



St.MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500014

Ref: SMEC/PC/2016-17/01

Date: 12-09-2016

CIRCULAR

All the Photography Committee Members are requested to attend the meeting in the Board Room today by 1:30 PM.

Agenda:

- Taking photos at Programs, Seminars, and special events.
- Emailing the photos to the Newsletter Chair for publishing in the Newspapers.
- Coordinating with the other photographer(s) to ensure coverage of the events.
- Arranging a volunteer if no other photographers are available to cover an event.


CONVENER

Cc to: 1) The Principal- For kind information
2) All HODs-For kind information