

DA/10606
01/04/19

From

N.M.Masoodhu Banu

Prof & Head, Biomedical Engineering Department

Vel tech Rangarajan Dr.Sagunthala R&D Institute of Science and Technology

Chennai

To

Director Academics

Vel tech Rangarajan Dr.Sagunthala R&D Institute of Science and Technology

Chennai

Respected Sir

Sub: Requisition for On Duty to attend Wipro's Academic Leaders Workshop

I would like to bring to your kind notice that, I have been invited to attend Wipro's Academic Leadership Workshop which will be held in Bangalore from 8th April to 10th April. In this regard I request your permission for attending the same and also to sanction the amount Rs 4000 for travel related expenses.

Thanking You

G24.0.2

Yours sincerely

N.M. Masoodhu Banu

Prof. Dr. techno. Koteswara Rao Anne
Director Academics

Vel Tech
Rangarajan Dr. Sagunthala
R&D Institute of Science and Technology
(Deemed to be University Est. up to 1980 Act, 1980)

C-2690-BPO-Medical

TalentNext



Academic Leadership Workshop Participation Certificate

Dr N M Masoodhu Banu

participated in this program conducted at
Wipro Limited, Electronic City, Bangalore

8 - 10 April, 2019

Anurag Seth
Anurag Seth

Vice President & Head - Talent Transformation

P. B. Kotur

P. B. Kotur
General Manager & Head - TalentNext

I confirm the same.

Thank you

Banu

On Fri, Mar 29, 2019 at 10:55 AM manoj.jauhari@wipro.com <manoj.jauhari@wipro.com> wrote:

Dear Dr N M Masoodhu Banu,

Greetings from Wipro!

Thanks a lot for accepting our invitation for attending the **Academic Leadership Workshop** exclusively designed for you as part of our TalentNext (as Misison10X) initiative.

This workshop is aimed at enabling you with the latest happening in IT and Wipro along with Academic Leadership focus.

As already informed, you will have to kindly arrange your travel to/from Wipro. Wipro will gladly host you during workshop (Stay and hospitality) during your stay at Wipro.

Please note the below points –

1) **Agenda:** The **Academic Leadership Workshop** is a 3-day event organized from **Mon 8th April to Wed 10th April 2019**. The workshop is activity-based and focuses on leadership modules and technological know-how in the current context of Digital disruption.

2) **Accommodation:** Your stay has been confirmed in **Wipro's Guest house** in Electronic City, Bengaluru from **Sunday, 7th April to Thursday, 11th April, 2019**.

As the Workshop registration starts at 8.30 AM on Monday 8th April, you are kindly requested to check-in to our Guest house by Sunday evening 7th April.

Kindly reply to this mail and confirm the expected time of your arrival at Wipro Guest House.

The address of the guest house is –

Wipro Limited,

Guest House (Tower 19, EC4)

Electronic City, Hosur Main Road, Bengaluru – 560100

Guest Pass: After reaching Wipro Electronic City office, kindly collect your **guest pass** from **Gate 10** and proceed to the **Wipro Guest house (Tower 19)**. Kindly carry any one of your Government ID card for ID proof.

3) **Dress code:** This being a 3-day workshop, you are requested to choose a business casuals and smart casuals to make yourself comfortable during the sessions.

4) **Workshop Venue:** The registration for the workshop will be conducted from 8.30 AM to 9.00 AM on Monday, 8th April at **FLINT Classroom, Tower-20, Ground floor, EC4 Facility**. Please reach the Venue at 8.30 AM for registration process.

5) **Point of contact:** Below shall be your points of contact for any queries/help –

• Manoj Jauhari – 9900115164

• Suresh Balakrishnan – 8088231707

4/1/2019, 11:43 AM