



SANKETIKA VIDYA PARISHAD ENGINEERING COLLEGE
P M Palem, VISAKHAPATNAM – 530 041
Academic Year: 2023-24
MEDICAL CARE CELL
CIRCULAR

Date:07/08/2023

All the members of the Medical Care Cell are requested to attend the meeting scheduled on 09/08/2023 in the F12 room at 3.30pm with the following agenda:

1. Review of agenda points discussed in previous meetings.
2. To discuss on July month, monthly report of Medical care cell.
3. To check the availability of first aid boxes in labs, HOD cabins and at sports room.
4. To encourage more number of students and staff to join in medical care cell.
5. To discuss regarding health report cards for providing to the new students and staff.
6. To discuss about the yearly report of MCC Committee.

All the members of the Medical care cell committee should attend the meeting without fail.

Coordinator

Copy to:

1. **Principal for information.**
2. **To all members of the committee and to disseminate to their dept
Counsellors/Mentors**
3. **file**

PRINCIPAL

Sanketika Vidya Parishad
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P.M Palem, Visakhapatnam-41