



**Centre for Quality Assurance, University of Vavuniya**

**Format of Annual Progress Report**

Unit / Centre: .....

Report for the Year: .....

1. Meetings conduct by the Unit / Centre

Meeting no	Date	No of participants

2. Workshops / training programmes conducted by the Unit / Centre.

Date	Topic	Target group	No of participants

3. Any other activities conducted by the Unit / Centre

Signature of Director / Chairperson

Date: