

The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)
8 GOKHALE ROAD, KOLKATA - 700 020



*“99 Years of Relentless Journey towards
Engineering Advancement for Nation-building”*

Ref: R.4/2/UG/2019-20/UG2020008

Date: 22 July 2019

The Director
Saranathan College of Engineering
Trichy-Madurai Road Panjappur
Venkateswara Nagar, Edamalaipatti Pudur
Tiruchirappalli 620012

Dear Sir/Madam,

Sub: Intimation of Approval for R&D Project entitled: “Design and Fabrication of Power Electronic Interface for Fixing and Removal of Bearing and Coupling in Mechanical System using Induction Heating”

This has reference to your subject project proposal submitted to The Institution of Engineers (India) for funding under IEI R&D Grant-in-Aid Scheme.

We are pleased to inform that the same has been approved by the competent authority as per the details mentioned below:

Project ID:	UG2020008	Category:	UG	Financial Year:	2019-20
Guide(s):	1. Dr C Krishnakumar 2. Dr S Thamizharasan	Applicant(s):	1. Antony Rozario Gnanaraj Bennet Raj 2. Ganesan Sekar 3. Manish Ananda Eswaran		
College / Institute / University:	Saranathan College of Engineering	Total Grant Sanctioned:	₹30,000/-	Number of Instalment(s):	1

Kindly quote your project ID all your future correspondence.

Please note that the Terms & Conditions of the Grant (Copy enclosed) should be strictly followed. On successful completion of the project, the following documents are to be furnished: (1) hard and soft copy of the Project Report, (2) hard/soft copy of the Project Completion Report, (3) hardcopies of the Utilization Certificates in duplicate, (4) soft copy of the filled-in R&D Compendium pro-forma (in .doc/.docx format) and (5) an Audio/Visual Demonstration of the Prototype/Model/Process in CD or Google Drive File Link. The submission will be treated as successful and complete only on receipt of the above documents.

Kindly acknowledge receipt through email id research@ieindia.org.

Thanking you.

Yours faithfully,

(N Sengupta)

Director (Technical)

For Secretary & Director General

Encl: as stated.

cc: Guide(s) – 1. Dr C Krishnakumar
2. Dr S Thamizharasan



CENTRE FOR FACULTY DEVELOPMENT
Anna University, Chennai-600 025

Phone : 044 - 22358217, Dir : 044 - 22301692
E-mail : facultydevelopment@annauniv.edu

Dr.D.Sridharan
Director

Dr.I.Arul Aram
Additional Director

Letter No.15/CFD/Winter/ Self Finance/FDTP/2020/

Dated:25.2.2020/

To

The Principal
Saranathan College of Engineering,
Trichy-620 012./



Dear Sir,

Sub: Conduct of Six-Day Faculty Development Training Programme –
Settlement of bill - Cheque sent - Reg.

Ref: 1. This office Letter No:29/CFD/Winter/ FDTP/Self Finance/2019-28,
Dated: 31.10.2019. /

2. Your bill dated:2.1.2020. /

With reference to your letter 2nd cited, I am to enclose herewith a cheque bearing No.720131, dated:22.2.2020 for Rs.30,000/- towards the payment of remuneration to resource person in connection with conduct of Six-Day Faculty Development Training Programme on "EE 8602 – Protection and Switchgear" was held from 9.12.2019 to 14.12.2019. /

Kindly acknowledge the receipt of the same.

Yours faithfully,

Encl: As above *8* Unwanted bills retained
herewith.

for Director *25/2/2020*



भारतीय स्टेट बैंक
State Bank Of India

(06463)-ANNA UNIVERSITY CHENNAI
A.U. COLLEGE CAMPUS
SARDAR PATEL ROAD, GUINDY,
CHENNAI, TAMILNADU 600025
Tel : 44 22200016 Fax : IFS Code : SBIN0006463 SWIFT :

A/C. PAYEE ONLY.

केवल 3 महीने के लिए वैध / VALID FOR 3 MONTHS ONLY

22 02 20 20
D D M M Y Y Y Y

PAY Principal Saranatham College of

Engineering
या धारक को OR BEARER

रुपये RUPEES

Thirty thousand only

अदा करे

₹ 30000/-

क्र. नं.
A/c No.

10496977951

VALID UPTO ₹ 10 LACS AT NON-HOME BRANCH FOR NON-CBBI TRANSACTION ONLY

15977969401

SB ACCOUNT

PREFIX :
0523600000

FOR CENTRE FOR FACULTY DEVELOPMENT

DIRECTOR

EDUCATIONAL MULTIMEDIA RESEARCH CENTRE
ANNA UNIVERSITY
CHENNAI-600 025

DIRECTOR

MULTI-CITY CHEQUE Payable at Par at All Branches of SBI

⑈ 7 2 0 1 3 1 ⑈ 6 0 0 0 0 2 0 3 9 ⑈ 0 0 5 0 9 5 ⑈ 3 ⑈

Received from Anna University, Chennai
for Faculty development Training Programme
on "EE 8602 - PROTECTION & SWITCHGEAR"
from 09.12.2019 to 14.12.2019



STTP- Sanction Letter

Ref. No. 34-65/332/RIFD/STTP/Policy-1/2018-19

Date _____

To

The Drawing and Disbursing Officer,
All India Council for Technical Education,
Nelson Mandela Marg,
Vasant Kunj, New Delhi – 110070

Sub: Release of grant for conduct of Short Term Training Programme (STTP) under AQIS 2018-19 during the financial year 2019-20– reg.

Sir,

This is to convey the sanction of the Council for payment of **Rs. 300000 /- (Rupees Three Lakh Only)** for conduct of Short Term Training Program as per details given below:-

1.	Name and address of the beneficiary University / Institution	SARANATHAN COLLEGE OF ENGINEERING , VENKATESWARA NAGAR EDAMALAIPATTIPUDUR POST PANJAPPUR VILLAGE SRIRANGAM TALUK TIRUCHIRAPPALLI-620012 Tamil Nadu
2.	Permanent ID of Institute	1-4190371
3.	Institute type	Unaided - Private
4.	Name of Coordinator	Dr. KRISHNAKUMAR CHITTIBABU
5.	Amount sanctioned	Rs. 300000/-
6.	Amount to be released	Rs.300000/- Full & final payment
7.	Head of account	601.15(a) Gen. Short Term Training Programme (Plan)
8.	The authorized officer in whose favour Cheque/ Demand Draft/ RTGS is to be made	REGISTRAR / DIRECTOR / PRINCIPAL
9.	Title of the programme	Novel Design & Control Strategies and Innovative Technical Practices in LV/HV Modern Switch Gear

1. The amount of the grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education on the grant-in-aid bill and shall be disbursed to and credited to the Registrar/ Director/Principal of the institute through RTGS.

2. This grant-in-aid is being released in conformity with the terms & conditions as well as norms of the scheme as already communicated, and also being communicated in this letter.
3. The Principal of the Institute and the Coordinator of the Program are requested to verify the correctness of the under-mentioned Bank Account / RTGS Details submitted by them alongwith the proposals, in which the grant is being released:-

Institute PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAETS6115N	CITY UNION BANK	TIRUCHIRAPALLI MAIN	KALLI AMMAN KOIL STREET, SIGC CAMPUS, TIRUCHIRAPALLI - 620002	SARANATHAN COLLEGE OF ENGINEERING	Saving Account	023001000138318	CIUB0000023

Instructions/Guidelines to be followed by the University/Institution

I. Disbursement of funds to University/Institutions

- a. The full amount of the grant sanctioned is being released as advance to the University/Institute.
- b. The amount spent by the institute on the conduct of STTP shall be adjusted on the basis of utilization certificate and detailed expenditure statement submitted by the University/Institution on the prescribed format along with other mandatory documents viz feedback form, copy of proceedings and completion report etc.
- c. The above said amount of grant shall be refunded back to AICTE if the Letter of Approval (LOA) / Extension of Approval (EOA) is not issued by AICTE to the institute for the academic year 2019-20.

II Maintenance of Accounts

- a. The Institute shall strictly follow the provisions laid down in the scheme document as available on the portal.
- b. Funds covered by this grant shall be kept separately and would not be mixed up with other funds so as to know the amount of interest accrued on the grant.
- c. The University/College/Institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on approved items of expenditure.
- d. The grant is intended to cover items of expenditure connected with the Short Term Training Programme such as Boarding & Lodging to the participants, TA to outstation participants, Honorarium to Course Coordinator, reading material to participants, Honorarium to resource persons, TA/DA to resource persons including two outstations resource persons & working expenses (reprographic services, postage, transport, daily wages, tea/coffee etc).

III. Conduct of test and issuance of certificate

A test shall be conducted by Program Evaluation Committee (PEC) at the end of the program and the certificates shall be issued to those participants who have attended the program and have qualified in the test.

IV. Submission of Documents by the University/Institutions to AICTE

- a. The following mandatory relevant documents are required to be submitted by the University/Institution within one month of the completion of the program:-
- (i) Original Statement of actual expenditure & Utilization Certificate in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed and sealed by a Chartered Accountant endorsing the membership number and complete postal address. Format for the same is available on AICTE web portal.
- The University/Institution is not required to submit bills/vouchers/invoices etc for the expenditure incurred out of recurring grants. However, such copies of bills/vouchers/invoices shall be digitized by respective institutions receiving grant and uploaded scanned copies of such bills/vouchers/invoices etc on the portal for availability and view at any point of time.
- (ii) Feedback form in the prescribed proforma.
 - (iii) Copy of the proceedings and completion report.
 - (iv) List of candidates who have successfully completed the program on the basis of the test conducted by Program Evaluation Committee (PEC).
 - (v) Report submitted by Program Evaluation Committee (PEC).
- b. The amount of the grant shall be adjusted on submission of utilization certificate & detailed expenditure statement by University/Institution. On receipt of these documents, the total amount of financial assistance, admissible as per the norms, shall be worked out and grant-in-aid adjusted.

V. General instructions

- a. **Preferably 10% of the participants may be industry professionals deputed by industry. Further, not more than 2 participants shall be from the host institution/group of institutions.**
- b. **Money to be reimbursed on the grant (for any reasons to include unspent amount, interest , penalty if imposed) shall be refunded back to AICTE in the form of Demand Draft payable to Member Secretary, AICTE, New Delhi.**
- c. **As AICTE needs adequate time for depositing the Demand Draft in the bank, the same be immediately dispatched to avoid any lapse of the validity period.**
- d. **The STTP is a residential program of a duration of six days with minimum 40 participants.** The approved STTP shall be conducted within three months from the date of release of funds.
- e. **If programme is not conducted in the period of three months of the issuance of this Sanction Order, the released amount, alongwith interest accrued thereon, has to be necessarily returned back to AICTE within a month.**

- f. The expenditure under the Heads '**Honorarium to Course Coordinator**' and '**Honorarium to Resource Persons**' shall not exceed **1% & 20% respectively** of the total sanctioned grant for the Programme. However, overall expenditure shall not exceed the funds sanctioned for the Programme.
- g. Any extra money required to complete the programme must be borne by the institute from their own resources. But the quality of the activities should not be compromised.
- h. Any unavoidable circumstantial change in the program with respect to name of Project Coordinator, Venue and date for organizing STTP would mandatorily require prior approval of the Council. All such requests should be addressed to AICTE, in advance, recording the specific reasons for proposed changes, failing which the offer for the grant already issued would be treated as automatically withdrawn and the financial assistance released in favour of the beneficiary institution shall be refunded immediately to the Council. Kindly mention the File No. 34-65/332/RIFD/STTP/Policy-1/2018-19 in your future correspondence.
- i. **Program Evaluation Committee (PEC)** is required to be constituted at institutional level. The constitution of the PEC shall be as under:
- (i) Principal/Director/Registrar of the institution (Chairperson).
 - (ii) Coordinator of the program (Member Secretary).
 - (iii) Two HoDs and one subject expert (members).
- The members of the said PEC shall not be below the rank of Associate Professor. A test shall be conducted by Program Evaluation Committee (PEC) at the end of the program and the certificates shall be issued to those participants who have attended the program and have qualified in the test. The minutes of the meetings, along with PEC report, are to be submitted to the Council at end of the program along with other mandatory documents.
- j. **GoI GFR rules** (@<https://doe.gov.in/order-circular/general-financial-rules2017-0>) should be followed during utilization of grant.
- k. This Sanction Order may be treated as Offer Letter for all purposes.

NOTE:- Any deviation from the above will invoke serious action against the Institute.

Yours sincerely,


(Dileep N Malkhede)
Advisor-I (RIFD)

Copy forwarded for information and necessary action to: -

1. Name and Address of the Coordinator

Dr. KRISHNAKUMAR CHITTIBABU
SARANATHAN COLLEGE OF ENGINEERING
VENKATESWARA NAGAR EDAMALAI PATTIPUDUR POST PANJAPPUR VILLAGE
SRIRANGAM TALUK
TIRUCHIRAPALLI 620012 Tamil Nadu

2. The Registrar / Director / Principal

SARANATHAN COLLEGE OF ENGINEERING

12 DEC 2019

Dated: 27th May, 2020

F. No.67-20/RIFD/GOC/POLICY-1/2018-19

All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)
Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: www.aicte-india.org



GOC - Sanction Letter for E-Conference

To

The Director/ Principal/ Registrar
Saranathan College of Engineering,
Venkateswara Nagar, Edamalaipattipudur-Post,
Panjappur-Village, Srirangam-Taluk,
Tiruchirappalli, Tamil Nadu-620012

Subject: To organize Conference in online mode i.e. **E-Conference** under the scheme **Grant for Organizing Conference (GOC)**-reg.

Sir/ Madam,

With reference to the Sanction Letter No.67-20/RIFD/GOC/POLICY-1/2018-19 dated-15.11.2019 and proposal submitted by your institute, this is to convey that an amount of Rs. **500000/- (Rupees Five lakh only)** was sanctioned and released to your institute in the month of December-2019 for organizing Conference under the scheme **Grant for Organizing Conference (GOC)**, as per details given below:

1.	Name and address of the Beneficiary Institution:	Director/ Principal/ Registrar Saranathan College of Engineering, Venkateswara Nagar, Edamalaipattipudur-Post, Panjappur-Village, Srirangam-Taluk, Tiruchirappalli, Tamil Nadu-620012
2.	Permanent ID of Institute:	1-4190371
3.	Title of Conference:	International Conference on Cutting Edge Technologies on Electrical, Communication, Embedded system and soft computing techniques
4.	Name of Coordinator:	Dr. Vijayalakshmi Subramanian

The grant was released to the institute's account as per details given in table below:

Institute PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAET S611 SN	CITY UNION BANK	TIRUCHIRAPALLI MAIN	Kalli Amman Koil Street, SIGC Campus, Tiruchirappalli	SARANATHAN COLLEGE OF ENGINEERING	Saving Account	0230010 0013831 8	CIUB0000023

The grant was released to organize the conference in physical mode, but due to outbreak of COVID-19, the Council has decided to give option to the institutions to organize the conference in online mode only i.e. E-Conference with additional terms and conditions.

Note:

1. If your institute has organized the conference in the stipulated time, then you are intimated to submit the requisite documents along with balance amount, if any.
2. If your institute has not organized the conference after receipt of grant, then you are allowed to organize the conference in online mode i.e. E-Conference within 6 months of receipt of this letter.
3. If your institute does not want to organize the **E-conference**, then you are required to refund the complete grant along with the interest accrued thereon.
4. The grant from AICTE will be **Rs. 50,000 or 1/3rd of the total expenditure incurred** for organizing the **E-Conference**, whichever is lesser. Rest amount is required to be refunded to AICTE.

The instructions/guidelines to be followed by College/Institution

I. Limit of Funding

- a. The grant from AICTE will be **Rs. 50,000** or **1/3rd of the total expenditure incurred** for organizing the **E-Conference**, whichever is lesser.
- b. The balance amount should be immediately refunded to AICTE with interest accrued thereon.

There may be the following expenditure heads under **E-Conference**:

- a. Certificate/Brochure and other documents designing.
- b. Conference website designing & updating.
- c. Honorarium to Experts/ Resource Persons.
- d. Publication of proceedings.
- e. Miscellaneous.

II. Submission of documents by college/institution to AICTE on receipt of this letter/grant

- a. The Acceptance letter with dates for Organizing **E-Conference** should reach this office within 15 days from the date of receipt of this Sanction Letter duly signed and sealed by Coordinator and Head of the institution along with permission/clearance of Govt. of India for organizing E-Conference.

III. Maintenance of accounts

- a. The Institute shall strictly follow the provisions laid down in this Letter No. F. No. 67-20/RIFD/GOC/Policy-1/2018-19 dated: 27-05-2020 issued by this office. All correspondence related to the conference must contain this number along with year of sanction of the conference failing which correspondence will not be entertained.
- b. Funds covered by this grant shall be kept separately and would not be mixed up with other funds, so as to know the amount of interest accrued on the grant.
- c. The University/College/Institute shall maintain proper accounts of the expenditure out of the grant.
- d. The Council or its nominee shall have the right to check/verify the account to satisfy that the fund has been utilized for the purpose for it was sanctioned.

IV. Refund of grant to AICTE (by way of a demand draft in favour of Member Secretary, AICTE, New Delhi)

- a. In case the event is cancelled or institute does not want to organize the E-Conference, the fund released should be immediately refunded to AICTE with interest accrued thereon.
- b. The grant shall be refunded to AICTE if the Letter of Approval (LOA) or Extension of Approval is not issued by AICTE to the institute for the academic year 2019-20
- c. The proposed/approved **E-Conference** shall be conducted within 6 months from the date of receipt of this letter. If **E-conference** is not conducted within stipulated time period, the released amount, along with interest accrued thereon, has to be necessarily returned to AICTE within one month, failing which penalty @ 18% will be levied.
- d. Interest accrued on the grant released, shall be refunded to AICTE.
- e. No payment is permissible against the conference **already conducted** before the receipt of grant. Institutions are liable to refund the grant if received after the conduct of conference and have no plan of conducting the **E-conference** ahead.
- f. As AICTE needs adequate time for depositing the Demand Draft in the bank, the same be immediately dispatched to avoid any lapse of the validity period.

V. Submission of documents by college/institution to AICTE after conduct of conference

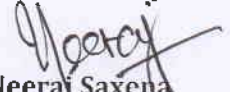
The following documents must be submitted to AICTE within a period of one month, from the date of conduct of Conference:

- a. Feedback form in the prescribed proforma.
- b. Original Statement of actual Expenditure & Utilization Certificate in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed by a Chartered Accountant (with membership no., full address & stamp). Photocopies of formats are enclosed.
- c. Copy of the proceedings/Project completion report.
- d. Attested photocopies of supporting vouchers/bills of expenditure incurred for Organizing Conference.
- e. Soft copy of photographs of conference.
- f. One video of 1-minute duration mentioning: (i). Introduction of the Coordinator mentioning the name and state of institute. (ii). Conference details and achievements attained through Conference (iii). How the Conference was beneficial to students, faculty and institute? (iv). Thanking message for AICTE support.

VI. General instructions

- a. Any Change in the programme for holding Conference, change of Coordinator name, Venue and Date should be effected with prior approval of the Council, failing which the sanction for the grant already issued would be treated as automatically withdrawn.
- b. The assets acquired wholly or substantially of the All India Council for Technical Education's grants shall not be disposed or encumbered or utilized for the purposes other than those for which it was given without proper sanction of the Council and should, at any time the Institution ceased to function, such assets shall revert to the All India Council for Technical Education.
- c. The beneficiary institute will make best efforts to promote the scheme by mentioning the sponsorship/support from AICTE, carrying the Logo of AICTE in conference and other means.
- d. The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ Government of India from time to time. GOI GFR rules (@<https://doe.gov.in/order-circular/general-financial-rules2017-0>) should be followed during utilization of grant.

Yours sincerely,


Neeraj Saxena
Advisor (IDC)

Copy forwarded for information and necessary action to:

1. **Name and Address of the Coordinator**
Dr. Vijayalakshmi Subramanian,
Saranathan College of Engineering, Venkateswara
Nagar, Edamalaipattipudur-Post, Panjappur-Village,
Srirangam-Taluk, Tiruchirappalli, Tamil Nadu-
620012
2. **Guard File**



All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)
Nelson Mandela Marg, VasantKunj, New Delhi-110070 Website: www.aicte-india.org

MODROB - Sanction Letter

Date: 20.07.2020

F. No. 9-128/IDC/MODROB/Policy-1/2019-20

The Drawing and Disbursing Officer,
All India Council for Technical
Education, Nelson Mandela Marg,
Vasant Kunj, New Delhi - 110070

Sub: Release of a sum of **Rs.1100941/- (Rupees Eleven Lakh Nine Hundred FourtyOne Only)** being the 1st installment **Grant-in-Aid** under the scheme **Modernization and Removal of Obsolescence (MODROB)** for the year **2019-20** payable during the current financial year **2020-21**- reg.

Sir,

With reference to the proposal submitted by the institute, this is to convey that the sanction of the Council for payment of **Rs.1376176/- (Rupees Thirteen Lakh SeventySix Thousand One Hundred SeventySix Only)** as sanctioned Grant-in-Aid under the **Modernization and Removal of Obsolescence (MODROB)** scheme, as per details given below:

1.	Name and address of the Beneficiary Institution:	Director/ Principal/ Registrar, SARANATHAN COLLEGE OF ENGINEERING, VENKATESWARA NAGAR EDAMALAI PATTIPUDUR POST PANJAPPUR VILLAGE SRIRANGAM TALUK		
2.	Title of Project:	Modernization of Power Electronics Lab for Integration of Renewable Energy Sources		
3.	Name of Coordinator:	Dr. KRISHNAKUMAR CHITTIBABU		
4.	Duration of the project:	2 years		
4.	Total Grant-in-aid Sanctioned:	Total: Rs.1376176/-	Non-Recurring (85%): Rs.1169749/-	Recurring (15%): Rs.206426/-
5.	Amount to be released during the year 2020-21:	1st Installment Rs.1100941/-	Non-Recurring (85%): Rs.935799/-	Recurring (15%): Rs.165141/-
6.	Sanctioned grant-in-aid is debatable to:	Major Head 601.18(a) Gen. (Plan Head)		

1. The amount of the Grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education on the Grant-in-Aid bill and shall be disbursed to and credited to the account of Director/Principal/ Registrar of the Institute through RTGS/PFMS.
2. This Grant-in-Aid is being released in conformity with the terms & conditions as well as norms of the scheme as already communicated, and also being communicated in this letter.

The instructions/guidelines to be followed by University/Institution

1. Release of funds

- a. The Principal/ Director of the institute and the Coordinator of the project are hereby requested to verify the correctness of the undermentioned bank account/ RTGS details submitted by them along with the Proposal, in which the grant is being released:

No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAETS6115N	CITY UNION BANK	TIRUCHIRAPALLI MAIN	KALLI AMMAN KOIL STREET, SIGC CAMPUS, TIRUCHIRAPALLI - 620002	SARANATHAN COLLEGE OF ENGINEERING	Saving Account	023001000138318	CIUB0000023

In case of any omission the same should be reported to AICTE immediately.

- The sanction is issued in exercise of the powers delegated to the council and other terms & conditions laid down in the guidelines of the scheme.
- 100% grant of the sanctioned amount is being released to Government/Govt. Aided institutions. Utilization Certificate (UC) and other requisite documents are to be submitted within one month of the completion of the project.
- To self-financed/Pvt. Institutions 80% of the sanctioned amount is being released as first installment followed by 20% as reimbursement after receipt of UC and other requisite documents as specified in terms & Conditions of MODROB Scheme.

II. Maintenance of accounts

- The Institute shall strictly follow the provisions laid down in the scheme document and sanction order No. F.No.9-128/IDC/MODROB/Policy-1/2019-20 dated 20.07.2020 issued by this office. All correspondences related to the project must contain this number along with year of sanction of the project; failing which correspondence will not be entertained.
- Funds covered by this grant shall be kept separately and would not be mixed up with other funds, so as to know the amount of interest accrued on the grant AICTE.
- The University/College/Institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on approved items of expenditure (list enclosed).
- The Council or its nominee shall have the right to check /verify the account to satisfy that the fund has been utilized for the purpose for it was sanctioned.
- The date of release of the grant by AICTE shall be taken as the date of commencement of the project. The Principal / Director / Registrar shall intimate about the receipt of the grant to AICTE. Any expenditure incurred prior to the issuance of the approval letter will not be allowed to be adjusted in the grant and if the Institution / University do not take the project work within one month of the receipt of the grant, the approval shall ipso fact lapse.
- After receipt of the grant from AICTE, the Institute shall send a confirmation to AICTE within 2 months of receipt of grant that the sanctioned project has been started/is in progress.

III. Refund of grant by way of a demand draft in favour of Member Secretary, AICTE, New Delhi

- If the college/institute does not have the Letter of Approval (LOA) or Extension of Approval issued by AICTE for the academic year 2020-21, the fund released should be immediately refunded to AICTE with interest accrued thereon.
- If project is not started within six months of the issuance of this Offer Letter, the released amount, along with interest accrued thereon, has to be necessarily returned to AICTE.
- In any case, if the institute is required to refund the grant or interest accrued thereon or balance amount, the amount will be refunded to AICTE.
- It may be ensured that the project is completed within the stipulated time. If the project is not completed in time, no further extension will be granted in any case and institute has to refund the entire amount to AICTE.

AICTE needs adequate time for depositing the Demand Draft in the bank, the same be immediately patched to avoid any lapse of the validity period.

Submission of documents by college/institution after completion of Project/Subsequent years.

The following mandatory relevant documents are required to be submitted by the college/institution within one month of the completion of the project: -

- a. Feedback form in the prescribed proforma.
- b. The **Annual Progress Report (APR)** in the prescribed format along with the original Statement of actual Expenditure in the prescribed proforma duly signed by the Head of the institution and shall be submitted to AICTE not later than one month after completion.
- c. The **Utilization Certificate (UC)** supported by Audited Statement of Expenditure to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the AICTE immediately after completion of the project. It should contain the head-wise break up of expenditure made from the grant-in-aid provided by the Council. Audited Statement of Expenditure indicating expenditure incurred in the total duration of the project in the prescribed format and GFR-19 shall be submitted to the Council.
- d. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed by a Chartered Accountant (with membership no., full address & stamp). Photocopies of formats are enclosed.
- e. **Program Evaluation Committee (PEC)** is required to be constituted at Institutional level. The constitution of the PEC shall be as under:
 - (i) Principal/Director/Registrar of the Institution(Chairperson)
 - (ii) Coordinator of the project (Member Secretary),
 - (iii) Two HODs and one subject expert(Members).

The members of the said PEC shall not be below the rank of Associate Professor. The minutes of the meetings are to be submitted to the Council at end of the project along with other mandatory documents.

- f. Project completion report project indicating the activities undertaking, number of students benefited, laboratory works photographs of students, together with their views is to be submitted.
- g. Attested photocopies of supporting vouchers/bills of expenditure incurred for the completion of Project.
- h. Photographs of equipment's purchased.
- i. The balance amount of the grant will be reimbursed to the university/institution only on submission of the above documents. On receipt of these documents, the total amount of balance of financial assistance, admissible as per the norms, shall be worked out and grant-in-aid shall be released, as second installment, in favour of the beneficiary institution.

V. General instructions

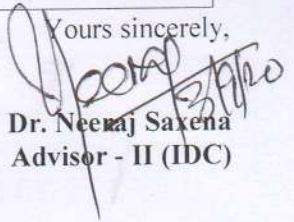
- a. The amount of interest accrued on the grant should be treated as part of the grant to be utilized for that particular project. However, the interest amount accrued along with grant disbursed should not exceed the total grant sanctioned for the project. The Institute receiving the grant should reflect the same in the audited statement of accounts/ utilization certificate and may either refund the interest amount to AICTE or AICTE shall adjust the same in the next installment of grant before its released.
- b. Any unavoidable circumstantial change in the project with respect to name of Project Coordinator for the MODROB project would mandatorily require prior approval of the Council.*All such requests should be addressed to AICTE, in advance, recording the specific reasons for proposed changes, failing which the offer for the grant already issued would be treated as automatically withdrawn and the financial assistance released in favour of the beneficiary institution shall be refunded immediately to the Council. Kindly mention the File No.9-1/RIFD/MOD/Policy-1/2019-20 in your future correspondence.
- c. The grantee shall maintain an audited record of assets acquired wholly or substantially out of the Grant-in-Aid and a register of assets shall be maintained by the Institute in the prescribed form i.e.GFR-19.
- d. The College / Institute receiving grant under MODROB is expected to put up a plaque at the main entrance of

...b/Department, which has been modernized using the grant. All the equipment procured through the project should be super scribed with AICTE project file number.
The assets acquired wholly or substantially out of grant shall not be disposed or encumbered or utilized for the purpose other than those for which the Grant was given without proper sanction of the AICTE and should at any time the institution cease to function, such assets shall revert to the AICTE.

- f. The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ Government of India from time to time. GOI GFR rules (@<https://doe.gov.in/order-circular/general-financial-rules2017-0>) should be followed during utilization of grant.

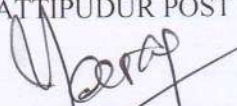
List of Equipment's approved:

Name of Equipments
Power Analyzer
Mixed Signal Oscilloscopes
FPGA Development Board
dSPACE
Data Logger/ Data Acquisition/ Control System/ IndicatorData Acquisitions
Solar PV Emulator
Digital Data Acquisitions

Yours sincerely,

Dr. Neeraj Saxena
Advisor - II (IDC)

Copy forwarded for information and necessary action to:

- Name and Address of the Coordinator,**
Dr. KRISHNAKUMAR CHITTIBABU
SARANATHAN COLLEGE OF ENGINEERING, VENKATESWARA NAGAR EDAMALAI PATTIPUDUR POST
PANJAPPUR VILLAGE SRIRANGAM TALUK
- The Registrar / Director / Principal,**
Name and Address of the Coordinator,
Dr. KRISHNAKUMAR CHITTIBABU
SARANATHAN COLLEGE OF ENGINEERING, VENKATESWARA NAGAR EDAMALAI PATTIPUDUR POST
PANJAPPUR VILLAGE SRIRANGAM TALUK
- Guard File**


Dr. Neeraj Saxena
Advisor - II (IDC)