



Undertaking for Conducting Student Events/Festivals

I/we _____ organizer of _____
which is to be organized on _____ (timings: from: _____ to: _____),
I/we hereby undertake the following:

1. Students who will attend the event will maintain decorum/discipline as per Institute norms.
2. Students will carry ID card (either soft/hard copy).
3. No students will be drinking/smoking any prohibited substance or they will not enter the venue in a drunk state.
4. No music/loud sound will be played before 6:00 pm and music will be turned off before (09:00 pm), however the event can continue up to 10:00 pm.
5. Event organizer will maintain the high court sound limit direction of maintaining sound level less than 75 dB.
6. Event organizer will use the speaker issued by the Dean (Students) Secretariat or any other speaker not more than 2,000 W.
7. Event organizer will bear all the event related expenditure and damages (if any).
8. Event organizer will maintain a written record of all the students who will attend the event. This record will be submitted to the Chief Warden's Office after the event.
9. If any of the above points is violated and/or there is damage to Institute property appropriate disciplinary action against organizer(s) can be initiated.

Signature(s): _____

Date: _____

Phone Number: _____

Venue _____ (organizer have to seek permission from whoever is in-charge of the venue)

Approximate numbers of participants _____

Faculty members who will oversee the event, Name:

(i) _____ (ii) _____ (iii) _____

Signature: _____

Date: _____

(Note: Kindly submit the event undertaking form at least 4-5 working days before the event)



Details of organizing team (student volunteers):

Sl. No.	Name	Roll No.	Contact Number
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Copy to: Security Officer, to make sure the above-mentioned points are followed by the students.

Competent Authority's Approval: