



Kerala State Council for Science, Technology and Environment

12-02-2019

Dr. Anilkumar C
Principal Scientist and Head
Science Education Division

No.C-13/NSD/2019/KSCSTE

Sir/Madam,

Sub:- KSCSTE – National Science Day 2019- Celebrations – reg.
Ref:- File No. KSCSTE/656/2018-NSD

With reference to your proposal, I am happy to inform that KSCSTE has approved to offer financial assistance of ₹10000/- for organizing the National Science Day (NSD) 2019 celebrations, subject to the following conditions.

1. Programme schedule should be sent to KSCSTE well in advance.
2. Activities should be based on the focal theme: “Communicating Science for All” Eminent speakers/ experts may be invited to handle the sessions organized in connection with the programme.
3. Though February 28 is observed as National Science Day, the activities in your institution may be organized on any convenient date in the month of February, but on or before February 28, 2019. The activities organized after February 28, 2019 will not be considered for financial assistance.
4. Each activity should be documented. Detailed report on the various activities organized in connection with NSD - 2019 along with captioned photographs should be submitted to KSCSTE.
5. 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’ and supported by ‘Department of Science & Technology, Govt. of India’.
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. On successful completion of the programme, the Head of the Institution should forward the following documents to The Director, KSCSTE - **Final report on the organized programme including necessary photographs, official bank account details of Head of the Institution, audited Statement of Expenditure and Utilization Certificate in the standard format available in the KSCSTE website. Also send soft copy for all**
8. The financial assistance will be disbursed to the Head of the Institution, only after the successful conduct of the programme, subject to the submission of satisfactory report and financial statements.
9. The required documents mentioned above should reach this office as early as possible after the conduct of the programme. However, the documents received after April 30, 2019 will not be entertained for release of payment and such request will be summarily rejected.

Kindly refer the Letter No and File No. in all future correspondence.
Name of the Programme Co-ordinator: Ms.Tintumol Sunny

Thanking you,

Yours sincerely

Anilkumar C
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To,
The Principal, Christ College (Autonomous), Irinjalakkuda, Thrissur-680125

Ms.Tintumol Sunny, Assistant Professor, Mathematics, Christ College (Autonomous), Irinjalakkuda, Thrissur-680125