

Office of the Principal

SDMCET COLLEGE OF ENGINEERING & TECHNOLOGY, DHAVALAGIRI, DHARWAD

Ref. No. SDMCET/EST/ 84 /2023-24

Date: 18 APR 2023

OFFICE ORDER:

Sub: Permission to attend and present a paper in the Seminar

As per the directions of the Management, Mrs. Preeti S Bellerimath, Assistant Professor, Department of Electronics and Communication of our Institution is permitted to attend and present a paper title: Energy Management in Green Building in All India Seminar on Green Building - Need of the Hour at Institute of Engineers, Dharwad on 17.04.2023 & 18.04.2023.

1. She should submit the Attendance Certificates of the programme within a week from reporting to duties after the Programme
2. She is required to make and intimate proper alternative arrangements for administrative and academic assignments like Classes, Labs, Exam work etc., etc., for the permitted period.
3. After reporting back to duty she **has to submit a report** to the undersigned and settle the accounts of expenditures for attending the programme within three days from reporting to duties after the Programme, or otherwise the advance amount, if received, will be deducted from the next month salary.

She is entitle for Registration fee of ₹. 500/- under Department Budget. The duration of her absence is treated as "Special Leave".

Sd/-
PRINCIPAL

To,
Mrs. Preeti S Bellerimath,
Assistant Professor,
Department of Electronics & Communication Engineering,
SDMCET, Dharwad.

Copy to:

1. HOD- Electronics and Communication Engineering
2. Leave Section
3. Personal File

for PRINCIPAL 18/4/23

18/4/23
PRINCIPAL