



Medical Education Unit
Government Medical College,
Majura Gate, Surat



NO. MCS/MEU/ 12 /2022

Date: 25/8/2021

Meeting of MEU members is planned on 24-8-21 at 3:30 pm in MEU room on second floor.

Agenda:

1. Planning for upcoming RBCW workshop (6th-8th September 2021).


First MEU coordinator welcomed all and informed about the planning of next RBCW. All the required logistics were discussed due to COVID situations and all precautions and COVID guidelines were seen to follow.

In the meeting, scientific Programme (Timetable) of the upcoming workshop was discussed in detail and topics were assigned between MEU members and resource persons.

This was followed by discussion of the worklist for the workshop with allotment of work for everyone including stationary, Resource material printing, Food and catering, certificate printing, audiovisual etc.
College council room was decided as the venue for the workshop.

A Junior clerk from Students section was assigned to help in typing and other technical work of MEU, as and when required. MEU coordinator thanked the members and concluded the meeting.


MEU Coordinator
Government Medical College
Surat


Dean
Government Medical College
Surat