

SCIENCE ACADEMIES' EDUCATION PROGRAMME

2

JOINT SCIENCE EDUCATION PANEL

SEP/LW/August/2018

06 August 2018

Dr P. Mehalingam

Asst. Professor
Dept. of Botany
V.H.N. Senthilkumara Nadar College
Virudhunagar 626 001

Sub: Lecture Workshop on "Taxonomy of higher plants with special reference to their conservation" at V.H.N. Senthilkumara Nadar College, Virudhunagar during 23-24 August 2018.

Dear Dr Mehalingam,

This has reference to the letter forwarding a proposal and budget for organizing a two-day Lecture Workshop at V.H.N. Senthilkumara Nadar College, Virudhunagar. The Joint Science Education Panel of the three Academies will be happy to sponsor and support the Lecture Workshop. We note that Dr R.R. Rao (INSA Honorary Scientist) will be the Workshop Convener and that you will be the Workshop Co-ordinator.

(a) Your budget of **Rs. 1,30,800/-** including travel expenses. (Resource Persons travel expenses (i) II tier A/C train fare for persons below the age of 60 (ii) air travel by Air India only for Resource Persons over the age of 60) for 150 participants has been approved by the Science Education Panel. As per the guidelines, the ideal number of participants in a Lecture Workshop should be between 100 and 125 and in any case should not exceed 150, to maximize interaction between participants and resource persons. Please note that you have to adhere to our guidelines and the approved amount is strictly following the budget heads in the guideline.

(b) Please note that only the names of Convener and Coordinator of the Workshop should be included in brochure/invitation etc. Names of members of the management, organizing committees, patrons etc should be strictly avoided.

(c) Please ensure that the expenditure on individual items does not exceed the sanctioned **BUDGET HEAD**. If the actual expenditure exceeds the sanctioned budget, **THE HOST INSTITUTION SHOULD TAKE CARE OF THE DIFFERENCE.**

(d) Lecture Workshops are sponsored and supported by the three National Science Academies – IASc, INSA and NASI. The names of **INDIAN ACADEMY OF SCIENCES (BENGALURU)**, **INDIAN NATIONAL SCIENCE ACADEMY (NEW DELHI)** and **THE NATIONAL ACADEMY OF**

Indian Academy of Sciences

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Rangarajan, Govindan
Saidapur, S.K.
Sankaran, P.
Satheesh, S.K.
Sebastian, K. L.
Sengupta, Pulak
Subramaniam,
Annapurni

Indian National Science Academy

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Chaudhuri, Probal
Ghosh, Amit
Goswami, J.N.

The National Academy of Sciences, India

Dimri, V.P.
Khurana, Paramjit
Misra, Gadadhar
Mittal, J.P.

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Indian Academy
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Bengaluru



Indian National
Science Academy,
New Delhi



The National Academy
of Sciences, India
Allahabad

SCIENCES, INDIA (ALLAHABAD) should therefore be mentioned in all publicity material such as programme sheet, invitation cards, etc.

(e) It may be noted that no formal certificates should be issued to participants. A letter of attendance signed by Coordinator may be issued to those who need it.

(f) The Workshop should be called Science Academies' Lecture Workshop in "Taxonomy of higher plants with special reference to their conservation".

(g) You should send us three copies of the printed programme cards once it is printed.

(h) We urge you to open a new bank account in the name of the lecture workshop or in the name of the principal and provide full details of the account:

1. Account No;
2. Name of the Account Holder;
3. Name of the Bank;
4. Name of the Branch;
5. IFS code for non-SBI accounts.

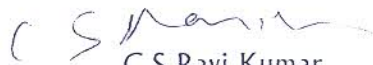
Alternatively you can provide us the existing college bank account number to which we can transfer the amount.

The audited expenditure statement/utilization certificate duly signed by competent authority (CA or Financial Controller) to be sent along with the report, once the Course is over. This is required for the audit compliance. The format will be sent to you separately.

You can go ahead with organizing the Workshop in consultation Dr R.R. Rao and keep in touch with us about the progress.

With regards,

Yours sincerely,



CS Ravi Kumar
Coordinator

Science Education Programme

P.S Formats of U.C and Statement of expenditure will be sent separately

