



# Kerala State Council for Science, Technology and Environment

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30/11/19

KSCSTE/1806/2019-EMT

21 November 2019

From  
**Dr. K. P. Sudheer**  
Executive Vice President  
KSCSTE

Sir/Madam,

Sub: KSCSTE- Environment Management Training 2019

Ref: 1. Application No. EMT/2019-35 dated 30-07-2019

2. Decision of the Expert Committee Meeting held on 24-08-2019

3. KSCSTE Letter dated 31-10-2019

4. Revised Programme Schedule & T&C Dated 06-11-2019

This has reference to your application submitted to KSCSTE for Environment Management Training 2019 titled " National Training programme on Sensitizing stake holders for responsible institutional waste management". The proposal was evaluated by an expert committee and has recommended to offer financial support for the programme under the following budget heads and subject to following conditions:

Organizing Expenses including Field Study	Honorarium & TA for experts	Publicity Expenses	Publication Expenses	Total Amount (Rs)
55,000/-	22,000/-	5,000/-	10,000/-	92,000/-

1. To conduct the programme with new title as " Clean Campus' – National Training Programme on "Sensitizing stake holders for responsible institutional waste management" from 07-09 January 2020 – (3 Days) at Christ College, Irinjalakuda, Thrissur including a field visit to a common biomedical waste treatment facility and e-waste collection facility, Palakkad, based on revised programme schedule and duly signed Terms and Conditions that was submitted to KSCSTE. A session on legal, policy framework, guidelines etc. related to relevant areas of Environment Management must be included in the training programme. The number of participants in the programme should be ensured as per guidelines.
2. The final legible report with coloured photographs, newspaper clippings for the programme conducted or announced, training module, list and feedback of participants endorsed by Head of Institution and signed by programme co-ordinator must be submitted to KSCSTE.
3. The Head of Institution/organization must furnish audited Statement of Expenditure (SE) and Utilization Certificate (UC) along with Bank account details of Institution (that is attested by both programme coordinator and head of Institution) as per format within One month of successful completion of training programme.
4. The sanctioned amount for the programme will be released by electronic payment. The amount will be disbursed to the Head of Institution, only after the successful conduct of programme and subject to the satisfactory submission of required documents as stated above.
5. It is ensured that the conditions stipulated as per KSCSTE are fulfilled and the programme is implemented as per the guidelines & terms and conditions. The publicity materials prepared for the training programme must be environment friendly in nature and KSCSTE should be duly acknowledged. KSCSTE reserves the right to further restrict/deny payment for any programme, if the conditions and guidelines laid down are not adhered to. All required documents should be submitted to Director, KSCSTE as hard and soft copy (email to: [directorkscste@kerala.gov.in](mailto:directorkscste@kerala.gov.in); coloured scanned copy less than 15 MB). Kindly refer the File No. in all future correspondence.

Thanking you

Yours faithfully

**Dr. K. P. SUDHEER**

To  
The Principal, Christ College, Irinjalakuda, Thrissur-680 125  
Copy to: Programme Co-ordinator- Dr Manju NJ, Assistant Professor, Dept of Geology & Environmental Science, Christ College, Irinjalakuda, Thrissur