



Kerala State Council for Science, Technology and Environment

29/3
31/5/16

Binuja Thomas M. Tech
Scientist - EI

No. C-05/IYP/2016/KSCSTE

25.4.2016

Sir/Madam,

Sub: - KSCSTE – International Year of Pulses – 2016 - reg.

Ref:- Minutes of the meeting of Expert Committee held on 16.4.2016

With reference to the above, KSCSTE has approved your proposal to organize the programmes in connection with International Year of Pulses - 2016. It is decided to offer an amount of **Rs. 15,000/-** towards financial assistance for the programme, subject to the following conditions.

1. Programme Brochure should be sent to KSCSTE well in advance.
2. Eminent speakers/ experts may be invited to handle the sessions organized in connection with the programme.
3. Each programme should be documented. Detailed Report and details of the various activities organized in connection with International Year of Pulses – 2016 along with captioned photographs should be submitted to KSCSTE.
4. KSCSTE should be duly acknowledged in the programme and it should be written in all the brochures, banners, publicity materials, etc. 'Sponsored by Kerala State Council for Science, Technology and Environment'.
5. The activities organized after 31st December 2016 will not be considered for financial assistance.
6. The financial assistance may be utilized to cover the expenditure on organizing expenses, publicity materials, travel expenses, honoraria for resource persons and refreshment. Utilization of the grant for any other purpose other than the approved heads shall not be entertained.
7. The financial assistance will be disbursed to the Head of the Institution, subject to submission of satisfactory Report and audited financial statements.
 - In the case of Govt. Departments/Autonomous institutions under the Government and Universities, audited SE and UC of the Financial Head counter signed by the Head of the Institution is acceptable.
 - In the case of affiliated colleges/ institutions, the audited SE and UC signed by the registered Chartered Accountant, counter signed by the Head of the Institution only acceptable.

2/5/16

The required documents mentioned above should reach this office within one month after the conduct of the programme. However, the documents received after 31st January 2017 will not be entertained for release of payment and such request will be summarily rejected.

Kindly refer the File No. in all future correspondence.

With regards,

Yours faithfully,

Binuja Thomas

The Principal
Christ College
Irinjalakkuda, Thrissur – 680 125

Copy to: **Dr. Tessy Paul P.**, Associate Professor, Dept. of Botany, Christ College, Irinjalakkuda, Thrissur – 680 125

Sasthra Bhavan, Pattom P.O., Thiruvananthapuram - 695 004, Kerala State, India
Tel : 0471 - 2548200-09, EVP - 2543557, 2548222, MS - 2534605, 2548220, CoA - 2543556, 2548248
Fax : 0471 - 2540085, 2534605 e-mail : kscste@gmail.com, www.kscste.kerala.gov.in

Transferred to T. Paul on 31/5/16 Proposal of Csp 18 15m each are separate file