

# SEETHALAKSHMI RAMASWAMI COLLEGE



(Autonomous)  
Affiliated to Bharathidasan University  
TIRUCHIRAPPALLI  
Accredited with A+ by NAAC (4<sup>th</sup> Cycle)



PG & Research Department of Chemistry  
&  
Internal Quality Assurance Cell (IQAC)

Organises

Professional Development Programme For Non Teaching Staff



**Resource Person**

**Dr. A. Subashini**

Associate Professor

PG & Research Department of Chemistry  
Seethalakshmi Ramaswami College  
Tiruchirappalli-02

**Topic : Best Practices in Record Keeping**

Date : 02.04.2025 (Wednesday)

Time : 2.30 p.m.

Venue: Room No 74

**All are cordially invited**