

(6)

KONGU ARTS AND SCIENCE COLLEGE

(AUTONOMOUS)

ERODE - 638 107

WOMEN DEVELOPMENT CELL

Date: 09.03.2022

SUBMITTED TO THE CORRESPONDENT FOR FAVOUR OF APPROVAL PLEASE:

Respected Sir,

Sub: Requisition to conduct Extension Activity - Permission requested - Reg.

We would like to bring to the Correspondent's kind notice that we have planned to conduct an awareness programme on menstrual hygiene in association with Department of Social Work on 11.03.2022 to the Government High School Students, Velliraveli. In this regard, we request the Correspondent to kindly grant us permission for the same and oblige.

C- 9/3/22
STAFF INCHARGE
(C. Indrani)

9/3/22
WDC - President
(G. MANJU)

9/3/22
O.S

9/3
A.O

9/3/22
PRINCIPAL

CORRESPONDENT



Dr. N. RAMAN
PRINCIPAL,
KONGU ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
NANJANAPURAM, ERODE - 638 107;



KONGU ARTS AND SCIENCE COLLEGE
(Autonomous)
ERODE – 638107



WOMEN DEVELOPMENT CELL

Date: 10.03.2022

Ref: WDC/CIR-02/21-22

Circular

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10/3

It is informed that the Women Development Cell in association with Department of Social Work has planned to organize an awareness programme on menstrual hygiene on 11.03.2022 (09.30am – 12.30 pm) to the Government High School Students, Velliraveli. In this regard, all the HOD's are hereby requested to send two girl students and WDC Executive member of their respective departments for the programme.

mb 10/3/22
President / WDC

Copy to

1. All HOD's
2. Office
3. File Copy



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Dr. N. RAMAN
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PROGRAMME APPROVAL AND SETTLEMENT FORM

Doc. No. GR-208
Rev. Date 25.04.2016

- Name of the Faculty : Ma. C. Indrani Date: 09.03.22
- Department : Women Development Cell
- Name of the Programme : Awareness programme on menstrual hygiene.
- Date : From 11.03.22 to No. of Days 1
- Time : 9.30 am Venue: Govt High School, Vellirandi.
- Chief Guest

7. Expenditure

Sl.No.	Purpose	Proposed Rs.	Actual Rs.	Remarks
1	<u>Sanitary Napkins</u> <u>to be distributed to</u> <u>the school students</u>	<u>1100/-</u>		
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
Total		<u>1100/-</u>		

10. Source :

Budget	Sponsors/Grant	Registration Fees
Balance Amt. Available		
Expenses Proposed		
Balance		

C. Indrani
Staff/10/9/22
C. INDRANI

M. C. Indrani
HOD/WDC
(C. Indrani)
Principal

J. V. Jayaram
OFFICE SUPERINTENDENT

S. S. Srinivasan
ADMINISTRATIVE OFFICER

[Signature]
CORRESPONDENT



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