



Ref.: SMEC/TPC/2023-24/02

Date: 08-11-2023

## CIRCULAR

Transport Committee meeting is scheduled on 10<sup>th</sup> November 2023 at 12:45PM in the E Class room: 4008 at JC Block, SMEC. All the committee members are requested to attend the meeting.

### Agenda:

1. Report on the safety measures implemented within the transportation department.
2. Updates on vehicle maintenance schedules and any recent issues.
3. Discussion on expenditures and any route adjustments needed.
4. Review of feedback received from students regarding transportation services.
5. Consideration of new technologies, routes, or partnerships.
6. Review of Previous Meeting Minutes.

  
Convener

Cc to: 1) The Chairman & Executive Director - For kind information  
2) The Principal  
3) The IQAC  
4) Deans & HODs