

## Department meeting

Dept. meeting was conducted on 12/02/2023 in the Department of Microbiology.

### Agenda -

- 1) Purchase of Microbiological medium, lab Equipments, Glassware, and Miscellaneous items for conduct of practicals for both MZC & FMZC students.
- 2) Arranging field trips to final year MZC & FMZC students.
- 3) Arranging Lab to school programme.
- 4) Lab Sanitation & Microscope Repairs.

### Resolutions :-

- 1) Resolved to request the principal to give permission to purchase necessary equipment, medium, chemicals, Glassware and miscellaneous items for conduct of practicals for MZC & FMZC students.
2. Resolved to request the principal to sanction an amount of Rs. 30,000/- (Thirty thousand only) for field trip to Bioprocess lab Samalikota } Travel Expenses  
Biocontrol lab Kakinada } Lunch +  
SIFT, Kakinada } Refreshment for  
Coring mangrove, Kakinada } students
3. Resolved to request the principal to sanction an amount of 2,000/- (Two thousand only) for field trip to CTRI Rajahmundry.
4. Permission to arrange lab to school programme

I. T. Sibi  
(Dr. T. Sujatha)

Sibi  
12/2/23