

Programme Reports to IQAC

Alphonsa College Thiruvambady

Preliminary Details

Hosting Agency (Office/Dept/Club/Forum) : Women Welfare Cell
 Name of the Programme : International Day for Elimination of Violence Against Women.
 Reach of (Regional/Nat/International) :
 Date/(s) of Actual Event : 25/11/2020
 Details of Sponsorship (if any) :
 References (Page No. of Minutes, Planner) :

Pre-Event (Details of Planning, Approval and Notice)

Planning Details (as per the minutes) :
 Approval Details (as per the minutes) :
 Details of Invitation (Notice/Brochure..) : 25/11/2020
 Reminders(Sp.Meetings/Short Notices...) :

Actual Event

R. Person/Chief Guest(with Credentials) :
 Names of other Dignitaries :
 Presided over by :
 Inaugurated by :
 Felicitated by :
 Welcome Speech by :
 Vote of Thanks by :
 Number of Participants :
 Won by :
 Certificates/Prizes awarded by :

Short narration about the Event: Women Welfare Cell members of Alphonsa College Thiruvambady presented a short awareness video on November 25th, with regard to importance of celebrating an International Day for the Elimination of Violence Against Women.

Post-Event (Evaluation, Closing the account, Public audit)

Evaluation Meeting Date :
 Short evaluation about the Event:

Publicity Details (Website/Newspaper...) :
 Financial Details (against the budget) :

Attachments Required (Please tic the entries once the attachments are made)

✓ Notices/Brochures		Photos of the Programme
Reminders		Audio/Video Recordings
Programme List		Copy of Certificates
Attendance Sheet (duly signed)		Paper Cuttings (Publicity)
Name & Sign of the Coordinator	:	Signed
Name & Sign of the Student Rep.	:	Signed
Date of Submission to IQAC	:	27/11/2020