

PROPOSAL FOR ORGANIZING AICTE-VAANI Workshop

Ref. No.: ECE/AICTE/VA-01

Date: 08-10-2026

To: The Principal

Through: Head of the Department

Subject: Request for approval and sanction of ₹ 2,00,000 for conducting AICTE VAANI Workshop on "EMERGING TRENDS IN NEXT GENERATION COMMUNICATION TECHNOLOGIES" – reg.

Title	AICTE-VAANI Workshop on "EMERGING TRENDS IN NEXT GENERATION COMMUNICATION TECHNOLOGIES"
Organized by	Department of Electronics & Communication Engineering
Programme coordinators	Dr. Leesah Paul Dr. Sanish V S
Targeted audience	Faculty/Research Scholars /PG Students from AICTE Approved Institutions (Expected participants: 60)
Date	25 th , 26 th and 27 th November 2026
Time (Start & End)	9.30AM- 4.30PM
Venue & Mode	D & A Lab, ASET Offline
Resource person	Experts from Industry and Academia
Requirements	
Expected outcomes	Upon successful completion of the workshop, participants will be able to: CO1: Understand the fundamental architecture, theoretical frameworks, and recent advancements in next-generation wireless systems, including 5G/6G, satellite, and drone-assisted communication networks. CO2: Analyze modern physical layer and networking challenges in wireless broadband, Wi-Fi 7, and IoT frameworks CO3: Apply modern engineering concepts to evaluate AI-powered network solutions, edge computing, cloud communications, and cyber-security protocols in telecommunications. CO4: Explore standard industrial practices, government regulations, and telecom infrastructure deployment through direct technical interaction with domain experts from industry (BSNL/DoT) and academia (IITs/NITs). CO5: Identify open research challenges and interdisciplinary project directions suitable for academic publications, higher research (PG/Ph.D.), or entrepreneurial innovation in next-generation ICT.

Enclosures

1. Details of the programme / proposed schedule 2. Flyer

Budget estimate

Sl. No.	Budget Head	Amount (₹)
1	Honorarium to Coordinator	6,000
2	Honorarium to Co-Coordinator	4,000
3	Honorarium to Computer Operator/Lab Technician	3,000
4	Honorarium to Experts/Resource Persons	50,000
5	TA/Conveyance to External Experts/Resource Persons	50,000
6	Refreshment & Lunch	50,000
7	Consumables, Inaugural & Valedictory Function and Miscellaneous Expenses	15,000
8	Books & Study Materials for Participants	22,000
Total	Maximum AICTE-VAANI Grant	₹ 2,00,000

Reimbursement of Expenditure by AICTE

As per the AICTE-VAANI guidelines, the financial assistance of up to ₹2,00,000/- is **reimbursable against the actual expenditure incurred**, after successful completion of the workshop and submission of the requisite documents. The sanctioned amount is therefore subject to the actual admissible expenditure and the prescribed head-wise limits.

After completion of the workshop, the institution is required to submit the prescribed **Utilization Certificate (UC), Statement of Expenditure (SoE), original supporting bills/GST documents and other mandatory programme documents** to AICTE for processing of the reimbursement.

Therefore, I kindly request that the institution may **accord permission to incur the necessary expenditure for the conduct of the workshop as per the sanctioned AICTE-VAANI budget heads**, with the eligible expenditure subsequently claimed from AICTE for reimbursement, subject to the AICTE norms and actual admissible expenditure.

Institutional Support Requested

In addition to the sanctioned AICTE-VAANI expenditure, I request the kind approval of the Principal for the following arrangements:

1. Conveyance/Local Transportation:

Necessary conveyance/local transportation arrangements for the invited resource persons, wherever required, in accordance with institutional rules.

2. Accommodation for Resource Persons:

Suitable accommodation for invited resource persons who require overnight stay at Palakkad during the workshop.

3. Accommodation/Support for Eligible Participants:

Necessary accommodation/support for eligible participants coming from outside Palakkad, subject to institutional norms and availability.

4. Venue and Technical Facilities:

Seminar hall, audio-visual facilities, internet connectivity, registration facilities and other infrastructure required for conducting the workshop.

5. Administrative and Logistical Arrangements:

Reception and hospitality of resource persons, registration, certificates, publicity, documentation, photography and other necessary arrangements for the successful conduct of the programme.

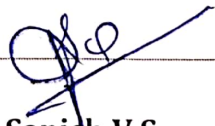
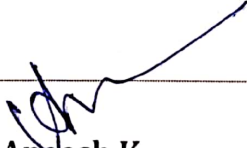
The workshop is scheduled for **25-27 November 2026**, as specified in the approved programme schedule.

In view of the above, I kindly request you to:

- ✦ Approve the conduct of the AICTE-VAANI workshop from 25th to 27th November 2026;
- ✦ Approve the proposed AICTE-VAANI budget of **₹2,00,000/-**;
- ✦ Permit the institution to incur the approved expenditure initially, with the eligible amount to be claimed from AICTE as reimbursement after successful completion and submission of the required documents;
- ✦ Approve the necessary conveyance/local transportation arrangements for the resource persons;
- ✦ Approve accommodation and hospitality arrangements for the invited resource persons and eligible participants, as per institutional rules; and
- ✦ Provide necessary administrative and infrastructural support for the successful conduct of the programme.

I assure you that all expenditure will be incurred strictly in accordance with the applicable AICTE-VAANI norms and institutional procedures, and the necessary supporting documents will be maintained for submission to AICTE.

I request your kind approval and necessary directions for the smooth and successful conduct of the programme.

 Dr. Sanish V S Assistant Professor, ECE AICTE-VAANI Co-Coordinator Ahalia School of Engineering & Technology Palakkad	 Dr. Aneesh K HOD-ECE Ahalia School of Engineering & Technology Palakkad	 Dr. P. R. Suresh Principal Ahalia School of Engineering & Technology Palakkad
--	---	--