21.01.2020

From,
Dr.V.Eswaramoorthy,
Associate Professor,
Department of CSE,
SSM Institute of Engineering and Technology,
Dindigul.

Through,
The Head of the Department,
Department of CSE,
SSM Institute of Engineering and Technology,
Dindigul.

To,
The Principal,
SSM Institute of Engineering and Technology,
Dindigul.

Respected Sir,

Sub: Requisition for conducting Seminar by Computer Society of India –Reg.

This is to bring to your kind notice that Computer Society of India, department of CSE has planned to conduct a Seminar on "Importance of Hardware and Networking" on **24th January, 2020** in order to bring the innate talents of our students. In this regard, we request you to provide permission to conduct the Seminar. The budget is enclosed herewith. Kindly give us the permission for the same.

Encl.: Budget.

Thank You.

Yours faithfully,

V. Eswaramoorthy 21/1/20

(Dr. V. Eswaramoorthy)

HOD

PRINCIPAL

SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

Sindalagundu Post, Dindigul – 624 002, Tamilnadu

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

21.01.2020

CIRCULAR

Computer Society of India, Department of Computer Science and Engineering has planned to conduct a Seminar titled **"Importance of Hardware and Networking"** on **24th January, 2020**. In this regard, the following Committees are constituted for the smooth conduct of the Seminar.

Sl. No.	Name of the Staff	Name of the Committee
1.	Dr. V. Eswaramoorthy	Chief Guest Hospitality & Finance
2.	Ms. V. Nivedhitha	Reception & MOC Committee
3.	Mr. A. AmalaDeepan	Press & Photography Committee
4.	Ms. S. Bharathi	Discipline Committee
5.	Ms. N. PadmaPriya	Discipline Committee
6.	Ms. Krithika	Design & Communication Committee (Flex & Invitation)
7.	Mr.S.Sureshkumar	Stage & Hall Arrangement Committee
8.	Ms.G.Manjari	Reception & MOC Committee

CSI I/C
Dr. V. Eswaramoorthy, AsP/CSE
Mr. S.Sureshkumar, AP/CSE

HoD / CSE
Dr. V. Shunmughavel

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

21.01.2020

BUDGET PROPOSAL

Computer Society of India, department of CSE has planned to conduct a seminar named **"Importance of Hardware and Networking"** in an attempt to focus on the boom of the future world for the benefit of our students. We look forward your guidance and support in to this grand festival of knowledge on **24ᵗʰ January, 2020.** Below given is the budget proposed for the conduct of the seminar. We seek your permission to expose our excellence in conducting this seminar and to make necessary arrangements in this regard.

S.No.	Particulars	Numbers	Rate per Unit	Total Cost
1	Chief Guest Remuneration Mr.K.Balamurugan Senior HR Manager, Pirai InfoTech, Coimbatore	1	3000	3000
2	Travelling Allowance(Approx) Actuals			3000
			TOTAL(in Rs.)	6000

CSI I/C

HOD/CSE

PRINCIPAL

21.01.2020

From
Dr.V.Eswaramoorthy,
Associate Professor,
Department of Computer Science and Engineering,
SSM Institute of Engineering and Technology,
Dindigul.

To
The Principal,
SSM Institute of Engineering and Technology,
Dindigul.

Through
The Head of the Department,
Department of Computer Science and Engineering,
SSM Institute of Engineering and Technology,
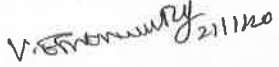Dindigul.

Respected Sir,

     Sub.: Requisition to provide **refreshment and lunch** – Seminar organized by CSI – reg.

This is to bring to your kind notice that Computer Society of India, department of CSE is going to organize a seminar on "Importance of Hardware and Networking" on **24th January, 2020**. In this regard, we kindly request you to provide refreshment (10.30 am and 3.30 pm) and lunch (1.10 pm to 2.00 pm) for **4** members. I request you to provide the same.

<div align="center">Thank you,</div>

Yours truly,

V.எஸ்வரமூர்த்தி 21/1/20
(Dr. V. Eswaramoorthy)

HoD

PRINCIPAL

21.01.2020

From
Dr.V.Eswaramoorthy,
Associate Professor,
Department of Computer Science and Engineering,
SSM Institute of Engineering and Technology,
Dindigul.

To
The Principal,
SSM Institute of Engineering and Technology,
Dindigul.

Through
The Head of the Department,
Department of Computer Science and Engineering,
SSM Institute of Engineering and Technology,
Dindigul.

Respected Sir,

Sub.: Requisition to provide **Shawl and Book** – Seminar organized by CSI – reg.

This is to bring to your kind notice that Computer Society of India, department of CSE is going to organize a seminar on "Importance of Hardware and Networking" on **24th January, 2020**. In this regard, we kindly request you to provide Shawl (2 No's) and Book (2 No's). I request you to provide the same.

Thank you,

Yours truly,

(Dr. V. Eswaramoorthy)

HoD

PRINCIPAL