



REGIONAL APPRENTICESHIP DAY 2023 (02nd September 2023)

TENTATIVE CALENDAR DATES

Sl. No.	Description of Event Items	Target Date
1	Preparation & sending of sponsorship form to potential organizations	15th April 2023 - 30th April, 2023
2	Preparation of Nomination Forms and finalization of parameters for Selection of Nominees/ Brochure for RAD-2023	01 st April,2023 - 30 th April,2023
3	Seeking Nomination	01 st May, 2023 – 30 th June,2023
4	Booking of Hall/ Decoration/ Catering	15 th May,2023 – 15 th June, 2023
5	Finalization of Nomination	01 st July,2023 – 15 th July,2023
6	Arrangement of Cultural Programme / Anchor/ Media/ Photographer/ Sponsorship	01 st July,2023 – 31 st July,2023
7	Preparation of Guest List	15 th July,2023 – 31 st July,2023
8	Preparation of Invitation card/Teaser	15 th July,2023 – 31 st July,2023
9	Confirmation of Participation of Nominees	15 th July,2023 – 31 st July,2023
10	Booking of Accommodation for Guests and Nominees	31 st July,2023 – 15 th August,2023
11	Finalization of Guests List for Dias	31 st July,2023 – 15 th August,2023
12	Certificate and Memento finalization and print of certificate	31 st July,2023 – 15 th August,2023
13	Selection of Award winners name	01 st September, 2023
14	Celebration of RAD	02 nd September, 2023

