**14 September, 2024**

**Janki Kansagra**

**Assistant Professor**

**Computer Engineering Department**

**School of Diploma Studies**  
**RK University**

**To,**  
**Ms. Bhavana Patel**  
**Chairperson**  
**ICC Committee**

**RK University**

**Subject: Request for Installation of a Pad Vending Machine in the School of Engineering Building**

Dear mam,

I hope this message finds you well. I am writing to propose the installation of a new pad vending machine within the School of Engineering building.

Currently, while there are pad vending machines available in the School of Pharmacy and Physiotherapy, accessing these facilities frequently is not practical for many of our female students. This issue is particularly pressing given the large number of female students in the Faculty of Technology (FOT). We currently have approximately 800 students and female faculty members across all engineering branches and central departments, who spend significant time in the Engineering Building.

To better support our students and address this need, I kindly request the installation of a pad vending machine in a convenient and accessible location within the School of Engineering building. This addition would significantly improve the accessibility of sanitary products, ensuring that our students are more comfortable and able to focus on their academic work without inconvenience.

Thank you for considering this request. I am available to provide any additional information or discuss this proposal further if needed.

Sincerely,

**Janki Kansagra**

**Assistant Professor, Member of ICC**

**School of Diploma Studies**

**RK University**