



OFFICE OF THE REGISTRAR
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
AN INSTITUTE OF NATIONAL IMPORTANCE
(FORMERLY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR)

No. RDO/1795/19

Dated, 24th October, 2019

Order

In pursuance of the decision taken in the 13th meeting of the Senate held on 8th November, 2017, and on the recommendation of the Institute Budget Committee in its 7th meeting held on 21.08.2019 and subsequent approval of the competent authority the following guidelines shall be followed for utilization of contingency grant by registered Research Scholars under Institute Ph.D. Fellowship Scheme:

- 1) Institute will allot additional recurring grant under head 'Contingency/Consumables' of Rs.20,000/- p.a. per each registered research scholar to every Department/School/Centre in which the scholars are associated. A research scholar shall be entitled to reimburse consumable/contingent expenses towards his Ph.D. work to a maximum limit of Rs.20,000/- p.a. The amount has to be utilised for the purpose as decided in 13th meeting of the Senate following the provisions of GFR, 2017.
- 2) All bills/vouchers are to be drawn in the name of Supervisor of that Scholar and to be forwarded to Finance Section for payment after approval of the Chairman, DPGC / Head of the Department. In case of reimbursement, the amount to be reimbursed only to the concerned Supervisor and not to the research scholar.
- 3) For attending conference/workshop within India/abroad, the Institute will extend partial support to the scholars on the basis of the standard of the conference/workshop and quality of the paper and subject to the availability of funds. The Committee as proposed by the Senate will evaluate the relevant documents and recommend to the Director for consideration and approval.

The amount to be utilised strictly for the purpose as mentioned in Office Order No. AT/14th Senate/RMS/6553/18 Dt. 07.03.2018.

Sd/-
(Biman Bandyopadhyay)
Registrar

Memo No. 1795/19 (4)

Dated, 24th October, 2019

Copy forwarded for information and necessary action to :

- 1) Private Secretary, Office of the Director
- 2) All Deans / All Heads of the Departments/Schools/Centres
- 3) All Officers
- 4) Institute Website

W 24/10/2019
(Biman Bandyopadhyay)
Registrar