



**Department of Science & Technology
Chandigarh Administration**

Paryavaran Bhawan, 1st Floor,
Sector-19B, Madhya Marg, Chandigarh.
Tel.: +91 172-2703982

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Please Introduce
on file.
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No. S&T/04/2014/ 20-41

Dated: 11.4.14 17/4/14

To

1. The Commissioner,
Municipal Corporation, Chandigarh.
2. The Director Principal,
Govt. Medical College & Hospital,
Sector-32, Chandigarh.
3. The Chairman,
Chandigarh Housing Board,
Sector-9, Chandigarh.
4. The Chief Engineer,
U.T., Chandigarh.
5. The Chief Architect,
U.T., Chandigarh.
6. The Deputy Conservator of Forests,
Chandigarh Administration.
7. The Director Environment,
Chandigarh Administration.
8. The Director Industries,
Chandigarh Administration.
9. The Director Technical Education,
Chandigarh Administration.
10. The Director,
P. G. I, Chandigarh.
11. The Registrar,
Panjab University, Chandigarh.
12. The Principal,
Punjab Engineering College,
Chandigarh.
13. The Director,
Central Scientific Instruments Organization,
Sector-30, Chandigarh.
14. The Director,
Institute of Microbial Technology,
Sector-39, Chandigarh.

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15. The Member Secretary,
Chandigarh Pollution Control Committee,
Sector-17, Chandigarh.
16. The Director,
Terminal Ballistics Research Laboratory,
Sector-30, Chandigarh.
17. The Principal,
Technical Teachers Training Institute,
Sector-26, Chandigarh.
18. The Director Public Instructions (C),
Chandigarh Administration.
19. The Director Public Instructions (S),
Chandigarh Administration.
20. The Director Health Services,
Chandigarh Administration.
21. The Director Ayurveda,
U.T., Chandigarh.
22. The Director Homeopathy,
U.T., Chandigarh.


Subject: Financial Assistance for short term research studies.

Sir,

I am to refer to the subject cited above, and inform you that this Department has a scheme for funding small research studies under one of the programmes. You are requested to identify the problem(s) having direct relevance to the area of U.T. Chandigarh and to formulate research schemes for the solution of the same as per the guidelines appended herewith. Any institution taking up project related to lake conservation will be given preference.

You are, further, requested to give wider publicity to the contents of this circular in your Institute and forward 08 copies of each research proposal, as per the enclosed proforma, by 08.05.2014 for possible funding.

Kindly treat it most urgent.


Director (S&T)

Encl: as above

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

(Hospital Building) Sector 32-B, Chandigarh-160030 (Ph: 0172-2665253-59 Fax: 0172-2608488)

(ESTABLISHMENT BRANCH-IV)

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Endst. No. GMCH-E-IV-EA-1(24/2)-2014/

25 APR 2014

Dated, Chandigarh the

A copy alongwith its enclosure is forwarded to the followings for information & necessary action pl

1. The Medical Supdt., GMCH-32, Chandigarh.
2. The Deputy Controller (F&A), GMCH-32, Chandigarh.
3. The Assistant Registrar (Academic), GMCH-32, Chandigarh.
4. The Sr. Resident/Hospital Administration, GMCH-32, Chandigarh.
5. The Computer Programmer, GMCH, Chandigarh. He is also requested to **e-circulate/email** the same to all the HODs/Br. Incharges of this Institute.

Superintendent (Est.-IV)

**DEPARTMENT OF SCIENCE & TECHNOLOGY
CHANDIGARH ADMINISTRATION**

**Guideline of formulation of Research Proposal for the Development
of Science & Technology Activities in UT Chandigarh.**

1. The proposal may be relevant to the area of UT Chandigarh.
2. The proposal may not override the objectives contained in the proposals already sanctioned by the Chandigarh Administration.
3. The proposal should be feasible to be concluded once for all.
4. Only provisions for that equipment should be demanded which is of utmost necessity for the research project and which is not available in the institution concerned.
5. The proposal may be of short duration i.e. for one year only.
6. A new proposal from the Principal Investigator who has already in hand a project approved from the Chandigarh Administration, Department of Science & Technology, will not be considered.
7. Each scheme will have a minimum of one Co-investigator, in addition to the Principal/ Chief Investigator.
8. No provision for staff like social workers, field workers, lab attendant etc. will be considered.
9. Any Principal Investigator, who has earlier worked in a Research Project, funded by this Department as Principal Investigator/ Co-Investigator, and the Accounts of the Projects are not settled, will not be considered.

The research schemes based on the following points will be preferred:

- i) Communicable diseases as related to UT Chandigarh viz. Water Borne Diseases and their management.
- ii) Epidemiology of Non-Communicable Diseases and Methods of their Control.
- iii) Water Proofing of buildings, Rain Water Harvesting.

- iv) Pollution Measurements and Prevention.
- v) Traffic Control and Parking Management.
- vi.) Cheap building Materials.
- vii.) Processing and Preservation of Food/ fruits.
- viii.) Horticultural Development.
- ix.) Alternate Sources of Energy and Energy Conservation.
- x.) Biotechnology - Medical & Health.

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Department of Science & Technology
Chandigarh Administration
Paryavaran Bhawan, 1st Floor,
Sector-19B, Madhya Marg, Chandigarh

FORMAT FOR SUBMISSION OF RESEARCH PROPOSAL.

1. Title of the Project :
2. Name and complete address of Principal Investigator :
3. Name and complete address of Co-Investigator (s) :
4. Detailed objectives/aims and Brief methodology of the project :
5. Name of Specialist, if any, who has been consulted for the proposed project :
6. Name of other institution(s) involved in the project and brief details of involvement. :
7. Whether the project is related to the problems of area of U.T., Chandigarh? If so, how ? :
8. Whether in your view a similar type of project has been or is being launched in India elsewhere? If so, brief details thereof :
9. Name and address of three referees :
10. Duration, along with total cost of the

project :

Recurring :

Non recurring :

11. Detailed Phase wise financial involvement:

Staff (Research Fellow) :

Contingencies :

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Total :

12. Details of earlier project(s), if any,
sanctioned by this Department :

i) Title of the Project :

ii) Sanction No. and Date :

iii) Duration :

iv) Date & No. vide which Final Report
Submitted to this Department :

v) Whether Utilization Certificate &
Statement of Expenditure have been
Submitted or not? If not, reasons thereof :

13. Any other relevant information :

The following certificates will have to be given by the Investigator (s) / Head of the Institution along with the proposal: -

- I. Certified that all basis and administrative facilities available in the Institute / Organization will be provided to the Investigator(s) Head of the Institution along with the proposal:
- II. It is, further certified that no financial assistance is sought from any other agency/sources for this proposal.
- III. It is certified that the project / proposal has been cleared by the Ethics Committee of the Institute.
- IV. The undersigned also agrees to abide by the terms and conditions of the grant set forth by the Department of Science & Technology, Chandigarh Administration, including timely submission of Audited Statement of Accounts, Utilization Certificate, Final Report etc.

Principal Investigator

Co- Investigator

Head of Department

Head of Institution

TERMS AND CONDITIONS FOR THE UTILIZATION OF FUNDS RELEASED TO THE INSTITUTIONS FOR THE PROJECTS SANCTIONED BY THE CHANDIGARH ADMINISTRATION, DEPARTMENT OF SCIENCE & TECHNOLOGY.

1. That the funds will be utilized within the prescribed period and for the purpose for which these are sanctioned.
2. That the work and Accounts Books of the Grantee Institution shall be presented for inspection to the Director Science & Technology, Chandigarh Administration, or such other Officer as may be appointed by him in this behalf, and that instructions for better workmanship or accountancy issued by the aforesaid authority shall be complied with by the grantee.
3. That the grantee shall submit the project accounts duly audited on the completion of the project to the Department.
4. That on the completion of the project any unspent / unutilized balance out of the funds shall be refunded by the grantee to the Chandigarh Administration forthwith.
5. The project will become operative with effect from the date on which the sanction / grant is received by the Institute. The date will be intimated by the Institute to the DST. It will, in no case, be later than 15 days after the receipt of the draft by the Institute.
6. That the Chandigarh Administration would have no liability whatsoever for the absorption of staff after the completion of the project.
7. That institution shall associate with the Administration whenever required.
8. That all equipments purchased or acquired with or with the aid of the said funds for the purpose shall remain the property of the Chandigarh Administration and shall be held by the grantee as trustee of the Administration and no part of the proceeds of the said funds will be sold or otherwise transferred or disposed off without the consent of the Administration, and if so required by the Administration, the grantee shall at his own cost insure all such equipments or things against fire.
9. That the grantee shall submit Quarterly Progress Reports of the work done on the Project to the Director Science & Technology, Chandigarh Administration. On completion of the project, the Principal Investigator will submit 10 copies of

the Project Report on the work done on the project, along with a soft copy, to the Department.

10. The grantee or his co-workers or any person connected with the institutions to which the project is entrusted shall not publish the result of the Research / Data of the Project in any of the India or Foreign Journals or in any other way without prior permission of the Administration.
11. The grantee shall not commercially exploit the results of the data in any manner whatsoever, without prior permission on the Administration.
12. The Administration shall have the exclusive right to determine whether any copy rights should be obtained for the results of the project or whether any commercial use of the results of the data should be made.
13. The Administration reserves the right to terminate the funds at any stage, if it is satisfied that the funds have not been or are not being properly utilized for the purpose for which these were sanctioned or that the progress of the work is not satisfactory. On cancellation, the amount of expenditure already incurred, along with the unspent portion of the funds shall be remitted by the grantee within one month to the Administration.
14. The grantee shall furnish an inventory of equipments purchased along with the progress report. The inventory should give the description of equipments, its cost, date of purchase and the names of the supplier.
15. The Administration shall reserve the right to transfer any equipment or stores purchased from the funds to any other department or institution of U.T., Chandigarh.
16. That if the said funds or any part thereof is not used for the purpose mentioned here in or any of the above condition is not complied with by the grantee, then without prejudice to its rights, civil or criminal or otherwise, the Administration shall be entitled to recover forthwith the amount of the funds together with Bank Interest prevalent at that time from the date of Bank Draft of funds provided by the Department of Science & Technology, Chandigarh Administration.
17. That if the Administration is satisfied that the whole amount of funds or any part thereof has been obtained by the grantee by misrepresentation as to an essential fact or by furnishing of false information, or at any time it comes to

the notice of the Administration that the grantee was not eligible to the said amount of funds or any part thereof, the Administration may claim refund of the said amount of grant or any part thereof with interest from grantee at the Bank Rate prevalent at the time of recovery, after giving him proper opportunity to be heard, and on such claim being made the grantee shall forthwith pay the amount claimed.

18. The Institute may not entrust the implementation of the work for which the grant is being sanctioned to another Institution and to divert the grant receipts as assistance to the latter institution. In case the Institute itself is not in a position to execute or complete the project, it may be required to refund forthwith to the Department of Science & Technology, Chandigarh Administration the entire amount of grants-in-aid received by it.
19. If the Principal Investigator to whom a grant for a project has been sanctioned wishes to leave, the Institution where the project is based, the institute / Investigator will inform the same to the DST and, in consultation with the DST, the institute shall evolve with DST, steps to ensure successful completion of the Project before relieving the Principal Investigator.
20. That all disputes and differences arising out, or in any way touching or concerning these funds, whatsoever, shall be referred to the sole arbitration i.e. Secretary Science & Technology, Chandigarh Administration, acting as such at the time of reference. There will be no objection to such appointment that the Arbitrator so appointed is an employee of the Administration and that he had to deal with the latter to which this sanction relates in the course of his duties, and as an employee of the Administration he has expressed views on all or any of the matters in dispute or difference. The award of such Arbitrator shall be final and binding on both the parties.
21. Any of the terms and conditions set here in may be added / deleted / altered / relaxed at the discretion of the Secretary Science & Technology, Chandigarh Administration.
