



**KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT**  
**An Autonomous body of the Government of Kerala**

**KSCSTE –Wetland Conservation – Application from the Principal, Sacred Heart College, Thevara for financial assistance to organize 'World Wetland Day Celebrations 2019'– Sanctioned – Orders issued.**

**Council (P) Order No456/2019/KSCSTE Dated: Thiruvananthapuram,27/03/2019**

Ref - (1) Letter No. KSCSTE/2281/2018-WTU dated 18-01-2019

**ORDER**

1. The Kerala State Council for Science, Technology and Environment (KSCSTE) had invited application for providing financial assistance to organize World Wetland Day programmes 2019. The Principal, Sacred Heart College, Thevara had requested Rs.20,000/- as financial assistance for the programme. KSCSTE after examining the proposal had sanctioned an amount of Rs. 15,000/- towards the conduct of the programme and decided to release the amount after successful conduct of the programme – vide reference 1<sup>st</sup> cited above.
2. The Principal, Sacred Heart College, Thevara had submitted the report, utilisation certificate and statement of expenditure of the programme organised.
3. The KSCSTE had verified the documents and sanction is accorded to release an amount of Rs. 15,000/- (Rupees Fifteen Thousand only) to the Principal, Sacred Heart College, Thevara. The amount of Rs. 15,000/- (Rupees Fifteen Thousand only) will be disbursed to the Principal, Sacred Heart College, Thevara by means of Electronic Fund Transfer (NEFT) as per their bank details given below.

Beneficiary account name	Principal, Sacred Heart College, Thevara
Beneficiary account Number (SB/CC)	67293432552
Beneficiary bank name & branch	SBI, Thevara
Beneficiary IFSC code	SBIN0010593
Beneficiary Address	Sacred Heart College, Thevara, Kochi-682013
Beneficiary Phone No.	9744304341
Beneficiary email id	principal@shcollege.ac.in

4. The expenditure of Rs. 15,000/- shall be met from the Council budget for 2018-19 under the head III "Schemes and Programmes of KSCSTE B(IV) Wetland Conservation".

**DR. A JAYATHILAK**  
**EXECUTIVE VICE PRESIDENT, KSCSTE**

To

The Principal, Sacred Heart College, Thevara.

Copy to:

1. Mr. Midhun Dominic C. D, Programme Coordinator & Assistant Professor of Chemistry, Sacred Heart College, Thevara.
2. Cash Section, Stock File/ Office Copy

*Handwritten signature in green ink*

*Handwritten date: 1/4/2019*



**KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT**  
An Autonomous body of the Government of Kerala

KSCSTE - Science Research Scheme- Project titled – “*Novel formulations to enhance the efficacy of existing drugs and expand their therapeutic spectrum*” by Dr. Jinu George, Assistant Professor, PG & Research Dept. of Chemistry, Sacred Heart College, Thevara, Kochi – 682013- as Principal Investigator-financial assistance for the second year-sanctioned - orders issued.

Council (P) Order No54/2019/KSCSTE

Dated: Thiruvananthapuram, 11/01/2019

Ref: - (1) Council (P) Order No. 564/2017/KSCSTE dtd.28.09.2017  
(2) File No. KSCSTE/5130/2017-SRSPS

**ORDER**

1.Kerala State Council for Science Technology and Environment (KSCSTE) has sanctioned a three year project titled “*Novel formulations to enhance the efficacy of existing drugs and expand their therapeutic spectrum*” by Dr. Jinu George, Assistant Professor, PG & Research Dept. of Chemistry, Sacred Heart College, Thevara for an initial total budget of Rs.25,32,000/-. As per reference (1) cited, the first year grant of Rs.15,00,200/- was released.

2.The P.I has submitted the report, utilization certificate and statement of expenditure of the first year with an accrued interest of Rs.18,863/-. The 2<sup>nd</sup> year sanctioned grant is Rs.5,43,400/- and after deducting the interest accrued, the amount to be released as the 2<sup>nd</sup> year grant is Rs.5,24,537/-.

3.The 2<sup>nd</sup> year budget is as detailed below.

Item	2 <sup>nd</sup> Year
1.Man power Project fellow-1 @Rs. 22,000/- pm	2,64,000
2.Consumables	1,50,000
3. Equipment	Nil
4. Travel	30,000
5. Contingencies	50,000
6. Institutional overhead	49,400
<b>Total</b>	<b>5,43,400</b>

4. KSCSTE is pleased to release the second year grant of Rs.5,24,537/- (Rupees five lakhs twenty four thousand five hundred and thirty seven only) which includes 2<sup>nd</sup> year grant and permission to carryover the unspent balance to the 2<sup>nd</sup> year. The amount will be disbursed to The Principal, Sacred Heart College, Thevara, Kochi – 682013 by electronic transfer for the above said purpose. The expenditure will be met from the Council fund III Schemes and Programmes of KSCSTE (I) Provision of Science Research Scheme Projects.

Beneficiary Account Name	FR JOHNSON PALACKAPILLIL Dr.JINU GEORGE
Beneficiary Account Number	17530100030623
Beneficiary IFSC Code	FDRL0001753
Beneficiary Bank Name & Branch	The Federal Bank Ltd., Sacred Heart College, Thevara
Beneficiary Address	Sacred Heart College, Thevara, Kochi 682 013
Beneficiary Phone Number	9446185777
Beneficiary Email id	jnujacobv@gmail.com, jnujacob@shcollege.ac.in

5.The Progress report, Utilization Certificate (UC) and Statement of Expenditure (SE) are to be submitted on a project year basis, so as to be received by the end of the project year.

Signature valid

Digitally signed by Pradeep Kumar.S  
Date: 2019.01.11 14:55:06 IST  
Reason: Approved

S. PRADEEP KUMAR  
MEMBER SECRETARY, KSCSTE

508  
Com-  
Jinu George

27/3/2019



KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT  
An Autonomous body of the Government of Kerala

KSCSTE – National Science Day (2018) Celebrations - financial assistance to Colleges – sanctioned - Orders issued

Council (P) Order No328/2019/KSCSTE Dated: Thiruvananthapuram,23/03/2019

Ref - (1) Letter No.CO/R/FP/NSM 09/2017, dated 13.02.2018  
(2) Minutes of the meeting of the Screening Committee for NSD-2018 celebrations

**ORDER**

As per the letter read (1) above, Department of Science & Technology, Govt. of India, had informed Kerala State Council for Science, Technology and Environment (KSCSTE) to co-ordinate the National Science Day (NSD) 2018 celebrations in Kerala, based on the focal theme “Science & Technology For Sustainable Future”. Accordingly, KSCSTE decided to organize NSD (2018) Celebrations with the involvement of students and academia. In response to the press notification of the Council in the leading dailies, **The Principal, Sacred Heart College, Thevara, Kochi 682013**, forwarded a proposal to organize NSD celebrations which was provisionally approved. As per the reference (2) cited above, Head of the institution was informed about the financial assistance sanctioned by the Council and the financial support will be released, after the conduct of the programme and subject to the verification of documents including report of activities, photographs, audited financial statements, etc.

**The Principal, Sacred Heart College, Thevara, Kochi 682013**, has submitted the required documents after the conduct of NSD-2018 celebrations. As per the financial statements, the total expense incurred was **Rs.17,300/- (Rupees seventeen thousand and three hundred only)**. The documents were verified by the Council and were found acceptable.

KSCSTE is pleased to accord sanction to release the approved amount of **Rs.15,000/- (Rupees Fifteen thousand only)** towards financial assistance for conducting NSD (2018) celebrations and the amount will be disbursed to **The Principal, Sacred Heart College, Thevara, Kochi 682013**, by means of Electronic Fund Transfer (NEFT) as per their bank details given below.

Beneficiary Account Name	The Principal, Sacred Heart College, Thevara
Beneficiary Account Number (SB/CC)	67293432552
Beneficiary IFSC	SBIN0010593
Name of Bank	State Bank of India, Sacred Heart College, Thevara,
Beneficiary Address	Sacred Heart College, Thevara, Kochi 682013
Phone No.	9744304341

The expenditure in this regard will be met from the Council budget under the Head of Account (III) Schemes and Programmes of KSCSTE - National Science day.

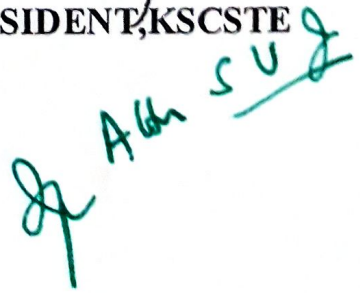
  
**DR. A JAYATHILAK**  
EXECUTIVE VICE PRESIDENT, KSCSTE

To

✓ The Principal, Sacred Heart College, Thevara, Kochi 682013

Copy to:

Mr. Midhun Dominic C D, Sacred Heart College, Thevara, Kochi 682013  
Cash Section, Stock File/ Office Copy

  
Dr. A Jayathilak



# Kerala State Council for Science, Technology and Environment

Dr. Anilkumar C  
Principal Scientist & Head  
Science Education Division

07.01.2019

83/SPYTiS-II /2018/KSCSTE

RECEIVED  
Date.....22/1/19.....  
No.220.....File.....

Dear Mr. Midhun Dominic C D,

Sub:- Financial assistance from KSCSTE for SPYTiS project reg.  
Ref:- Your application received under SPYTiS Project scheme

This is to invite your attention to the reference cited and to inform that the project proposal titled '**Greensynthesis of nano silver using an ayurvedic medicinal plant Bauhinia acuminata**' submitted by Mr. Midhun Dominic C D as PI and Ms. Mary Ann Santhosh, Ms. Jeslin C Jenny as student investigator(s) has been approved. An amount of **Rs.10000/-** is sanctioned by the Council. The budget estimate of the project will be as detailed below.

The PI has to submit the signed 'Terms and Conditions' and the date of start of the project to the Council within two weeks. On completion of the project you should submit one hard copy and a soft copy of the final report (in pdf to [sed.spytis@gmail.com](mailto:sed.spytis@gmail.com)), audited Statement of Expenditure and Utilization Certificate counter signed by the Head of the Institution for releasing the grant. The format to submit final report, SE, UC and bank account details of Head of the Institution can be downloaded from [www.kscste.kerala.gov.in](http://www.kscste.kerala.gov.in)

Thanking you,

Yours sincerely,

Anilkumar C

To,

Mr. Midhun Dominic C D, Department of Chemistry, Sacred Heart College, Thevara, Kochi-682013

Copy to:

The Principal, Sacred Heart College, Thevara, Kochi-682013

Ms. Mary Ann Santhosh, Ms. Jeslin C Jenny, Student (s), Sacred Heart College, Thevara, Kochi-682013

SVJ-

21 JAN 2019



# Kerala State Council for Science, Technology and Environment

Dr. Anilkumar C  
Principal Scientist & Head  
Science Education Division

07.01.2019

84/SPYTiS-II /2018/KSCSTE

RECEIVED  
Date..... 21-1-19  
No. 221 File.....

Dear Mr. Midhun Dominic C D,

Sub:- Financial assistance from KSCSTE for SPYTiS project reg.  
Ref:- Your application received under SPYTiS Project scheme

This is to invite your attention to the reference cited and to inform that the project proposal titled '**Synthesis and characterization of chitin nanowhiskers**' submitted by Mr. Midhun Dominic C D as PI and Ms. Mariya K Paulachan, Ms. Riya Maria Joseph as student investigator(s) has been approved. An amount of **Rs.10000/-** is sanctioned by the Council. The budget estimate of the project will be as detailed below.

The PI has to submit the signed 'Terms and Conditions' and the date of start of the project to the Council within two weeks. On completion of the project you should submit one hard copy and a soft copy of the final report (in pdf to [sed.spytis@gmail.com](mailto:sed.spytis@gmail.com)), audited Statement of Expenditure and Utilization Certificate counter signed by the Head of the Institution for releasing the grant. The format to submit final report, SE, UC and bank account details of Head of the Institution can be downloaded from [www.kscste.kerala.gov.in](http://www.kscste.kerala.gov.in)

Thanking you,

Yours sincerely,

Anilkumar C

To,

Mr. Midhun Dominic C D, Department of Chemistry, Sacred Heart College, Thevara, Kochi-682013

Copy to:

✓ The Principal, Sacred Heart College, Thevara, Kochi-682013

Ms. Mariya K Paulachan, Ms. Riya Maria Joseph, Student (s), Sacred Heart College, Thevara, Kochi-682013

807

21 JAN 2019



# Kerala State Council for Science, Technology and Environment

No. KSCSTE/2281/2018-WTU

Dated:18/01/2019

From

The Coordinator,  
Wetland Technical Unit, KSCSTE.

To

Shri. Midhun Dominic C. D,  
Assistant Professor,  
Department of Chemistry,  
Sacred Heart College, Thevara,  
Kochi- 682013

Sir/Madam,

Sub: Financial Assistance for Wetland Day 2019 programme-reg  
Ref: Your application dated 27.11.2018.

Please refer your application for financial support for organizing World Wetland Day 2019 programmes. The KSCSTE has examined the proposal and an amount of **Rs.15,000/- (Rupees Fifteen Thousand only)** is sanctioned towards the conduct of the programme subject to following conditions. The number of participants in the programme should be ensured as per the proposal. All the programmes as per the proposal should be organized.

- The selected agencies shall inform the exact programmes details to the Coordinator, WTU, KSCSTE, Sasthra Bhavan, Pattom, Thiruvananthapuram by post or by email to [coordinatorwtu@gmail.com](mailto:coordinatorwtu@gmail.com) before the date of the programme.
- All programmes shall be conducted on 2<sup>nd</sup> February 2019 or within a week or before week. Extension of dates will not be considered.
- KSCSTE should be duly acknowledged in the programme and 'Supported by Kerala State Council for Science, Technology and Environment' should be written in all the brochures, banners (Only cloth banner to be used), other publicity materials etc.
- Each activity should be documented and detailed report should be sent to Council with captioned photographs (Hard copy) highlighting the impact and suggesting follow up activity. A soft copy of the Report, UC & SE in pdf format shall also be forwarded to [coordinatorwtu@gmail.com](mailto:coordinatorwtu@gmail.com)
- The expenditure towards refreshment, food etc shall not exceed 20% of the co-sponsorship from KSCSTE. Maximum honorarium per expert shall be Rs. 2000/- per day.
- No expenditure incurred towards travel for conducting field visit will be provided by KSCSTE.
- The financial assistance will be disbursed through net banking\* to the Head of the Institution, only after the successful conduct of the programme, subject to the submission of Activity Report, Statement of expenditure (SE) and Utilisation certificate in KSCSTE format. The format can be downloaded from the website [www.kscste.kerala.gov.in](http://www.kscste.kerala.gov.in). The aided colleges/NGOs shall submit audited UC and SE.
- Reports, SE, UC received after one month (latest by 8<sup>th</sup> March 2019) of conduct of the programme will not be considered for financial assistance.

Yours faithfully

  
(Dr. P. Harinarayanan)

\*Those who have not submitted the Electronic clearing Service facility form shall submit the same along with UC & SE.

**KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT**  
An Autonomous body of the Government of Kerala

KSCSTE – Patent Information Centre (PIC) – Seminar on 'Intellectual Property Rights and Academic Research: Procedures and Possibilities' by Sacred Heart College (Autonomous), Thevara, Kochi - sanctioned - orders issued.

Council (P) Order No. 500/2018/KSCSTE

Dated: Thiruvananthapuram 08.10.2018

Read: - (1) Application from the Principal, Sacred Heart College (Autonomous), Thevara, Kochi.  
(2) File No. KSCSTE/1897/2018-FA-PIC

**ORDER**

The Principal, Sacred Heart College (Autonomous), Thevara, Kochi had forwarded a proposal as read (1) above, seeking financial assistance for the conduct of one day Seminar on 'Intellectual Property Rights and Academic Research: Procedures and Possibilities' scheduled on October 30, 2018. Kerala State Council for Science, Technology & Environment (KSCSTE) examined the proposal and sanction is accorded to organize the Seminar and to provide financial support of **Rs.40,000/-** under the following heads for the Seminar.

SI No	Head	Amount (Rs)
1	Honorarium, Accommodation & Travel Expense of Resource Persons	13,000/-
2	Stationery & Publicity materials	7,000/-
3	Refreshment	15,000/-
4	Contingencies (including local conveyance of Resource Persons and other organizing expenses)	5,000/-
	<b>Total</b>	<b>Rs.40,000/-</b>

Any expenses other than the above may be met by the Institution or from other sources.

2. The financial assistance may be utilized exclusively to cover the expenditure on the approved heads. Utilization of grant for any other purpose other than the approved heads shall not be entertained. Request for change of date and re-appropriation/change of sanctioned heads will not be entertained.
3. The Programme Co-ordinator and the Head of the Institution executed an agreement of the Terms & Conditions stipulated under this programme. The Organizers should ensure that the Terms and Conditions are strictly followed in the conduct of the Seminar. The Seminar shall be organized within one month from the date of issue of this order.
4. KSCSTE should be properly acknowledged as 'jointly organized by PIC-Kerala/ KSCSTE' in all publicity materials, brochures, banners and other proceedings of the Seminar. The brochure, programme notices, invitation card or programme details including the date, schedule and list of resource persons, etc., should be submitted to KSCSTE in sufficient numbers, well in advance.

10 OCT 2018

5. The faculty/resource persons for the technical sessions of the Seminar will be arranged by Patent Information Centre (PIC), KSCSTE so as to ensure the quality of the Seminar. The organizers should provide a 30 minutes time slot for KSCSTE for a presentation on the activities of PIC -Kerala.
6. As per the Terms and Conditions, 50% of the sanctioned amount may be released as an advance amount. Hence, sanction is accorded to release **Rs. 20,000/- (Rupees twenty thousand only)** being 50% of the sanctioned amount for the conduct of the above mentioned Seminar. The balance amount will be released only after the successful conduct of the Seminar and subject to the submission of satisfactory report along with Audited Utilization Certificate and Statement of Expenditure (in the standard format), Photographs (in CD also), List of Participants and Press Clippings (if any). These documents should be submitted within two months after the conduct of the Seminar, so as to settle the accounts in this regard. The Organizers may have to forward the certified copy of the bills and vouchers in connection with the expenses made while organizing the above mentioned Seminar, when requested by the Patent Information Centre – Kerala, KSCSTE.
7. An amount of **Rs. 20,000/- (Rupees twenty thousand only)** will be disbursed to the **Principal, Sacred Heart College (Autonomous), Thevara, Kochi**, through net banking in the following bank account.

Account No:	00000057009872947
Account Name:	Principal, Sacred Heart College, Thevara
Name of Bank & Branch:	State Bank of India, Perumanoor, Kochi
IFS Code:	SBIN0070261
Name of Programme Co-ordinator & Contact No	Dr. Johnson K M Mob: 9447187501

8. The expenditure in this regard will be met from the Council budget under the Head of Accounts **III Schemes and Programmes of KSCSTE E (1) Patent Information Centre.**

The above sanction has been issued under the delegated powers of the Council, with the approval of the Director, KSCSTE, vide Sanction No.418/DIR/2018-19/KSCSTE, dated 08.10.2018.

*Alv. 109*

*[Signature]*

*[Signature]*  
**Dr. Ajit Prabhu V.**  
Chief Scientist (Scientist G) &  
Head (TDPMD) &  
Nodal Officer, PIC-Kerala

To  
**The Principal, Sacred Heart College (Autonomous), Thevara, Kochi- 682013.**

Copy to:

Dr. Johnson K M, Associate Professor, Dept. of English, Sacred Heart College (Autonomous), Thevara,  
Kochi- 682013  
Cash Section / Stock File / Office Copy.



**KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT**  
An Autonomous body of the Government of Kerala

KSCSTE - SSW Scheme - 'Workshop on Sustainable Energy Storage and Conversion' organized by Department of Chemistry, Sacred Heart College, Thevara, Kochi - financial assistance - sanctioned orders issued.

Council (P) Order No. 138/2018/KSCSTE

Dated: Thiruvananthapuram, 18.05.2018

Ref: - (1) Application dated: 12.12.2017  
(2) Decision on Item No: SSW/221/2017/KSCSTE in SSW Committee, dated: 28.12.2017  
(3) Letter No. SSW/221/2017/KSCSTE, dated: 01.01.2018

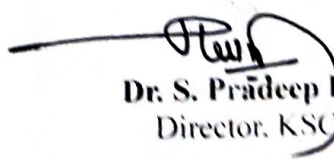
**ORDER**

- As per reference (1) cited above, Dr. Jorphin Joseph, Assistant Professor, Department of Chemistry, Sacred Heart College, Thevara, Kochi submitted a proposal seeking financial assistance for conducting 'Workshop on Sustainable Energy Storage and Conversion' scheduled to be held during 15<sup>th</sup> - 16<sup>th</sup> January 2018. As per reference (2) and (3) cited above, the Seminar/ Symposium/ Workshop Committee (SSWC) recommended to co-sponsor the event by offering financial assistance of ₹ 25,000/- to meet the expenses under the approved heads, subject to fulfilling the norms.
- Vide letter dated 14.03.2018 organizers submitted the report, audited financial statements and list of participants of the Programme. The Council verified these documents and it is decided to release the approved amount.
- Kerala State Council for Science, Technology and Environment is pleased to release ₹ 25,000/- (**Rupees Twenty Five Thousand only**) towards financial assistance for the above mentioned programme and the amount will be disbursed to **The Principal, Sacred Heart College, Thevara, Kochi - 682 013** by means of National Electronic Fund Transfer (NEFT) as per their bank details given below.

Beneficiary Account Name	Principal, Sacred Heart College Thevara
Beneficiary Account Number (SB/CC)	00000057009872947
Beneficiary IFSC code	SBIN0070261
Beneficiary Name and Branch	State Bank of India, Ravipuram
Beneficiary Address	Sacred Heart College, Thevara
Name and Contact No. of Convener	Dr. Jorphin Joseph, 9495283270

- The expenditure in this regard will be met from the Council's budget head **III Schemes and Programmes of KSCSTE C(3) Support for Seminars, Symposia, Workshops.**

The above sanction has been issued under the delegated powers of the Council, vide sanction No. 97/DIR/2018-2019, dated 18.05.2018.

  
Dr. S. Pradeep Kumar  
Director, KSCSTE

To  
**The Principal, Sacred Heart College, Thevara, Kochi - 682 013**

Copy to:  
Dr. Jorphin Joseph, Assistant Professor, Department of Chemistry, Sacred Heart College, Thevara,  
Kochi - 682 013  
Cash Section/ Stock File/ Office Copy

14 JUN 2018



KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT  
An Autonomous body of the Government of Kerala

KSCSTE –

Ozone Day Celebrations 2018-Releasing financial assistance to The Principal, Sacred Heart College, Thevara, Kochi –Sanctioned – Orders issued.

Council (P) Order No840/2018/KSCSTE Dated: Thiruvananthapuram,24/12/2018

- Ref - (1) GO (Rt) No. 31/2018/S&TD dated 13 August 2018  
 (2) Notification dated 27 July 2018  
 (3) Application No. OD-163 dtd 10.08.2018  
 (4) Decision of Meeting of Expert Committee held on 20 August 2018  
 (5) Letter KSCSTE dtd 7 September 2018

**ORDER**

1. Government of Kerala has sanctioned a scheme Ozone Day Celebrations under Ecology and Environment Programmes for the financial year 2018-19 as per order (1) read above.
2. As per vide reference (2 &3) cited above, The Vice Principal, Sacred Heart College, Thevara, Kochi has submitted a proposal with focal theme 'Keep Cool and Carry On! The Montreal Protocol' seeking financial assistance for conducting Ozone Day Celebrations 2018.
3. KSCSTE verified the proposal in detail and provisionally approved an amount of Rs. 15,000 /- towards expenses to conduct the programme titled 'Ozone Conservation' subject to the condition that the approved amount will be released on submission of satisfactory report and audited Statement of Expenditure (SE) and Utilization Certificate (UC) of programme conducted and as per decision read (4 ) and letter read (5) cited above.
4. The Head of Institution after conducting the programme on 17 September 2018 submitted the audited SE & UC. KSCSTE verified the same in detail and are now pleased to accord sanction for release of an amount of **Rs. 15,000 /- (Rupees Fifteen Thousand Only)** to **The Principal, Sacred Heart College, Thevara, Kochi**, by means of electronic payment for the above said purpose as per their details given below:

Beneficiary Account Name	SACRED HEART COLLEGE, THEVARA
Beneficiary Account Number (SB/CC)	38030738564
Beneficiary IFSC code	SBIN0010593
Beneficiary Bank Name and Branch	STATE BANK OF INDIA SH COLLEGE THEVARA
Beneficiary Address	PRINCIPAL, S.H.COLLEGE, THEVARA, KOCHI-682013
Beneficiary Mobile No:	9400820533
Beneficiary email id	office@shcollege.ac.in

The expenditure in this regard shall be met from the Council Budget for 2018-19 under the head of account **III-Schemes and Programmes of KSCSTE B-Ecology and Environment programmes (i) Ecology and Environment Scheme.**

Signature valid

Digitally signed by Pradeep  
Kumar.S

Date: 2018.12.24 16:30:04 IST  
Reason: Approved

**S. PRADEEP KUMAR**  
**MEMBER SECRETARY, KSCSTE**

To

The Principal, Sacred Heart College, Thevara, Kochi-682 013

Copy to:

Cash Section, Stock File/ Office Copy

*Handwritten signature*  
*svj*



# Kerala State Council for Science, Technology and Environment

Dr. P. Harinarayanan  
Senior Scientist

No. SSW/160/2018/KSCSTE

21.12.2018

Sir,

**Sub:- KSCSTE – Scheme for promoting S&T Seminar/ Symposia/ Workshop – reg.**

**Ref: - i) Your proposal entitled 'Prof. K. V. Thomas Endowment International Symposium on New Trends in Applied Chemistry (NTAC-2019)', dt: 11.10.2018.**

**ii) Minutes of the meeting of SSW Committee, held on 20.12.2018.**

This is to invite your attention to the reference cited above and inform that KSCSTE is pleased to co-sponsor the two day International Symposium by extending financial assistance of ₹ 1,00,000/- subject to fulfilling the following norms of International Symposium.

1. Programme Brochure/ Invitation should be sent to KSCSTE well in advance.
2. The organizers should ensure that the conditions stipulated as per the KSCSTE guidelines are fulfilled.
3. As per the guidelines, at least 10% of the delegates and Resource persons shall be from outside the Nation in the case of International Programme. If this condition is not satisfied, the Programme will be treated as appropriately and the co-sponsorship amount shall be as per rules.
4. The financial assistance may be utilized exclusively to cover the expenditure on Course materials, Publication of proceedings Honoraria and TA for Resource Persons. TA shall not exceed 25% of co- sponsorship from KSCSTE. Utilization of the grant for any other purpose other than the approved heads shall not be entertained.
5. The financial assistance from the Council shall be in the nature of co- sponsorship, and hence KSCSTE should be properly acknowledged as either '*jointly organized by KSCSTE*' or '*Co-sponsored by KSCSTE*' in all the brochures, banners, proceedings, etc. brought out in connection with the Symposium.
6. The Souvenirs/ Proceedings brought out in connection with the International Symposium should essentially include one page advertisement about KSCSTE and the matter for advertisement shall be made available on request.
7. Change of venue or dates of the programme, if any, shall be reported to the undersigned promptly.
8. This offer letter is valid for 6 months from this date. In case it fails to organize the programme within the stipulated time frame (within 6 months) this offer will be invalid and will automatically stands canceled.
9. The approved amount will be released to the Head of Institution on the submission of the following documents after the event.
  - a) Total income and Expenditure Statement of the programme.
  - b) Audited Utilization Certificate (UC) and Statement of Expenditure (SE) in the format enclosed herewith. In the case of affiliated Colleges and NGOs, the audited SE & UC signed by a registered Chartered Accountant, countersigned by the Head of the Institution only will be accepted.
  - c) List of participants – details of both delegates and resource persons- duly certified by the Organizing Secretary/ Head of the Institution.
  - d) Brief report including photographs, press clippings etc. along with a note on specific recommendations of the programme and also the schedule of each session.
  - e) Souvenirs/Proceedings (including one page advertisement about KSCSTE) brought out in connection with the programme.
  - f) Programme Brochure/ Notice and related publicity materials with due acknowledgment to KSCSTE.
10. The above documents may be submitted within two months after the conduct of the Programme. **In case it fails, further processing will not be considered.**

Please quote the above File No. in all your subsequent correspondences in this regard.

Thanking you,

Yours sincerely,

  
Dr. P. Harinarayanan

Dr. Ignatious Abraham

Assistant Professor, Department of Chemistry,  
Sacred Heart College, Thevara Kochi - 682013