St. Martin's Engineering College

Dhulapally, Secunderabad

WOMEN EMPOWERMENT COMMITTEE

PERSPECTIVE PLAN

A.Y:2015-16

S. No.	Date of the event	Department/ Committee	Plan (Name of the Event)	SOP (Standard Operating Procedure)	Budget for the event	Details
1		Women Empowerment Committee	Committee Meeting	➢ To conduct community & welfare awareness programs	-	-
2	14/07/2015	Women Empowerment Committee	Seminar on POSH at Workplace	➢ Committee circular & MOM ➢ Request letter to principal ➢ Office circular ➢ Post event report & photos	-	-
3	17/08/2015	Women Empowerment Committee	Distribution of Towels at Girls Home	➢ Committee circular & MOM ➢ Request letter to principal ➢ Principal Letter to Girls Home Director ➢ Post event report & photos	-	-
4	16/10/2015	Women Empowerment Committee	Women Equality before Law Seminar	➢ Committee circular & MOM ➢ Request letter to principal ➢ Post event report & photos	-	-
6	17/12/2015	Women Empowerment Committee	Seminar On Self Esteem & Decision Making	➢ Committee circular & MOM ➢ Request letter to principal ➢ Post event report & photos	-	-
6	01/02/2016	Women Empowerment Committee	Girl Power & Women Empowerment - Essay Writing Competition	➢ Committee circular & MOM ➢ Request letter to principal ➢ Office circular ➢ Post event report & photos	-	-

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7	08/03/2016	Women Empowerment Committee	Seminar on Positive thinking	➢ Committee circular & MOM ➢ Request letter to principal ➢ Budget proposal ➢ Principal invitation to guest ➢ Office circular ➢ Budget Expenditure Report ➢ Post event report & photos	Rs.600	-

Ms.T.Leena Vinolia (Convener)
Women Empowerment Committee

Copy to:

1. Principal for kind information
2. The Management for kind information
3. All HODs, IQAC

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