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| **Committee Proposal Form** |

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| --- | --- | --- | --- |
| **Entity**  |  | **Date** |  |
| **DEPARTMENT** |  |
| **Name of the Committee**  |  | **Category**  |  |
| **Validity of the Committee**  |  Starting date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Ending Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Reason / Justification to form the Committee**  |
|  |
| **Duties and Responsibilities of the Committee (attach Terms of Reference)**  |
|  |
| **Members of the Committee** |
| **NO.** | **Safeer no.** | **Name** | **Role in the Committee** | **Membership from other Committees** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |
| **6** |  |  |  |  |
| **7** |  |  |  |  |
| **8** |  |  |  |  |
| **9** |  |  |  |  |
| **10** |  |  |  |  |
| **Reporting Authority (REPA)** |
| **Name** |  | **Signature** |  | **Date** |  |
| **To be accomplished by Supervising Authority (SUPA)** |
| **Comments** |
|  |
| **Approval** |
| **Name** |  | **Signature** |  | **Date** |  |

**CC: All relevant stakeholders**