

PEOPLE'S COMMITTEE OF THAI BINH
PROVINCE
THAI BINH MEDICAL COLLEGE
No: 87/KH-CDYT

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness
Thai Binh, Date 30 August 2022

PLAN ORGANIZING THE OPENING CEREMONY OF THE 2022-2023 ACADEMIC YEAR

To:

- Heads of Departments
- Homeroom teachers, Academic advisors
- Student classes

Implementing the Resolution of the Party Committee dated August 27, 2022, regarding the organization of the Opening Ceremony for the 2022-2023 academic year; Thai Binh Medical College develops the following plan and assigns specific tasks to collectives and individuals as follows:

I. PURPOSE:

- To create a joyful and enthusiastic atmosphere among the school's staff, teachers, and students to welcome the new academic year 2022-2023, leading up to the celebration of Vietnamese Teachers' Day on November 20.
- To enhance students' sense of organization, discipline, study, and training; promote studying and following the moral example and style of Ho Chi Minh.

II. CONTENT:

1. Time of organization: From 8:00 AM to 10:00 AM on September 7, 2022 (Wednesday)
(with detailed program attached)

2. Participants:

- Invited guests: Leaders of the General Department of Vocational Education, Leaders of the Provincial People's Committee; Leaders of relevant Departments, agencies, and training institutions.
- Representatives of staff and lecturers: Party Committee; Board of Directors; Heads and Deputy Heads of Departments; Lecturers; Homeroom teachers; Academic advisors; collectives and individuals receiving awards.
- All first-year students: Class monitors of second-year and third-year classes, and students receiving awards (approximately 300 delegates).

3. Venue: Auditorium, 7th floor

4. Task assignments for departments:

4.1. Youth Union:

Coordinate in preparing the welcome art performance program; The program duration is

- Select 20 student volunteers to serve as guest reception staff;

4.2. Department of Training Management -R&D: Contact and coordinate with partners to finalize content and cooperation agreements.

4.3. Department of Administration and Organization:

- Develop plans, estimate material facilities, and organize logistics support;
- Print and send invitations; set up stage, decorate, rent LED screen, sound and lighting;
- Prepare for commendation of staff block

4.4. Department of Student Affairs:

- Coordinate with the Youth Union to manage students throughout the organization of school anniversary activities.
- Guide student classes to sit in designated positions and manage students before and during the program; Select parent representatives to speak.
- Propose and prepare for student commendation, notify and invite students to receive awards.

4.5. Department of Finance and Planning: Prepare funding and delegate allowances

4.6. Communication Department (Mr./Ms. Hoang, Bao, Quang, Quynh): Prepare facilities and transmission lines to project program content. Publicize and promote new academic year opening activities.

4.6. Other faculties and departments: Responsible for coordinating with the above departments to carry out tasks as assigned by the Organizing Committee.

5. Assignment of tasks to individuals during the Opening Ceremony.

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+ Reception Department, welcoming guests in the meeting room (wearing Ao Dai) includes:

1. Ms. Ha Thi Len - Head of Faculty of Basic Sciences - Head of Committee
2. Ms. Nguyen Thi Mien - Department of Administrative Organization
3. Ms. Pham Thi Ngoc Anh - Department of Training Management -R&D
4. Mr. Bui Tuan Anh - Department of Training Management -R&D
5. Ms. Nguyen Thi Bao Tram - Faculty of Basic Medicine
6. Ms. Tran Thi Ngoc Anh - Lecturer, Faculty of Basic Medicine
7. Ms. Nguyen Thi Yen - Faculty of Clinical Practice

+ Welcoming guests in the 1st floor lobby area and Elevator

1. Mr. Tran Quoc Bao - Department of Training Management & R&D - Team Leader
2. Mr. Nguyen Huu Giang - Department of Inspection, Quality Assurance & Accreditation
3. Mr. Nguyen Anh Tuan - Department of Training Management & R&D
4. Mr. Pham Tung Son - Department of Administrative Organization
5. Mr. Tran Nhat Tuan - Lecturer, Faculty of Basic Medicine

6. Ms./Mr. Nguyễn Thị Vân Anh - Lecturer, Clinical Department
7. Ms./Mr. Nguyễn Thị Nhạn - Department of Inspection and Examination
8. Security and 20 volunteer students to welcome guests from the school gate to the lobby of the 7-story building.

General Regulations:

- For invited delegates and school staff seated at tables and delegate chairs
Dress code for school staff: Males wear white shirts, dark pants
Females wear traditional Ao Dai
- For Students:
 - + Sit in assigned seats.
 - + Dress code: Wear white shirts, dark pants
 - + Do not talk or do personal work during the ceremony.

This is the plan for organizing the Opening Ceremony for the 2022-2023 academic year. The School Board requests all departments to promptly implement it.

Recipients:

- Provincial People's Committee;
- As above;
- Archive (TC, VT).

FOR THE PRINCIPAL

VICE PRINCIPAL

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Nguyen Thanh Son