St. Martin's Engineering College

Dhulapally, Secunderabad

WOMEN EMPOWERMENT COMMITTEE

PERSPECTIVE PLAN

A.Y:2017-18

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 focus on more student related Programs ➢ To conduct activities for Women to redefine Gender Equality	-	-
2	28/10/2017	Women Empowerment Committee	**Group Discussion on Women in Leadership**	➢ Committee circular & MOM ➢ Request letter to principal ➢ Office circular ➢ Post event report & photos	-	-
3	21/11/2017	Women Empowerment Committee	**Workshop on Skill Development towards Women Empowerment**	➢ Committee circular & MOM ➢ Request letter to principal ➢ Budget proposal ➢ Principal invitation to guest ➢ Office circular ➢ Budget Expenditure Report ➢ Post event report & photos	Rs.11200	-
4	04/12/2017	Women Empowerment Committee	**Workshop on Digital India for Women**	➢ Committee circular & MOM ➢ Request letter to principal ➢ Budget proposal ➢ Principal invitation to guest	Rs.1500	-

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				➢ Office circular ➢ Budget Expenditure Report Post event report & photos		
5	06/03/2018 - 08/03/2018	Women Empowerment Committee	**Throwball Competition for Girls**	➢ Committee circular & MOM ➢ Request letter to principal ➢ Office circular ➢ Post event report & photos	-	-
6	08/03/2018	Women Empowerment Committee	**Seminar on Gender Equality**	➢ Committee circular & MOM ➢ Request letter to principal ➢ Budget proposal ➢ Principal invitation to guest ➢ Office circular ➢ Budget Expenditure Report Post event report & photos	Rs.6000	-
6	10/03/2018 - 12/03/2018	Women Empowerment Committee	Sports Events for Women	➢ Committee circular & MOM ➢ Request letter to principal ➢ Office circular ➢ Post event report & photos	-	-

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

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Copy to:

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