WOMEN EMPOWERMENT COMMITTEE

Academic year: 2018 -2019

PERSPECTIVE PLAN

S. No.	Date of the event	Department/ Committee	Plan (Name of the Event)	SOP (Standard Operating Procedure)	Budget for the Event
1	-	Women Empowerment Committee	Committee Meeting	➢ Proposal to conduct Seminars and workshops on skill and entrepreneur development programs.	-
2	03/08/2018	Women Empowerment Committee	Workshop on Ethics and Social Circumstances	➢ Committee circular & MOM ➢ Request letter to principal ➢ Office circular ➢ Post event report & photos	-
3	03/09/2018	Women Empowerment Committee	Raising the Finance for the Business Seminar	➢ Committee circular & MOM ➢ Request letter to principal ➢ Budget proposal ➢ Principal invitation to guest ➢ Office circular ➢ Budget Expenditure Report ➢ Post event report & photos	Rs.4000

ESTD1995

SHADAN COLLEGE OF ENGINEERING &TECHNOLOGY
Established by SHADAN EDUCATIONAL SOCIETY.
Approved by A.I.C.T.E and Affiliated to JNTUH, Hyderabad.
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4	11/12/2018	Women Empowerment Committee	Empowering Women in Personal financial Management	➢ Committee circular & MOM ➢ Request letter to principal > Budget proposal ➢ Principal invitation to guest > Office circular ➢ Budget Expenditure Report ➢ Post event report & photos	Rs.10000
5	04/02/2019	Women Empowerment Committee	Sports Events	➢ Committee circular & MOM ➢ Request letter to principal ➢ Office circular ➢ Post event report & photos	Rs.5000
6	02/05/2019	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

Mrs.Antul Fatima Asra

Convener -Women Empowerment Committee

CC to:

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