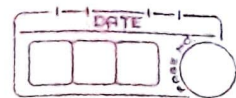


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## ASSIGNMENT NO. 03

Meeting Documentation : Notice, Agenda & minutes

Gharda Foundation's  
GHARDA INSTITUTE OF TECHNOLOGY, LAHEL

### NOTICE

Date: 12 August 2022

Dear students we are going to organise an Independence Day Celebration, on 15 August 2022, by online mode. All should remain present without fail.

Day & Date : Monday, 15 August 2022

Time : online (Link will be shared shortly)

Principal.

\* AGENDA :-

INDEPENDENCE DAY ACTIVITIES

Gharda, Lavel

- 1> Minute of the last meeting
- 2> flag hoisting
- 3> National Anthem
- 4> Vande Mataram Fest
- 5> Chief guest speech
- 6> Principal speech
- 7> Patriotic Songs
- 8> Vote of thanks
- 9> Date of next meeting

\* Minutes :-

## INDEPENDENCE DAY ACTIVITIES

### MINUTES

of the committee meeting is in online mode on google meet app on 11th August 2022 at 10am

#### PRESENT :-

Chief guest :- Dr. A.P.J. Abdul Kalam

Principal :- Dr. Pramod Joshi

Prof : M.N. Khandke

Prof. : R.B. Pawar

Dr. Nitin Kolekar

Prof :- K.M. Gajmal

Prof :- Vijesh Nair

Mr. Sanket Harvande

Mr. Yash Salvi

Mr. Harshal Umasare

#### IN ATTENDANCE :-

Dr. R.R. Bane, HOD



No. of Minutes	Subject of Minutes	Details
20.	Minutes of the previous meeting	The minutes of the previous meeting held on 12 <sup>th</sup> Aug, 2022
10.	Flag hoisting National Anthem, Vande Mataram	Chief guest will do flag hoisting.
20	Chief guest speech.	Chief guest will address the students about, Independence Day is an occasion to celebrate one's homeland patriotism and of course freedom.
15	Principal's speech	Addressing about Independence Day.
40	Different Activities	Patriotic song by students.
5	Vote of Thanks	HOD
10	Next meeting	

Dated : 13<sup>th</sup> August 2022

Dr. R.R. Bane, Prof. R.R. Pawar

HOD

SRC Member.