

under



UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110002

FD Diary No. 7040  
Dated: 07/11/2017

23 NOV 2017

Dated: November, 2017

F.No.6-328/2016(TG)

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

Subject: Release of Grants-in-aid to **Principal, Sacred Heart College, Thevara, Cochin-13, Dist. Ernakulam, Kerala** for the year 2017-2018 under Travel Grant Scheme (Revenue).

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of **Rs.84,634/- (Rupees Eighty four thousand six hundred thirty four only)** as Travel grant reimbursement to **The Principal, Sacred Heart College, Thevara, Cochin-13, Dist. Ernakulam, Kerala** in respect of **Dr. Sumod S.G., Assistant Professor, Department of Physics** to visit **Seoul, Korea** from **21st-25th August, 2016** for the 2017-2018 (Revenue) expenditure incurred during 2017-2018.

| Name of the Item              | Head of Account | Grant now being sanctioned | Grant already sanctioned | Total grant |
|-------------------------------|-----------------|----------------------------|--------------------------|-------------|
| Re-imbursment of travel grant | 3(A) (32) (31)  | 84,634/-                   | --                       | 84,634/-    |

1. The **sanctioned** amount is debitable to **3(A) (32) (31)** and is valid for payment during the financial year 2017-2018 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, Banerji Road, Ernakulam, Kochi**
  - 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.
7. The assets acquired wholly for substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purposes other than those for which the grants