

Date: 07/03/2025

**Office Note: Submitted to the Hon'ble Director**

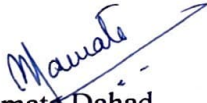
Sir, you are aware that as per academic planning, we have to organize one-day industrial visit at Jain valley and Gandhi Research Foundation for BBA 1<sup>st</sup> year students.

Accordingly, for organizing 1-day Industrial visit at Jain valley and Gandhi Research Foundation on 11<sup>th</sup> March 2025, for the students of BBA (I year). It is in regard, its humble request to you sir to kindly accord administrative approval to the following:

- ✓ 1. Permission to organize 1 day Industrial visit at Jain valley and Gandhi Research Foundation.
- ✓ 2. Permission to bring 57 students of BBA second year and 04 faculties.
- ✓ 3. Permission to pay Rs. 300/- per person, which includes Bus facility (Pick and drop from Institute to valley), Lunch, Gandhi research foundation fees and Jain valley plant visit.
- ✓ 4. Permission to take cash advance of Rs. 18500/- to pay the bills at industry.
- ✓ 5. From faculty, 04 faculties to join this visit.
- 9 6. Permission to print a banner of KCES's Institute of Management and Research, Jalgaon logo in 3X2 size.

  
07/03/25

Puneet Sharma  
T&P Officer



Dr. Mamata Dahad  
Director School of Management Studies

  
07/03/2025

Prof. Dr. B. V. Pawar  
Director