

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](http://www.aicte-india.org)  
MODROB - Sanction Letter

F.No.9-153/IDC/MODROB/Policy-1/2019-20

Date: 20.07.2020

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

Subj: Release of a sum of **Rs.1207529/- (Rupees Twelve Lakh Seven Thousand Five Hundred TwentyNine Only)** being the 1<sup>st</sup> 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.1509412/- (Rupees Fifteen Lakh Nine Thousand Four Hundred Twelve 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, VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY, VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY, BESIDE VSEZ, DUVVADA, VEPZ (POST), GAJUWAKA, VISAKHAPATNAM-530049.		
2.	Title of Project:	ADVANCED VLSI AND EDA TOOLS LABORATORY		
3.	Name of Coordinator:	Dr. KETHAVATHU NAIK		
4.	Duration of the project:	2 years		
4.	Total Grant-in-aid Sanctioned:	Total: Rs.1509412/-	Non-Recurring (85%) Rs.1283000/-	Recurring (15%) Rs.226412/-
5.	Amount to be released during the year 2020-21:	1 <sup>st</sup> Installment Rs.1207529/-	Non-Recurring (85%) Rs.1026399/-	Recurring (15%) Rs.181129/-
6.	Sanctioned grant-in-aid is debatable to:	Major Head 601.18(a) Gen. (Plan Head)		

- 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.
- 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

- 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:



PRINCIPAL  
VIGNAN'S INSTITUTE OF  
Information Technology (A)  
Beside VSEZ, Duvvada, Visakhapatnam-530049

F.No.9-153/IDC/MODROB/Policy-1/2019-20

Institute PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AAAAL0564H	SBI	Maharanipeta	Maharanipeta, VISAKHAPATNAM	VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY	Current Account	30569579734	SBIN0000754

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.

By 10.07.2020 the sanctioned amount is being released as first installment followed by 10.07.2020 the 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.9-153/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 facto 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.



*Signature*  
**PRINCIPAL**  
**VIGNAN'S INSTITUTE OF**  
**Information Technology (AI**  
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F.No.9-153 IDC MODROB Policy-1/2019-20



- b. 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.
- IV. 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 indicating the activities undertaken, 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.

LS-09-12/MOD/MODROB/Policy-1/2019-20

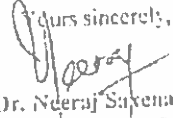


  
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Information Technology (A)  
Beside: VSEZ, Durgam Cheruvu, Hyderabad - 500043

- d. The College / Institute receiving grant under MODROB is expected to put up a plaque at the main entrance of the Lab Department, which has been modernized using the grant. All the equipment procured through the project should be super scripted with AICTE project file number.
- e. 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.

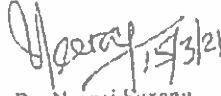
List of Equipment's approved:

Name of Equipments
Zynq 7000 Zed development board with accessories
DM6437 Digital Video Development Platform (DVDP)
Mentor HEP-1: IC Nano Meter Design
Xilinx vivado system edition
Genesys 2 Kintex-7 FPGA Development Board- (XC7K325T-2T-FG000C)
Zynq 7000 Zed development board with accessories (Zynq-7000 AP SoC XC7Z020-CLG484)
Computers

Yours sincerely,  
  
 Dr. Neeraj Saxena  
 Advisor - II (IDC)

Copy forwarded for information and necessary action to:

1. Name and Address of the Coordinator,  
 Dr. KETHAVATHU NAIK  
 VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY,  
 VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY, BESIDE VSEZ, DUVVADA, VEPZ (POST),  
 GAJUWAKA, VISAKHAPATNAM-530049, 530049
2. The Registrar / Director / Principal,  
 Dr. B. Arundhati  
 VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY  
 VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY, BESIDE VSEZ, DUVVADA, VEPZ (POST),  
 GAJUWAKA, VISAKHAPATNAM-530049, 530049
3. Guard File

  
 Dr. Neeraj Saxena  
 Advisor - II (IDC)



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 VIGNAN'S INSTITUTE OF  
 Information Technology (A)  
 Beside, VSEZ, Duvvada, Visakhapatnam-49

153 IDC/MODROB Policy-1/2019-20

FILE NO. SRG/2020/000988  
**SCIENCE & ENGINEERING RESEARCH BOARD (SERB)**  
 (A statutory body of the Department of Science & Technology, Government of India)

5 & 5A, Lower Ground Floor  
 Vasant Square Mall  
 Plot No. A, Community Centre  
 Sector-B, Pocket-5, Vasant Kunj  
 New Delhi-110070

Dated: 29-Dec-2020

**ORDER**

Subject: Financial Sanction of the research project titled "Investigations on the Formability, Microstructure and Mechanical behavior of Titanium and Nitinol alloy foils during Single Point Micro Incremental Forming Process" under the guidance of Dr. Gunda Yoganjaneyulu, Mechanical Engineering, Vignan's Institute of Information Technology, Beside vsez, duvvada, Vadlapudi post, gajuwaka, visakhapatnam, Vishakhapatnam, Andhra pradesh-530049 - Release of 1st grant.

Sanction of Science and Engineering Research Board (SERB) is hereby accorded to the above mentioned project at a total cost of Rs. 2397510/- (Rs. Twenty Three Lakh Ninety Seven Thousand Five Hundred and Ten Only) with break-up of Rs. 1249560/- under Capital (Non-recurring) head and Rs. 1147950/- under General (Recurring) head for a duration of 24 months. The items of expenditure for which the total allocation of Rs. 2397510/- has been approved are given below:

S. No	Head	Total (in Rs.)
<b>A</b>	<b>Non-recurring</b>	
1	Equipment -> Micro CNC Milling Machine	1249560
<b>A'</b>	<b>Total (Non-Recurring)</b>	<b>1249560</b>
<b>B</b>	<b>Recurring Items</b>	
1	Recurring - I : (Manpower)	744000
	Recurring - II : ( Consumables, Travel, Contingencies)	176000
	Recurring - III : Scientific Social Responsibility	10000
2	Recurring - IV : (Overhead Charges)	217950
<b>B'</b>	<b>Total (Recurring)</b>	<b>1147950</b>
<b>C</b>	<b>Total cost of the project (A' + B')</b>	<b>2397510</b>

2. Sanction of the SERB is also accorded to the payment of Rs. 1249560/- (Rupees Twelve Lakh Forty Nine Thousand Five Hundred and Sixty only) under 'Grants for creation of capital assets' and Rs. 578970/- (Rupees Five Lakh Seventy Eight Thousand Nine Hundred and Seventy only) under 'Grants-in-aid General' to Principal, Vignan's Institute Of Information Technology, Beside VSEZ, Duvvada, Vadlapudi Post, Gajuwaka, Visakhapatnam being the first installment of the grant for the year 2020-2021 for implementation of the said research project.

3. The expenditure involved is debitable to Fund for Science & Engineering Research (FSER)  
 This release is being made under Start-up Research Grant (EC Engineering Sciences)

4. The Sanction has been issued to Vignan's Institute Of Information Technology, Beside VSEZ, Duvvada, Vadlapudi Post, Gajuwaka, Visakhapatnam with the approval of the competent authority under delegated powers on 11 December, 2020 and vide Diary No. SERB/F/5537/2020-2021 dated 11 December, 2020

5. Sanction of the grant is subject to the conditions as detailed in Terms & Conditions available at website ([www.serb.gov.in](http://www.serb.gov.in)).

6. Overhead expenses are meant for the host Institute towards the cost for providing infrastructural facilities and general administrative support etc. including benefits to the staff employed in the project.

7. While providing operational flexibility among various subheads under head Recurring-II, it should be ensured that not more than Rs. 1 lakh each should be spent for travel and contingency.

8. Budget sanctioned under Scientific Social Responsibility (SSR) is meant only for activities enlisted under SSR norms and under no circumstances it can be reappropriated.

9. As per rule 211 of GFR, the accounts of project shall be open to inspection by sanctioning authority/audit whenever the institute is called upon to do so.

10. The sanctioned equipment would be procured as per GFR and its disposal of the same would be done with prior approval of SERB.

11. The release amount of Rs. 1828530/- (Rupees Eighteen Lakh Twenty Eight Thousand Five Hundred and Thirty only) will be drawn by the Under Secretary of the SERB and will be disbursed by means of RTGS transaction as per their Bank details given below:



**PRINCIPAL**  
**VIGNAN'S INSTITUTE OF**  
**Information Technology (A)**  
 - 530049 Duvvada, Visakhapatnam - 4

PFMS Unique Code	APVS00008091
Account Name	VIGNANS INSTITUTE OF INFORMATION TECHNOLOGY(SRG/2020/000988)
Account Number	35385930685
Bank Name & Branch	State Bank of India Siripuram Branch, D No 8-1-13, Siripuram oppo AU Registrar office, Dutt Island, Visakhapatnam, Pincode-530003
IFSC/RTGS Code	SBN0006846
Email Id of A/C Holder	vignanliteraryandco.com
Email Id of PI	yogi.08390@gmail.com

12. The institute will furnish to the SERB, separate Utilization certificate(UCs) financial year wise to the SERB for Recurring (Grants-in-aid General) & Non-Recurring (Grants for creation of capital assets) and an audited statement of accounts pertaining to the grant immediately after the end of each financial year.

13. The institute will maintain separate audited accounts for the project. A part or whole of the grant must be kept in an interest earning bank account which is to be reported to SERB. The interest thus earned will be treated as credit to the institute to be adjusted towards further installment of the grant.

14. The project File no. SRG/2020/000988 may also be mentioned in all research communications arising from the above project with due acknowledgement of SERB.

15. The manpower sanctioned in the project, if any is co-terminus with the duration of the project and SERB will have no liability to meet the fellowship and salary of supporting staff if any, beyond the duration of the project.

16. As this is the first grant being released for the project, no previous U/C is required.

17. The institute may refund any unspent balance to SERB by means of a Demand Draft favoring "FUND FOR SCIENCE AND ENGINEERING RESEARCH" payable at New Delhi.

18. The organization/institute/university should ensure that the technical support/financial assistance provided to them by the Science & Engineering Research Board should invariably be highlighted/acknowledged in their media releases as well as in bold letters in the opening paragraphs of their Annual Report.

19. In addition, the investigator/host institute must also acknowledge the support provided to them in all publications, patents and any other output emanating out of the project/program funded by the Science & Engineering Research Board.

(Dr. Ramesh Vijayan)  
Scientist - D  
drvramesh@serb.gov.in

To,  
Under Secretary  
SERB, New Delhi

Copy forwarded for information and necessary action to:-

1.	The Principal Director of Audit, A.G.C.R. Building, Third Floor I.P. Estate, Delhi-110002
2.	Sanction Folder, SERB, New Delhi.
3.	File Copy
4.	Dr. Gunada Yoganjameyulu Mechanical Engineering Vignans Institute of Information Technology, Beside vsez, duvvada, Vadlapudi post, Gajuwaka, Visakhapatnam, Visakhapatnam, Andhra Pradesh-530049 Email: yogi.08390@gmail.com Mobile: 919791239423 (Start date of the project may be intimated by name to the undersigned. For guidance, terms & Conditions etc. Please visit <a href="http://www.serb.gov.in">www.serb.gov.in</a> .)
5.	Principal, Vignans Institute Of Information Technology, Beside VSEZ, Duvvada, Vadlapudi Post, Gajuwaka, Visakhapatnam (Receipt of Grant may be intimated by name to the undersigned)

(Dr. Ramesh Vijayan)  
Scientist - D  
drvramesh@serb.gov.in



PRINCIPAL  
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Information Technology (A)  
Beside: VSEZ, Duvvada, Visakhapatnam-49

## 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](http://www.aicte-india.org)



### STTP- Sanction Letter

Ref. No. 34-66/93/FDC/STTP/Policy-1/2019-20

Date

12 OCT 2020

From

Director,  
Faculty Development Cell,  
AICTE, New Delhi-110070

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 2019-20 during the financial year 2020-21- reg.

Sir,

This is to convey the sanction of the Council for payment of Rs. 391667 /- (Rupees Three Lakh NinetyOne Thousand Six Hundred SixtySeven Only) for conduct of Short Term Training Program as per details given below:-

1.	Name and address of the beneficiary University / Institution	VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY, BESIDE VSEZ, DUVVADA, VEPZ (POST), GAJUWAKA, VISAKHAPATNAM-530049. Andhra Pradesh 530049
2.	Permanent ID of Institute	1 2511162
3.	Institute type	Unaided - Private
4.	Name of Coordinator	Dr. GUMMADI RAO
5.	Amount sanctioned	Rs. 391667/-
6.	Amount to be released	Rs.391667/- 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	Advances in urban water Engineering and Ground water storage management

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.

PRINCIPAL  
VIGNAN'S INSTITUTE OF



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 No.	Bank Name	Bank Branch Name	Bank Address	Account Name	Account Type	Account	IFSC
AAAAL0584H	CENTRAL BANK OF INDIA	SEETAMMAPE TA Branch	50-81-25, J.K.CENTRE SEETAMMAPE, VISAKHAPATNAM, A.P	VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY	Current Account	3585897444	CBIN0280824

**Instructions/Guidelines to be followed by the University/Institution**

**I. Disbursement of funds to University/Institutions**

- The full amount of the grant sanctioned is being released as advance to the University/Institute.
- 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.
- 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 2020-21.

**II Maintenance of Accounts**

- The Institute shall strictly follow the provisions laid down in the scheme document as available on the portal.
- 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.
- 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.
- 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 Monitoring Committee (PMC) at the end of the program and joint certificates shall be issued (by AICTE & conducting institute) to those participants who have attended the program and have scored minimum 60% marks in the test.

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

- The following mandatory relevant documents are required to be submitted by the University/Institution within one month of the completion of the program:-

- 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



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Information Technology (AI)



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 Monitoring Committee (PMC).
  - (v) Report submitted by Program Monitoring Committee (PMC).
- 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. The grant released/or part thereof, if remains unutilized for any reason after expiry of stipulated time period (for any reasons to include unspent amount, interest, penalty if imposed) shall be refunded back to AICTE in the form of RTGS payable to Member Secretary, AICTE, New Delhi. The bank details of AICTE are as under:-

Account No	: 55113199952
Name of the Account Holder	: Member Secretary, AICTE, New Delhi
Bank Name	: State Bank of India
Branch Name	: Shastri Bhawan, New Delhi
IFSC Code	: SBIN0050203

- c. The STTP is a residential program of a duration of six days with minimum 40 participants. The approved STTP shall be conducted within six months from the date of release of funds.
- d. If programme is not conducted within the period of six months of the release of the 100% grant, the released amount, alongwith interest accrued thereon, has to be necessarily returned back to AICTE within a month through RTGS.
- e. 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.
- f. 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.
- g. 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. 34-66/93/FDC/STTP/Policy-1/2019-20 in your future correspondence.
- i. Steering Committee/Project Monitoring Committee (PMC) 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) (II) Coordinator of the program (Member Secretary).
- (iii) Two HoDs and one subject expert (members).



  
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Information Technology  
Reside: VSEZ, Duvvada, Visakhapatnam

The members of the said PMC shall not be below the rank of Associate Professor. A test shall be conducted by Project Monitoring Committee (PMC) at the end of the program and the certificates shall be issued to those participants who have attended the program. The minutes of the meetings, along with PMC 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,

(Col. B Venkat)  
Director (FDC)

12 OCT 2020

Copy forwarded for information and necessary action to:-

1. Name and Address of the Coordinator  
Dr. GUMMADI RAO  
VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY  
VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY, BESIDE VSEZ, DUVVADA, VEPZ (POST),  
GAJUWAKA, VISAKHAPATNAM-530049.  
Andhra Pradesh 530049
2. The Registrar / Director / Principal  
VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY  
VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY, BESIDE VSEZ, DUVVADA, VEPZ (POST),  
GAJUWAKA, VISAKHAPATNAM-530049.  
Andhra Pradesh 530049
3. Guard File



PRINCIPAL  
VIGNAN'S INSTITUTE OF  
Information Technology (A)  
Beside VSEZ, Duvvada, Visakhapatnam-49

ಪ್ರೊ. ಎಸ್.ಸಿ. ಶರ್ಮ  
ನಿರ್ದೇಶಕರು

ಪ್ರೊ. ಎಸ್.ಸಿ. ಶರ್ಮ  
ನಿರ್ದೇಶಕರು

Prof. S.C. Sharma  
Director



ರಾಷ್ಟ್ರೀಯ ಮೌಲ್ಯಾಂಕರಣ ಮತ್ತು ಮಾನ್ಯತಾ ಪರಿಷತ್ತು

ವಿಶ್ವವಿದ್ಯಾಲಯ ಅನುದಾನ ಆಯೋಗದ ಸ್ವಾಯತ್ತ ಸಂಸ್ಥೆ

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

NAAC/Seminar/BSP/DIR/2021

8<sup>th</sup> February 2021

The Principal  
Vignan's Institute of Information Technology  
Beside VSEZ, Duvvada, Vadlapudi Post,  
Gajuwaka, Visakhapatnam - 530049,  
Andhra Pradesh

Respected Sir/Madam,

Greetings from NAAC.

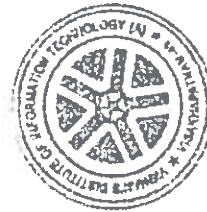
This is with reference to your proposal seeking NAAC financial assistance/academic support for organizing seminar in your institution. After due consideration your proposal has been accepted for financial assistance of **Rs.30,000/- (Rupees Thirty-Thousand only)**. Due to new Corona Virus Disease 2019 (COVID 19), NAAC encourages the HEIs organising seminars though online mode. Therefore, NAAC sponsorship for financial assistance under different heads has been revised. The balance amount required to organize this activity may kindly be mobilized at your end. The financial assistance is subject to the adherence to the enclosed procedures for release of sanctioned grants and settlement of the same. NAAC appreciates the initiative taken by your institution and hope that the institution will continue to strive for quality and excellence in Higher Education.

The seminar/workshop has to be conducted on the scheduled date(s) as mentioned in the seminar proposals sent to NAAC. In case of any change in scheduled date due to COVID 19 the institution should inform NAAC the exact date of the seminar. In case the seminar has to be conducted during February/ March 2021, the claims have to be received by NAAC on or before 31<sup>st</sup> March 2021. In case of any delay in submission of the claims the reimbursement will not be made and NAAC will not be liable for the expenditure incurred.

Yours sincerely,

(S. C. Sharma)

Encl: a/a



Cc: Southern Region Coordinator (Dr. M. S. Shyammasundar, Adviser, NAAC)  
shyam.naac@yahoo.co.in

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ಅಂಚೆ ಪೆಟ್ಟಿಗೆ ಸಂಖ್ಯೆ: ೧೦೭೫, ನಾಗರಭಾವಿ, ಬೆಂಗಳೂರು - ೫೬೦ ೦೭೨, ಕರ್ನಾಟಕ, ಭಾರತ / ಪಿ. ಓ. ಬಾಕ್ಸ್ ನಂ. ೧೦೭೫, ನಾಗರಭಾವಿ, ಬೆಂಗಳೂರು - ೫೬೦ ೦೭೨, ಭಾರತ

P.O. Box No.1075, Nagarbhavi, Bengaluru - 560 072, INDIA

☎ : +೯೧-೮೦-೨೨೨೧೦೨೭೭, ೨೨೦೦೫೧೧೨, ೧೧೫, ೧೧೫ (ನೇರ) ಟಿ : +೯೧-೮೦-೨೨೨೧೦೨೭೭

ಮಂಚಂಚೆ/ई-मेल/E-mail : director.naac@gmail.com /ಜಾಲತಾಣ/वेबसाइट/Website : www.naac.gov.in



## NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BANGALORE

### Procedure for Release of the Financial Support:

- ⇒ As an important post-accreditation quality sustenance activity, NAAC has requested the institutions to establish Internal Quality Assurance Cell (IQAC) in their institution. Hence organization of the seminar/workshop is mandated to be the activity of IQAC of the Institution.
- ⇒ The programme details of seminar/conference have to be sent to NAAC at least one month prior to the scheduled dates.
- ⇒ The sanctioned amounts should be spent exclusively on the programme for which the assistance is approved by NAAC.
- ⇒ The release of grants will be on submission of the event and submission of the bills/vouchers/Statement of expenditure and Utilizations Certificate within a month to NAAC. In case of any delay in submission of the claims the reimbursement will not be made and NAAC will not be liable for the expenditure incurred.
- ⇒ For better coordination organisers should be in communication with the respective Regional Coordinator at NAAC.
- ⇒ The seminar/workshop has to be conducted on the scheduled date(s) as mentioned in the seminar proposals sent to NAAC. You have to obtain prior permission from NAAC if there is any change in the scheduled date of the seminar and state the reason for change of dates.
- ⇒ The seminar/workshop has to be conducted on the theme/title as mentioned in the seminar proposals sent to NAAC. You have to obtain prior permission from NAAC if there is any change in the scheduled theme/title of the seminar and state the reason for change of theme/title.
- ⇒ Institutions may write a letter to the Regional Co-ordinators, NAAC seeking nomination for resource persons.
- ⇒ TA and honorarium for NAAC nominated resource persons and others may be paid within the grant sanctioned by NAAC. Honorarium of Rs. 2,000/- per day may be paid as per NAAC rule.
- ⇒ If NAAC officer is participating, the TA/DA may be either borne by NAAC or by the institution from the sanctioned grant. However, hospitality needs to be provided by the institution.
- ⇒ For National Level seminar, institution has to invite at least 10% of participants from outside the state and for State Level Seminar institutions have to invite at least 25% of participants from outside the district.
- ⇒ Institution cannot outsource the activity and as already mentioned the IQAC should be responsible for organising the event.
- ⇒ NAAC should be duly acknowledged in all the seminar related publications including proceedings of the Seminar / Conference.

- Institution need to conduct one session on online A& A methodology in Revised Accreditation Framework.
- List of Participants with communication details should be sent to NAAC along with the proceedings and bills.

**Post Seminar/workshop requirement:**

Within a week of the seminar the institution should bring out "The Proceedings" of the seminar/conference. A half page summary of the proceedings along with one or two photographs of high resolution may be sent to Regional Co-ordinator, NAAC for considering it for NAAC newsletter.

**Suggesting format for preparing the proceedings of NAAC Sponsored Seminars / Conference:**

1. Theme of the seminar/ Conference
2. The programme (separate sheet may be enclosed)
3. The keynote address, presentation of invited resource persons and participants (enclose the copies of each one of them)
4. The recommendations/ Suggestions/ Action Points (outcome of the seminar)
5. Follow up actions, the institution proposes to undertake

The NAAC financial assistance may be spent under the broad heads given below:

Heads:	Programme:
A. Resource Persons-TA, Honorarium, etc.	Rs. 12,000/-
D. Publication of Seminar proceedings	Rs. 15,000/-
E. Miscellaneous	Rs. 3,000/-
<b>Total:</b>	<b>Rs. 30,000/-</b>

The sanctioned amount will be released only on receipt of hard copy of Certified Statement of Expenditure and Utilization Certificate within one month from the date of completion of the event along with the proceedings and details of participants duly signed by the Head of the Institution.

Henceforth all the claims will be reimbursed through NEFT transfer. You are therefore requested to provide the following bank details and a cancelled cheque along with the claims.

Bank Details

1. Beneficiary Name  
(Authorities designation only. For example Vice Chancellor/Registrar/Principal/Director etc.)
2. Name of the Bank
3. Name of the Branch
4. Account Type
5. Account No.
6. RTGS/IFSC Code
7. MICR Code

(copy of the cancelled cheque)



*[Handwritten signature]*

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side VSEZ, Duvvada, Visakhapatnam-49

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**Fwd: Request for conducting FDP at VIIT, Visakhapatnam**

1 message

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**murali Krishna Surapaneni** <drsmmk777@gmail.com>  
To: hari Govinda Rao Chukka <harigovindarao@gmail.com>

Thu, Dec 16, 2021 at 12:35 PM

Dear Sir, As per your request herewith I am sending the mail from nimsme for conducting FDP pertaining to Entrepreneurship Development at our institution kindly go through with the attachment and confirm the same.  
Regards,

**Dr.S.M.Murali Krishna**  
**Sr. Professor in Management**  
**Dept. of Management Studies**  
**Head (EDISC)**  
Vignan Institute of Information Technology  
Duvvada,  
Visakhapatnam.  
Mob No : +919866313729, 7569971148

----- Forwarded message -----

From: **murali Krishna Surapaneni** <drsmmk777@gmail.com>  
Date: Thu, Jul 16, 2020 at 12:22 AM  
Subject: Fwd: Request for conducting FDP at VIIT, Visakhapatnam  
To: Aditi Datta <auadhati.sriditi@gmail.com>

Regards  
Dr.S.M.Murali Krishna,  
Sr. Professor in Management  
Dept.of management Studies,  
Vignan Institute of Information Technology  
DUVVADA,  
VISAKHAPATNAM  
Mob no :+919866313729, 7569971148

----- Forwarded message -----

From: **murali Krishna Surapaneni** <drsmmk777@gmail.com>  
Date: Mon, Dec 23, 2019 at 1:14 AM  
Subject: Re: Request for conducting FDP at VIIT, Visakhapatnam  
To: <sharma@nimsme.org>

Dear sir Good morning  
we accept your proposal to conduct the 2 week FDP programme in our institution we will arrange every thing to conduct the FDP programme including participants, Logistics, and faculty as well to conduct the prograamme successfully. we are awaiting your reply at the earliest and detailed programme which will enable us to make the necessary arrangements to conduct the event.

Regards  
Dr.S.M.Murali Krishna,  
Sr. Professor in Management  
Dept.of management Studies,  
Vignan Institute of Information Technology  
DUVVADA,  
VISAKHAPATNAM  
Mob no :+919866313729, 7569971148

On Sun, Dec 22, 2019 at 9:37 PM murali Krishna Surapaneni <drsmmk777@gmail.com> wrote:

Dr.S.M.Murali Krishna,  
Sr. Professor in Management  
Dept.of management Studies,  
Vignan Institute of Information Technology  
DUVVADA,  
VISAKHAPATNAM  
Mob no :+919866313729, 7569971148

Dr.S.M.Murall Krishna,  
Sr. Professor in Management  
Dept.of management Studies,  
Vignan Institute of Information Technology  
DUVVADA,  
VISAKHAPATNAM  
Mob no :+919866313729, 7569971148

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It is requested to send confirmation by a return email at the earliest please.

Thanks and Regards  
Dr. Shreekant Sharma  
Programme Director

—  
Thanking You

Yours Sincerely  
Dr. Shreekant Sharma, Ph.D. (Agri Business Management)  
Associate Faculty, School of Entrepreneurship and Extension (SEE)  
National Institute for Micro, Small and Medium Enterprises (ni-msme)  
(An Organisation of the Ministry of MSME, Govt. of India)  
Yousufguda, Hyderabad-500045, Telangana, India  
Tel: +91-040-23633225, Fax: +91-40-23541250, Mob: +91-7694557671  
Email Id: shreekant21@gmail.com, sharma@nimsme.org  
Web page: <http://www.nimsme.org/>

"An agripreneur has to be an optimist"



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