



PONDICHERRY UNIVERSITY
(A Central University)

PLANNING & DEVELOPMENT SECTION
Bharat Ratna Dr.B.R. Ambedkar Administrative Building
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Kalapet, Puducherry – 605 014

S. ALAMELU,
Assistant Registrar (P & D)

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PU/PD2/556/2012 / 755

Date : 27.02.2015

CIRCULAR

Please find enclosed herewith the Minutes of the meeting of the Deans Sub-Committee constituted as per the guidelines of the UGC to review the proposals to avail Financial Assistance for Travel within India and to organize the Seminar / Conference / Workshop / Training programme to adhere the same in future.

/ By Order /

Encl. : As above.


2/3/15
Assistant Registrar (P&D)

To

All Faculty / Officers
Pondicherry University.

Copy to :

1. The A.R. to V.C – for kind information of the Vice-Chancellor
2. The P.S. to the Director, SEI&RR – for kind information of the Director
3. The A.R., O/o. the Registrar – for kind information of the Registrar
4. The P.S. to the F.O. – for kind information of the Finance Officer

PONDICHERRY UNIVERSITY
PLANNING AND DEVELOPMENT SECTION

MINUTES OF THE 11TH MEETING OF THE DEANS SUB-COMMITTEE TO EVOLVE ADDITIONAL CRITERIA FOR FINANCIAL ASSISTANCE FOR TRAVEL WITHIN INDIA AND TO ORGANIZE THE SEMINAR / WORKSHOP HELD ON 06.02.2015 AT 02.00 P.M. IN THE CHAMBER OF THE REGISTRAR, PONDICHERRY UNIVERSITY.

The Committee has gone through the existing criteria and suggested that

- (1) If more than one member have applied from the same department for the same programme in a particular period, priority should be given to the faculty who has not availed or who has availed not recently.
- (2) While issuing the sanction order, the faculty is to be advised to strictly adhere to the expenditure within the sanctioned amount. No additional expenditure shall be entertained.
- (3) During conduct of the Seminar/Workshop/Conference, the University shall admit the expenditure within the sanctioned amount. No additional expenditure shall be entertained.
- (4) The application for grant may be sent by teachers / officers through the head of the department at least 60 days before the date of the programme as per the UGC Guidelines.

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