



# ASSAM ENGINEERING COLLEGE

# FORM 7

GUWAHATI, JALUKBARI – 781 013

**PROJECT: TEQIP-III**

**REPORT OF COORDINATOR**

**FORM-7: REPORT OF EVENT ORGANISED UNDER TEQIP-III**

Sanction No: \_\_\_\_\_

Date: \_\_\_\_\_

1. Name of the department : \_\_\_\_\_
2. Title of the FDP/ Conference/ Workshop/ Seminar : \_\_\_\_\_
3. Dates of event : From \_\_\_\_\_ To \_\_\_\_\_
4. Name of the Coordinator(s) (with contact no's) : \_\_\_\_\_
5. No. of Participants : In-house: \_\_\_\_\_ Outside: \_\_\_\_\_
6. Participation demographics : TEQIP Institutions: \_\_\_\_\_ Non-TEQIP Institutions: \_\_\_\_\_

GENERAL			OBC			MOBC			SC			ST			TOTAL		
M	F	O	M	F	O	M	F	O	M	F	O	M	F	O	M	F	O

M-Male, F-Female, O-Others

7. No. of faculty members benefited by the FDP/ Conference/ workshop/ Seminar : \_\_\_\_\_  
    Within the department : \_\_\_\_\_  
    Other department : \_\_\_\_\_
8. Total Income from external participants : \_\_\_\_\_
9. Total expenditure incurred for the FDP/ Conference/ workshop/ Seminar : \_\_\_\_\_
10. Amount generated for Corpus fund (if any) : \_\_\_\_\_  
(Internal Revenue Generated, IRG)
11. Do all stake holders have a PFMS Vendor code(s) : **Yes / No**  
    If yes, please provide the PFMS Vendor code(s) for all stake holders in form 6.  
    If no, Please fill in the vendor details in **form 3**([www.aec.ac.in/TEQIP-III/downloads](http://www.aec.ac.in/TEQIP-III/downloads))

<b>Event Coordinator(s)</b> (Signature)	<b>Departmental TEQIP Coordinator</b> (Signature)	<b>Forwarded by</b>  <b>Head of Department</b> (Signature)
<b>Enclosures:</b> <ol style="list-style-type: none"><li>01. Summary of technical report</li><li>02. List of resource persons, List of participants &amp; Registrations forms</li><li>03. Programme schedule</li><li>04. Detailed statement of expenditure (Form 6)</li><li>05. Copy of brochure &amp; Sample Certificate</li><li>06. Photos of FDP/ Conference/ workshop/Seminar</li><li>07. Attendance Sheet, Feedback Form</li><li>08. Details of IRG. IRG GENERATED HAS TO BE SUBMITTED TO THE A/C OF PRINCIPAL AEC.</li><li>09. Any other relevant data</li></ol>		
<b>FOR TEQIP-III OFFICE USE ONLY</b>		
<b>Verified by</b>  <b>Nodal Officer-Academic</b> (Signature)	<b>Checked by</b>  <b>Coordinator, TEQIP-III</b> (Signature)	<b>Accepted by</b>  <b>Principal, AEC</b> (Signature)

**TO BE SUBMITTED TO THE TEQIP-III OFFICE WITHIN ONE WEEK OF CONDUCTION OF THE EVENT**



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