**Template for Departmental Activity Report**







Janata ShikshanSanstha’s

**Kisan Veer Mahavidyalaya,Wai**

**Department of N. C. C.**

**[Sample Report)**

**Collection of Offerings during Ganesh Immersion**

**Report**

While Ganesh immersion people put offerings in river, which pollute water and harm nature as well, to aviode and make people aware about it on behalf of Kisan Veer Mahavidyalaya, the department of NCC organized **“Collection of Offerings during Ganesh Immersion”** at different Ghats on Krishna River on 07-09- 2019.

Almost 100 cadets collected offerings with request from people and gave the message to people of keeping river clean. Collected offerings were handed over to Wai Municipality for disposal, Lieutenant Sameer Pawar controlled the program.

 **Dr. C. G. Yeole Lieutenant Sameer Pawar**

 Principal NCC Officer

Kisan Veer Mahavidyalay,Wai NCC Unit

**2. Activity Permission Letter of Principal**

**Paste the PDF**

**4. 4.Guest Correspondence:**

 **Letter of Invitation & Thanking Letter**

**Paste the PDF**

**3. Invitation Card / Brochure if available**

**Paste the PDF**

**Combine all documents together and prepare one pdf document and upload it on respective activity menu of College Website.**

**Caption**

**Caption**

**Paste the PDF**

**Paste the PDF**

**Caption**

**Caption**

**Paste the PDF**

**Paste the PDF**

**5. Geo-tagged Photos With Caption**

**Paste the PDF**

**5. Attendance Sheet:**

 **Including Teachers, Students
(Male & Female) Attendance**