



Ref No: SVMCH & RC / HRD (F) / CIRCULAR – 13 / 2025

13.06.2025

CIRCULAR

This is to inform that a training session will be conducted on **25.06.25 & 27.06.25** between **02.00 PM and 04.00 PM** to all the faculty members in the college Sai Lecture Theatre which is mandatory for NABH Surveillance audit. All HOD's of concerned departments are requested to spare 50% of the faculty in all cadres for the 2 days session in order to complete the hands on training to cover up all faculty. HOD's are also requested to undergo the training without fail. Necessary documents should be filled and handed over to the trainer during training session.

S. No	Training Topic	Trainer name & Dept	Date & Time
1	MANAGEMENT OF MEDICATIONS	Dr. A. Arvinth – Assoc. Prof Dr. C. Indumathi – AP (Pharmacology)	25.06.25 (Wednesday) & 27.06.25 (Friday) 2.00 pm to 4.00 pm

2.16
13/6/25
DIRECTOR

To:

- All HOD's of Pre, Para & Clinical departments (with the their faculty members)

Copy To:

- The Chairman (by e-mail)
- COO
- Dean Research & PG Academics
- MS
- DMS's
- VP's
- IQAC Coordinator
- NABH Coordianator
- Special Officer
- DGM
- AO ©
- Academic Manager
- HR – Manager (Faculty)
- Guard file

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