

भारतीय सामाजिक विज्ञान अनुसंधान परिषद्

दक्षिणी क्षेत्रीय केंद्र

(शिक्षा मंत्रालय, भारत सरकार)

ओस्मानिया विश्वविद्यालय ग्रंथालय

हैदराबाद - ५०० ००७

**Prof. V. USHA KIRAN** Ph.D.  
Honorary Director

భారత సమాజ విజ్ఞాన పరిశోధన మండలి

దక్షిణ ప్రాంతీయ కేంద్రం

(విద్యా మంత్రిత్వ శాఖ, భారత ప్రభుత్వం)

ఉస్మానియా విశ్వవిద్యాలయం, హైదరాబాద్ - 500 007.

**INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH  
SOUTHERN REGIONAL CENTRE**

(Ministry of Education, Govt. of India)

Osmania University Library, Hyderabad - 500 007.

(O) 040-27098756, 27091524, 27091525, 27682306.

E-mail: srcicssr@yahoo.com; Website: www.icssr-src.org

No.31 /ICSSR-SRC/2022

Date:- 06.05.2022

### Sanction Order

**Sub:-Sanction Partial Financial Assistance - Dr. M. Buchaiah - Govt. Degree College - Onsite Two Day Seminar on "Impact of Covid-19 Pandemic on MSMEs: challenges and opportunities" from 21.03.2022 to 22.03.2022 - reg...**

Dear Sir,

Sanction of the ICSSR - SRC is hereby accorded for the payment of an amount of Rs.70,000/- (Rupees Seventy Thousand Only) **Dr. M. Buchaiah**, Assistant Professor, Dept. of Commerce, Govt. Degree College, Srisailam Project, Nandyal District, Andhra Pradesh for conducting **Onsite Two Day Seminar on "Impact of Covid-19 Pandemic on MSMEs: challenges and opportunities" from 21.03.2022 to 22.03.2022.**

The financial assistance should be utilized for the purpose for which it has been sanctioned within the stipulated period as mentioned in your application. No part of the grant is to be utilized for publication of the proceedings of the Seminar.

If the College fails to utilize the grant, the College should refund the amount of the grant with Interest thereon @ 10% per annum from date of its sanction. Any amount of the assistance which would remain unspent shall be refunded to the ICSSR-SRC immediately after completion of the Seminar.

The sanctioned amount will be released in two Installments as follows:

First Installment (80%)	Rs.56,000-00
Second Installment (20%)	Rs.14,000-00
Total	Rs.70,000-00

The first installment of Rs.56,000/- (80%) will be released on the receipt of Grant-in-aid Bill (copy enclosed) duly stamped and signed by the Director of the Seminar

and the Principal of the College within 20 days from the order issued. The second installment of Rs.14,000/- (20%) will be released on receipt of the following documents after completion of the programme.

1. An audited statement of account for the expenditure incurred together with the utilization certificate in GFR 19-A Form (copy enclosed) and Income and Expenditure statement of sanctioned amount or original vouchers.
2. The Expenditure Statement and Utilization Certificate should be signed by 3 people
  - a. Seminar Director,
  - b. the Principal of the College and
  - c. the Chartered Accountant.
3. Final programme sheet of the seminar/conference including the names of the paper presenters & topics covered (Soft Copy & Hard Copy).
4. Two complete sets of papers (Hard bound copy and Soft Copy) presented in the seminar/conference.
5. Abridged/short report on the seminar/conference (Soft Copy in word format & Hard Copy).
6. Detailed report on the day wise proceedings of the seminar/conference, highlighting the objectives and outcome (Soft Copy in word format & Hard Copy).
7. Photographs taken during the seminar/conference (Soft Copy & Hard Copy).
8. List of Participants present in the seminar/conference (Soft Copy & Hard Copy)
9. Please share a copy of the published seminar/conference proceedings/edited volume of the seminar/conference after completion of the programme for keeping a copy of the same in ICSSR - SRC Library.

You are requested to **settle the sanctioned grant within 15 days after completion of the Programme.**

**If the Programme is already conducted, you may required to submit final settlement bill alongwith the above documents immediately to release the 100% Sanctioned Grant.**

The cheque will be issued in the name of the Principal of the College.

**The sanctioned amount need to be utilized as per the budget percentages given below:-**

S. No.	Budget Head	Percentage of Budget to be allocated
1	Domestic Travel	15%

2	Accommodation	15%
3	Food Expenses	30%
4	Honorarium to Key Paper Writers & Presenters/lecture deliverer	25%
5	Contingency/Office Expenses (Including Venue Bookings, Printing, Stationery, Xeroxing, Banner/ Poster, Certificates, Audit Charges)	15%
	Total	100%

**Note:** Bills in connection with Momentums, Shawls, Bouquets, Garlands and Printing of Souvenir **shall not be covered** under ICSSR-SRC sanctioned amount.

If the amount incurred for organizing the Seminar is less than the sanctioned amount, you may stand to be granted the former rather than the latter.

Yours Sincerely

  
Honorary Director

Encl:- As above

**Dr. M. Buchaiah,**  
Assistant Professor,  
Dept. of Commerce,  
Govt. Degree College,  
Srisailam Project  
Nandyal District,  
Andhra Pradesh - 518 102

If the College fails to utilize the grant, the College should refund the amount of the grant with interest thereon @ 10% per annum from date of liquidation. Any amount of the assistance which would remain unspent shall be refunded to the ICSSR-SRC immediately after completion of the Seminar.

The sanctioned amount will be released in two installments as follows:

First Installment (40%)	Rs.56,000.00
Second Installment (20%)	Rs.28,000.00
Total	Rs.84,000.00

The first installment of Rs.56,000/- (100%) will be released on the receipt of Cash-in-aid Bill (copy enclosed), duly stamped and signed by the Director of the Seminar.