



FD Diary No. 11031
Dated: 14/01/2016

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110002

F.No.6-250/2015(TG)

Dated: March, 2016

The Under Secretary (FD-III)
University Grants Commission
Bahadur Shah Zafar Marg
New Delhi-110 002

21 MAR 2016

Subject: Release of Grants-in-aid to **The Principal, Sacred Heart College, Thevara, Cochin – 13, Dist. Ernakulam, Kerala** for the year 2015-2016 under Travel Grant Scheme (Plan).

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of Rs.1,79,092/- (**Rupees One lakh seventy nine thousand ninety two only**) as Travel grant reimbursement to **The Principal, Sacred Heart College, Thevara, Cochin – 13, Dist. Ernakulam, Kerala** in respect of **Dr. George Mathai, Associate Professor, Department of Chemistry**, to visit **USA** from **31st May – 4th June, 2015** for the 2015-2016 (Plan) expenditure incurred during 2015-2016.

Name of the Item	Head of Account	Grant now being sanctioned	Grant already sanctioned	Total grant
Re-imbursment of travel grant	3(A) (19) (31)	1,79,092/-	--	1,79,092/-

1. The **sanctioned** amount is debitable to **3(A) (19) (31)** and is valid for payment during the financial year 2015-2016 only.
2. The amount of the Grant shall be drawn by the Under Secretary (Drawing and Disbursing Officer) UGC on the Grants-in-aid bill and shall be disbursed to and credited to **The Principal, Sacred Heart College, Thevara, Cochin – 13, Dist. Ernakulam, Kerala** through Electronic mode as per the following details:
 - a. Details (Name & Address) of Account Holder : **The Principal, Sacred Heart College, Thevara, Cochin – 13, Dist. Ernakulam, Kerala**
 - b. Account No: **0805101024535**
 - c. Name & address of Bank branch: **Canara Bank, Banerjee Road, Ernakulam-682 018**
 - d. MICR Code: **682015003**
 - e. IFSC Code: **CNRB0000805**
 - f. Type of Account: **Saving Bank**
3. The Grant is Subject to the adjustment on the basis of Utilization Certificate in the prescribed Performa submitted by the University/Institution.
4. The University / Institution shall maintain proper accounts of the expenditure out of the Grants which shall be utilized only on the approved items of expenditure.
5. The University / Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guideline there under from time to time.
6. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.