000/-
	Total Amount (Rupees Twenty Five Thousand Rupees Only)	25000/-

Total expenditure incurred - 25000/-

Total amount sanctioned - 25000

Extra expenditure - NIL

Thanking You Sir,

Yours Sincerely,

1 sol 2/16











Dhulapally, Secunderabad-500014

16/02/2016

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

Respected Sir,

Sub: Proposal for conducting '14th Annual Day' Program at our college campus – Reg.

It is to intimate that we want to organize '14thAnnual Day' at our college Campus. We want to organize this event on 12-03-2016. So here by I Request you to kindly accept the Proposal to conduct the Program.

Thanking You Sir,

Yours Sincerely,

Cultural Convener

forwited and 18/446



Dhulapally, Secunderabad-500014

18/02/2016

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

Approved 18/2/16

Respected Sir,

Sub: Budget proposal for conducting 14th Annual Day' Program at our college campus—Reg.

It is to intimate that we want to organize ,14thAnnual Day' at our college Campus. We want to organize this event on 12-03-2016. So here by I Request you to kindly Sanction the amount to conduct the Program.

Budget

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Stage, Banners, Mikes, Carpet, chairs Lighting, Decoration Expenditures other miscellaneous Expensess.		1,00,000
2	Snacks	3000	1,00,000
3	Inviting the guests, Dinner for the Guest and honoring the guest		75,000
4	Choreography, Costumes and other expenses		75,000
5	Video and Photography		85,000
	Total Amount (Rupees Four Lakh eighty five Thousand Rupees Only)		4,35,000/-

Thank You

Yours Sincerely,



Dhulapally, Secunderabad-500014

Ref: SMEC/Principal's Office/2015-16/063

Date: 11-03-2016

CIRCULAR

All the Staff & Students are hereby informed that '14th Annual Day' will be celebrated on 12-03-2016. In view of the Annual day, interested students should enroll their names with their respective department Coordinators on or before 19th March 2017 for Group dances. Auditions will be held on 20th March 2017.

Principal

Cc to: 1) The Chairman - For kind information

2) The Executive Director - For kind information

PRINCIPAL ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M) Medchal-Malkajgiri (D), Secunderabad-500014

3) All HODs

Civil	CSE	ECE	EEE	IT	MECH	MBA	S&H
TPO	AO	Accounts	Librarian	Ex.Br.			



Dhulapally, Secunderabad-500014

15/03/2016

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

Respected Sir,

Sub: Expenditure spent on conducting '14th Annual Day' Program at our college campus – Reg.

As we have organized 'Annual Day' at our college Campus on 12-03-2016. So hereby I am enclosing the details of expenditure spent to conduct the Program.

Expenditure

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Stage, Banners, Mikes, Carpet, chairs Lighting, Decoration Expenditures other miscellaneous Expensess.		1,00,000
2	Snacks	3000	1,00,000
3	Inviting the guests, Dinner for the Guest and honoring the guest		75,000
4	Choreography, Costumes and other expenses		75,000
5	Video and Photography		85,000
	Total Amount (Rupees Four Lakh eighty five Thousand Rupees Only)		4,35,000/-

Total Expenditure incurred	•	4,35,000	Y
Total amount sanctioned as advance	1 1 10	4,35,000	- dept
Extra Expenditure	-	NIL	

Thanks for providing me this wonderful opportunity.

Thanking You Sir,

Yours Sincerely,



Dhulapally, Secunderabad-500014

POST EVENT REPORT

Date: 15.03.2016

1. Name of the event: '14th Annual Day'

2. Event Date: 12-03-2016

3. Brief description about the event:

Annual Day' Report held on 12-03-2016

The annual function of College was held on 12.03.2016.

The Chief Guest of the Program were

Sri.Patnam Mahender Reddy- Minister for Transport, Telangana.

Guest of Honour

- Sri Ch. Malla Reddy garu, Hon'ble Member of Parliament, Malkajgiri, Govt of India.
- Sri, Shambipur Raju garu, Hon'ble MLC, Ranga Reddy Dist.
- Sri. K.P.Vivekanandgaru, Hon'ble MLA, Quthbullapur.

The event unfolded with the lighting of the lamp and chanting of the shloka 'Shubham KarotiKlayanam...'

Thereafter the Principal extended a warm welcome to all the dignitaries and read the annual report highlighting the achievements of the academic year 2015-16.

The chief guest gave away prizes to brilliant students and sportsmen. He congratulated the Principal and staff on the progress made by the college.

This year most Student's cultural performances were inspired by our culture, moral education, films, and nationalism. This added the all new height to the function The Principal thanked the Chief Guest and Guest of Honour. The function ended with the singing of the National Anthem.

Encl: Photographs

Any remark / suggestion:

Sign of Organizing Faculty

Approved by Principal

PRINCIPAL

ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M)
Medchal-Malkajgiri (D), Secunderabad-500014.











Dhulapally, Secunderabad-500014

04/04/2016

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

Permetted | And

Respected Sir,

Sub: Proposal for conducting 'Ugadi Festival' at our college campus - Reg.

It is to intimate that we want to organize Ugadi Festival' at our college Campus. We want to organize this event on 07/04/2016. So hereby I Request you to kindly accept the Proposal to conduct the Program.

Thanking You Sir,

Yours Sincerely,



Dhulapally, Secunderabad-500014

05/04/2016

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

Appropried sulfull

Respected Sir,

Sub: Budget proposal for conducting Ugadi Festival' Program at our college campus - Reg.

It is to intimate that we want to organize **Ugadi Festival'** at our college Campus. We want to organize this event on**07-04-2016.** So here by I Request you to kindly Sanction the amount to conduct the Program.

Budget

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Venues - Mikes ,carpets		5500
2	Miscellaneous Expenditures		3000
	Total Amount (Eigth Thousand Five hundered rupees Only)		8500/-

Thank You

Yours Sincerely,

St. MARTIN'S ENGINERING COLLEGE Dhulapally, Secunderabad-500014

Ref: SMEC/Principal's Office/2015-2016/80

Date: 06-04-2016

CIRCULAR

All HODs, Staff & Students are hereby informed to attend the event of "Ugadi Festival" on 07-04-2016, at College Campus.

Principal

PRINCIPAL

ST. MARTIN'S ENGINEERING COLLEGE

Dhulapally (V), Dundigal-Gandimaisamma (M)

Medchal-Malkajgiri (D), Secunderabad-500014.

Cc to: 1) The Chairman – For kind information

2) The Executive Director - For kind information

3) All HODs

_						
AO	Accounts	Librarian	Ex.Br.			
-	AO	AO Accounts	AO Accounts Librarian	AO Accounts Librarian Ex.Br.	AO Accounts Librarian Ex.Br.	AO Accounts Librarian Ex.Br.



Dhulapally, Secunderabad-500014

08/04/2016

It is to intimate that we have organized Ugadi Festival' at our college Campus on 07-04-2016. So hereby I am enclosing the details of expenditure spent to conduct the Program.

Expenditure

S. No	Name of the Item Expenditure	Count	Amount
1	Arrangements of Venues - Mikes ,carpets		5500/-
2	Miscellaneous Expenditures		3000/-
	Total Amount (Rupees Eight thousand Five hundred only)		8500/-

8500/-**Total Expenditure incurred** 8500/-Total amount sanctioned as advance

Nil

Extra Expenditure

Thanking You Sir,

Yours Sincerely, .

Ale-dept







