



**Sub:-** Alternative charge arrangements of Principal – Regarding

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**Mr. G.Rajasekharam, Vice Principal & Dean Academics** will look after the routine duties of the Principal, who will be leave on 06-02-2018(Tuesday) & 07-02-2018 (Wednesday).

**PRINCIPAL**

**Copy to:**

1. **Secretary Sir – for kind information**
2. **Correspondent – for kind information**
3. **Vice Principal & Dean Academics: for information**
4. **Assistant Principal – Admn.: for information**
5. **All HODs – CE/EEE/ME/ECE/CSE/S&H/MBA/Diploma: for information**
6. **OIE: for information**
7. **Library : for information**
8. **A.O.: for information**