

HUMAN RESOURCE DEVELOPMENT GROUP
CSIR Complex, Library Avenue, Pusa
New Delhi-110012 India

No. HRDG/Fellowship/Com/2022

दिनांक/Dated: 17.01.2023

To,

सीएसआईआर प्रयोगशालाओं के निदेशक/कुलसचिव/कुलपति/विश्वविद्यालयों/संस्थानों के प्रमुख / सभी अध्येता.
The Directors of CSIR labs/Registrar /vice-Chancellor/Head of Universities/Institutes/Fellows

विषय/Subject: फेलो को आकस्मिक अनुदान के संवितरण संबंधी /Disbursement of Contingency grant to fellows
-reg

महोदय /Sir,

सभी संबंधितों को सूचित किया जाता है कि आकस्मिक अनुदान जिसका वर्तमान में मेजबान संस्थानों के माध्यम से अध्येताओं को भुगतान किया जा रहा है, अब से तत्काल प्रभाव से इसकी अध्येताओं को सीधे प्रतिपूर्ति की जाएगी।

All concerned are hereby informed that Contingency grant which is currently being paid to the fellows through the host institutes shall henceforth be reimbursed to the fellows directly with immediate effect.

चूंकि फेलो को सीधे प्रतिपूर्ति की प्रक्रिया चल रही है और इस बाबत सॉफ्टवेयर में उपयुक्त संशोधन किए जा रहे हैं, इसलिए आकस्मिक अनुदान के लिए बिलों/दावों की स्वीकृति को रोका जा रहा है।

Since the process for such reimbursement directly to fellows is under development and suitable modifications are being made in the software, acceptance of bills/claims for contingency grant is being stopped herewith.

इस मामले में आकस्मिक अनुदान की प्रतिपूर्ति के लिए आगे के निर्देश समय-समय पर जारी किए जाएंगे। सभी संबंधितों का सहयोग अपेक्षित है।

Further directions in this matter for reimbursement of Contingency Grant shall be issued in due course of time. Cooperation of all concerned is solicited.

भवदीय /Yours faithfully



(अतुल कुमार जैन/Atul Kumar Jain)
अवर सचिव /Under Secretary (EMR-1)

Copy to:

1. All Concerned – through HRDG website
2. PS to Head HRDG
3. Sr.DS (EMR)
4. SIC (EMR)
5. Sr. Dy. FA/ Dy. FA
6. Under Secretary(EMR-1)
7. FAO (EMR-3)
8. Head IT – please upload on HRDG website
9. Office Copy

HUMAN RESOURCE DEVELOPMENT GROUP
CSIR Complex, Library Avenue, Pusa
New Delhi-110012 India

No. HRDG/Fellowship/Com/2022

दिनांक/Dated:09.02.2023

To,

सीएसआईआर प्रयोगशालाओं के निदेशक/कुलसचिव/कुलपति/विश्वविद्यालयों/संस्थानों के प्रमुख/ सभी अध्येता.
The Directors of CSIR labs/Registrar /vice-Chancellor/Head of Universities/Institutes/Fellows

विषय/Subject: एचआरडीजी में आकस्मिकता अनुदान दावों के भुगतान -सम्बन्धी
Disbursement of Contingency grant claim pending with HRDG –reg
महोदय /Sir,

उपरोक्त विषयक सीएसआईआर-एचआरडीजी के पत्र संख्या HRDG/Fellowship/Com/2022 दिनांक 17.01.2023 और 24.01.2023 के क्रम में सभी संबंधितों को सूचित किया जाता है कि सभी आकस्मिक दावों की प्रतिपूर्ति न्यूएफएम के माध्यम से संलग्न प्रतिपूर्ति दावा प्रपत्र में निम्नलिखित सूची के अनुसार स्वीकार की जाएगी। (अनुलग्नक 1)

In continuation of CSIR-HRDG letter no HRDG/Fellowship/Com/2022 dated 17.01.2023 and 24.01.2023 on the subject cited above all concerned are further informed that all contingency claims reimbursement will be admitted as per the following schedule in the attached reimbursement claim Form (Annexure 1) through newfms.

S. No	Financial Year	Proposed date for Receiving claim
01	2021-22	01.03.2023
02	2022-23	01.04.2023

भवदीय /Yours faithfully



(अतुल कुमार जैन/Atul Kumar Jain)
अवर सचिव /Under Secretary (EMR-1)

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**Council of Scientific and Industrial Research
Human Resource Development Group**

Contingency reimbursement claim form for financial year -----

- 1- Name of Awardee:
- 2- File Number:
- 3- Name of the fellowship under which He/she is working (JRF/SRF/RA/SPMF/NPDF/SRA):
- 4- Amount claim:

S. No	Invoice no.& Date	Item procured	Amount(Rs)	Remarks

5. Contingency grant is utilized as per the following:

- (i) Expenditure towards research related works (claim bills seen and verified);
- (ii) Towards meeting journey fare and DA*- during tours the research fellows/ Associates (entitled to TA/DA as admissible in case of Government servants in the pay level of 6 of VII CPC Pay Matrix); DA will be limited to 50 days in a year.
- (iii) Towards meeting TA/DA of outside expert members of the assessment committee as per entitled fare
- (iv) Utilization of grant for registration of Ph.D. and submission of thesis

*Approving the tour of the research fellows/ Associated for: -

- (i) Attending Symposia/ Seminars/ Conferences in India provided the Fellows/ Associates are presenting papers that have been accepted and for attending Workshops/ Training Courses relevant to the research projects;

6. It is also certified that contingency grant has not been utilized for the following:

- (a) Foreign travel or other expenses for visit abroad;
- (b) Payment of semester fees.

Important note:

Total contingency expenditure in a financial year will be within payable contingency grant.

7. Certified that the expenditure of Rs... (Rupees.....) out of the payable contingency grant for the financial year..... has actually been incurred in accordance with the prescribed by CSIR HRDG fellowship guidelines.

(Signature of fellow) _____

(Guide/ Head of Department) _____
(Seal)

The claim bills/ invoices have been verified /admitted in accordance with HRDG fellowship guidelines and retained at the Host Institute and necessary entries made in the ledger as per prescribed format of CSIR HRDG. If, as a result of a check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund/adjust or regularize the objected amount.

(Registrar/Principal/Director) _____
(Seal of University/Institution)