

Anjuman-I-Islam's
M. H. Saboo Siddik Polytechnic

8, Shepherd Rd, New Nagpada, Byculla, Mumbai – 400008

Ref. No. MHSSP/EST/ 132 /2024

Dt. 19th January, 2024

OFFICE ORDER

Ref: MSBTE/D-56/EC/2022/5828 Dated. 26th September, 2022

Sir/Madam,

Under the directives of MSBTE, Mumbai cited above, following faculties have been appointed as Incharge / members of "Soft Skill Training for Students" committee at institute level till further order. The performance of said committee will be evaluated based on the preservation, documentation and preparing the report of all events being organised/conducted at Dept and Institute level. This evaluation score will be considered in your 360 degree feedback score.

Sr. No.	Name of Faculty	Designation
1	Mrs. Khan Tehseen, Lecturer (Sr. Scale) in English	Chairman
2	Mrs. Sharmin Shaikh, Lecturer, Civil Engg. Deptt.	Member
3	Mr. Poonawala A. K, Mechanical Engg. Dept.(Aided)	Member
4	Rumana Zameer Shaikh, Lecturer, Electronics Engg.	Member
5	Mrs. Jothi Jagaldas, Lecturer (Sel. Grade), Electrical Engg.	Member
6	Mrs. Kausar Akumala, Lecturer (Sel. Grade), Computer Engg.	Member

All members are directed to keep all documentation of concerned committee and submit monthly progress report as required by the undersigned.


PRINCIPAL



To,
Mrs. Khan Tehseen,
Lecturer (Sr. Scale) in English
M. H. Saboo Siddik Polytechnic, Mumbai.

c.c:

1. Heads of Department – CE/EE/ME(A)/CO for necessary action
2. The above members
3. 1st Year Coordinator/Registrar