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To  
The Principal Sir,

**Subject: Request for Permission to Conduct "Upgrade Yourself: Health, Hygiene & Anti-Ragging Awareness Program"**

Respected Sir/Madam,

I hope this message finds you well. I am writing to seek your kind permission to organise a workshop titled "Upgrade Yourself: Health, Hygiene & Anti-Ragging Awareness Program" for the students of your esteemed institution.

With due respect, as the authorised vendor of BG Distributors Pvt. Ltd. of P&G, we request permission to conduct a flagship awareness program within your institution on behalf of P&G.

The primary objective of this program is to promote awareness about personal hygiene, healthy lifestyle practices, mental well-being, self-development, and to foster a safe and respectful campus environment. Through interactive sessions, students will gain practical knowledge that enhances physical well-being, builds confidence, and encourages positive behaviour.

In addition, the program will include a focused discussion on ragging awareness, highlighting its psychological and emotional impact on students. The session will educate students about anti-ragging laws, institutional policies, reporting mechanisms, and the importance of mutual respect to ensure a safe and inclusive learning atmosphere.

The workshop will include:

- ➡ Guidance on nutrition, fitness, and sleep hygiene
- ➡ Awareness about daily personal hygiene practices
- ➡ Stress management and mental wellness activities
- ➡ Goal-setting and self-upgrade exercises
- ➡ Anti-ragging awareness, its impact on mental health, legal consequences, and available support systems

Each participating student will receive a Certificate of Participation along with a Gillette Guard razor, helping them kick-start their journey of "Upgrade Myself."

This program will be conducted as a 45-minute interactive session and will be offered free of cost to all participants. We believe this initiative will greatly benefit students by promoting healthy routines, responsible behaviour, and a respectful campus culture.

We seek your support and encouragement to make this program successful and beneficial for all students. We are confident that your students will make your institution proud.

Yours sincerely,

Sanjib Das  
7003595657

Team Hygiene & Safalta



PERMISSION GRANTED (YES/NO): Yes

SESSION DATE: 14.01.2026

SIGNATURE: [Signature]

COLLEGE SEAL: \_\_\_\_\_

