

Subject: Minutes of Trip Management Committee

Meeting # 1 Dated 11/11/2021

1. 1 st meeting of the Trip management Committee and Academics to arrange a recreational student trip for the year 2021 was held on 11/11/2021. Following attended the meeting:

Attendees: Designation:

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M.Mohsin Raza	Academic
Zulqarnain	Accountant
Ahmed	Funds Manager
Ali Khan	President
Noman Yousaf	Vice president
Noman Sidduqe	Bus manager
Ibrar	Security member

S.#	Points Discussed and Decision Taken	Action By
01	<p>Agenda 1:</p> <p>Refreshment Trip Location</p> <p>Ali khan:</p> <p>Ali khan explained that students had a very rough last week because of exams. So, we want to arrange a 4 days recreational trip to Kallam valley from Monday to Thursday.</p> <p>M.Mohsin Raza:</p> <p>We have to arrange a trip to Lahore due weather issues these days in kalam and from Friday to Sunday.</p> <p>Decision taken:</p> <p>There will be 3 days trip from Friday to Sunday to Lahore</p>	M.Mohsin Raza
02	<p>Agenda 2:</p> <p>Buses</p> <p>Noman Sidduqe:</p> <p>Noman explained that which bus is free in that days .</p> <p>Final Decision:</p> <p>We will use 4 buses of our campus for the trip.</p>	Noman Sidduqe:

03	<p>Agenda 3:</p> <p>Security Issues</p> <p>Noman Yousaf: We will have atleast 8 security and disciplinary members to avoid any issue.</p> <p>Ibrar: 12 security guards are free to go with you.</p> <p>Decision taken:</p> <p>12 security guards for security issues and 10 faculty members for disciplinary purpose will go with students.</p>	Ibrar, M.Mohsin Raza
04	<p>Agenda 4:</p> <p>Funds</p> <p>Ahmed: The price of per student will be Rs :1000</p> <p>Zulqarnain: He explained the present funds and funds required for a successful trip. And student strength will be atleast 200 in order to complete trip.</p> <p>Decision taken: The price of per student will be Rs :1500. And student strength will be atleast 200</p>	Zulqarnain
05	<p>Agenda 5:</p> <p>Health and Disciplinary issues</p> <p>M.Mohsin Raza:</p> <p>What will be precautions taken against COVID and any illegal act.</p>	Noman Yousaf

	<p>Noman Yousaf:</p> <p>Noman discussed that only vaccinated students will allow for trip and some disciplinary act and punishment for that act.</p> <p>Decision taken:</p> <ul style="list-style-type: none"> • Only vaccinated students are allowed for trip • Everyone will follow SOPs • No outsider is allow • No drugs or illegal act 	
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Minutes Approved by Ali khan

Minutes Prepared by M.Mohsin Raza