

**GOVERNMENT COLLEGE (A) RAJAHMUNDRY, E.G.DT**  
**DEPARTMENT OF PHYSICS**  
**STAFF RESOLUTIONS**

03 January 2025

The Faculty of Department of Physics met in the MANA TV room(room no. 86) under the In-charge of Smt Ch. Komala Lakshmi, HOD of Physics & Electronics , at 3.30 PM on 03<sup>rd</sup> January 2025 to discuss the following Agenda:

**Agenda:**

1. Action Plan for BARC Workshop.
2. Expected Participants.
3. Permission to sanction an amount in advance from the Principal

**Discussion**

The Head of the Department and the Faculty of Physics discussed various issues on the following:

- As BARC- DAE BRNS-IANCAS workshop is going to schedule from 3<sup>rd</sup> Feb. 2025 to 7<sup>th</sup> Feb.2025, the action plan regarding the workshop should be prepared starting from requirements allocation of various committees and their duties and responsibilities to be given awareness.
- As this workshop is purely related to hands on experience and off line mode, the participants are limited and we have to consider first come first basis.
- The faculty discussed to prepare estimations for the workshop budget and seek permission to sanction an amount in advance so as to meet at first minimum expenses.

**Resolutions**

- It is resolved to circulate the brochure to all depts. And also various educational institutes who can participate through out national wide. Also resolved to allocate committees with one convenor and 3 members related to Receiving, purchasing, Flyers and Banners, Registration, food and accommodation etc for smooth organisation of workshop and distribution of woks.

- As the workshop is purely off -line mode and afternoon sessions are related to hands-on experience, and as per the instructions of BARC norms it is limited to 70 -80 participants. Hence awareness should be given that it will be considered first comes –first basis only.
- It is resolved that the estimated budget for this workshop will around 4.5 lakh for 5 days.

The details are as follows

S.no	Description	Estimated amount in Rs.
1.	Resource person food and accommodation for 5 days	1,00,000/-
2.	Participants food and snacks for 5 days	2,25,000/-
3.	Flyers, banners, decorations , ID cards and certificates	25,000/-
4.	Shawls, bouquet , mementoes etc	15,000/-
5.	Bags ,scribbling pads and pens @ 750/- per head	75,000/
6.	Miscellaneous	10,000/-
Total		<b>4,50,000/-</b>

Hence the estimated amount is around rupees Four Lakh fifty thousand only.

Also it is resolved to meet the above expenses , the faculty expressed to go for sponsorship through various firms/industries/ banking sector wherever possible may be as their part of CSR activity to their extent of feasibility.

It also resolved unanimously to seek permission for our Principal to sanction an amount in advance Rs.1,50,000/- (one lakh fifty thousand only) to meet the immediate expenses.

Signature of the Faculty:

Name of the Faculty	Signature of the Faculty	Name of the Faculty	Signature of the Faculty
Dr. Lt. Esub Basha shaik		Dr. K. Suresh	
Smt. B. Durga Lakshmi		Sri V. Srinivasa Rao.	
Sri G. Srinivasa Rao		Sri J. Niranjana Rao	
Sri K. Venkateswara Rao		Smt. P. Padmavathi	
Dr. D. Sanjeev kumar		Dr. B. Lakshmana Rao	
Sri Y. Ramu		Dr. Ch. Ch. Srinivasu	
Dr. B. Gowri Naidu		Dr. P. V. S. S. N. Reddy	
Dr. B. Harinadth Reddy		Sri B. Rajasekhar	
Sri H. Sudhakara Rao		Sri N. Venkanna Babu	
Dr. K. Bhargavi		Sri B. P. V. V. B. Narasimha Rao	
		G. Padma	

03/01/25  
Signature of the HOD.