

# SCIENCE ACADEMIES' EDUCATION PROGRAMME

## JOINT SCIENCE EDUCATION PANEL

SEP/LW/October/2018

27 August 2018

### Indian Academy of Sciences

Murthy, M.R.N.  
(Chairman)

Kanharem D.G.  
(Co-Chairman)

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Dhar, Deepak

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Radhakrishnan, T. P.

Rangarajan, Govindan

Saidapur, S.K.

Sankaran, P.

Satheesh, S.K.

Sebastian, K. L.

Sengupta, Pulak

Subramaniam,

Annapurni

Dr Rajni Ratti  
Asst. Professor  
PG Dept. of Chemistry  
SGGS Khalsa College  
Mahilpur, Hoshiarpur  
Punjab 146 105

Sub: Lecture Workshop on "Quantum chemistry and spectroscopy" at SGGS Khalsa College, Mahilpur during 28-29 September 2018.

Dear Dr Ratti,

This has reference to the letter forwarding a proposal and budget for organizing a two-day Lecture Workshop at SGGS Khalsa College, Mahilpur. The Joint Science Education Panel of the three Academies will be happy to sponsor and support the Lecture Workshop. We note that Prof. E. Arunan (IISc, Bengaluru) will be the workshop Convener and that you will be the Workshop Co-ordinator.

(a) Your budget of Rs. 1,42,500/- including travel expenses. (Resource Persons travel expenses (i) II tier A/C train fare for persons below the age of 60 (ii) air travel by Air India only for Resource Persons over the age of 60) for 150 participants has been approved by the Science Education Panel. As per the guidelines, the ideal number of participants in a Lecture Workshop should be between 100 and 125 and in any case should not exceed 150, to maximize interaction between participants and resource persons. Please note that you have to adhere to our guidelines and the approved amount is strictly following the budget heads in the guideline.

(b) Please note that only the names of Convener and Coordinator of the Workshop should be included in brochure/invitation etc. Names of members of the management, organizing committees, patrons etc should be strictly avoided.

(c) Please ensure that the expenditure on individual items does not exceed the sanctioned BUDGET HEAD. If the actual expenditure exceeds the sanctioned budget, THE HOST INSTITUTION SHOULD TAKE CARE OF THE DIFFERENCE.

(d) Lecture Workshops are sponsored and supported by the three National Science Academies – IASc, INSA and NASI. The names of INDIAN ACADEMY OF SCIENCES (BENGALURU), INDIAN NATIONAL SCIENCE ACADEMY (NEW DELHI) and THE NATIONAL ACADEMY OF SCIENCES, INDIA (ALLAHABAD) should therefore be mentioned in all publicity material such as programme sheet, invitation cards, etc.

(e) It may be noted that no formal certificates should be issued to participants. A letter of attendance signed by Coordinator may be issued to those who need it.

(f) The Workshop should be called Science Academies' Lecture Workshop in "Quantum chemistry and spectroscopy"

(g) You should send us three copies of the printed programme cards once it is printed.

### Indian National Science Academy

Chattaraj, P. K.  
Chaudhuri, Probal  
Ghosh, Amit  
Goswami, J.N.

### The National Academy of Sciences, India

Dimri, V.P.  
Khurana, Paramjit  
Misra, Gadadhar  
Mittal, J.P.

### Contact Address

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Indian Academy  
of Sciences,  
Bengaluru



Indian National  
Science Academy,  
New Delhi



The National Academy  
of Sciences, India  
Allahabad

(h) We urge you to open a new bank account in the name of the lecture workshop or in the name of the principal and provide full details of the account:

1. Account No;
2. Name of the Account Holder;
3. Name of the Bank;
4. Name of the Branch;
5. IFS code for non-SBI accounts.

Alternatively, you can provide us the existing college bank account number to which we can transfer the amount.

The audited expenditure statement/utilization certificate duly signed by competent authority (CA or Financial Controller) to be sent along with the report, once the Course is over. This is required for the audit compliance. The format will be sent to you separately.

You can go ahead with organizing the Workshop in consultation Prof. E. Arunan and keep in touch with us about the progress.

With regards,

Yours sincerely,



C S Ravi Kumar  
Coordinator  
Science Education Programme