

TERMS AND CONDITIONS
Governing financial assistance for
RESEARCH PROJECTS
Funded by BRNS

1. General

1.1 All funds released shall be spent for the purpose of carrying out the sanctioned project and shall not be utilised or diverted for any other project or activity.

1.2 Fund Management by PI

- The assets procured or created out of this grant shall remain the property of the Government of India and shall not, without the prior approval of the Government of India, be disposed of, encumbered or utilised for purposes other than those for which the grant is sanctioned.
- No part of this grant should be diverted to any other institution or utilised for purpose other than those for which the grant is sanctioned.
- The accounting of the funds received under the project would be done separately and the interest earned on unutilized balance should be reflected in Statement of Accounts (SA) and therefore **it is advisable to maintain a separate account in respect of this grant.**
- The institution/principal investigator (PI) shall refund the unspent balance under the sanctioned heads and shall not utilise such balance to meet the expenditure in any other item.
- Re-appropriation of funds without prior permission of the BRNS is not permissible. Unspent balance of the previous year will be deducted from the sanctioned amount, while releasing grant for the subsequent year.
- The expenditure shall be restricted to the amounts specified under each head of account and re-appropriation of funds is not allowed.

1.3 Yearly Submission of Financial Documents

- The PI shall submit the Statement of Accounts and Utilisation Certificate for the Financial Year (i.e. from 1st April of the year to 31st March of the subsequent year) irrespective of the date of sanction.
- Such submission should be preferably in the month of April/ May for timely release of the grant.

1.4 Commencement of the project

- Commencement of the project would be the date of receipt of funds or issue of sanction letter. PI, in their acceptance letter can specify either of the two dates for future use.

2. Staff

2.1 The appointment of staff should be strictly as per the posts mentioned in the sanction letter for the project. The following procedure should be followed for staff selection

- The post for appointment of staff under BRNS project should be advertised on the websites of [BRNS](#) and the parent institute.
- For such an advertisement, PI shall fill the application form as per the format given in [Staff Advertisement Application](#) and mail the same to the concerned Programme Officer.
- In addition, the Principal Investigator may send the same advertisement to all nearby educational institutions for display on their notice boards. Posts can also be advertised in Current Science or local newspapers.
- The selection of JRF/SRF would be based on personal interview by a Selection Committee constituted by the parent institute.
- The Selection Committee will include the Principal Coordinator (PC) or his nominee as one of the member.
- Interview in video conferencing mode is also admissible. The schedule and arrangements for the interview will be coordinated by the PI in consultation with PC well in advance.

- The minutes of the Staff Selection Committee and the staff appointment letter should be sent to BRNS Secretariat.
- The staff appointed will devote his/her efforts for all aspects of the sanctioned research project, under the guidance of the PI. For all practical purposes, the staff would be under the administrative control of the institution/university where the project is being carried out.
- The staff employed on the research project financed by the DAE shall be encouraged to give lectures and/or do course works restricted to a maximum of two hours per week in the host institution. Such permission may be granted by the PI of the project in consultation with the Head of the Institution.

2.2 Salary Structure

- The qualification, emoluments and general service rules for the staff sanctioned will be as per the DAE Office Memorandum No.10/1(21)/2014/Fellowship/R&D-II/3944 dated March 24, 2015.
- **The respective qualifications/experience and salary are as under**

<u>Category</u>	<u>Qualification/experience</u>	<u>Salary per month*</u>
JRF	M.Sc/BE/B.Tech/BVSc/B.Pharm & on re-designation as SRF by a committee	Rs.25,000/- for 1 st & 2 nd year Rs.28,000/- from 3 rd year
SRF	M.Tech/ME/M.Sc./MPharm/MBBS/BDS or M.Sc/BE/B.Tech/BVSc/B.Pharm with 2 years of experience	Rs.28,000/- Consolidated.
RA-I**	Ph.D in Science/ MD or MTech/ME/MVSc/MPharm/MBBS/BDS with 2 years of experience	Rs.36,000/- Consolidated.
RA-II**	Ph.D in Science/ MD or MTech/ME/MVSc/MPharm/MBBS/BDS with 2 years of experience and Possessing exceptional academic record	Rs.38,000/-
RA-III**	Ph.D in Engineering or same as for RA-II but selected under specific BRNS scheme	Rs.40,000/-

- In addition to the Salary, the appointed staff is also entitled to House Rent Allowance (HRA) and Medical Allowance (MA) as per PI's institute/university rules. HRA can be claimed along with appended 'Certificate for HRA'. HRA will be released on receipt of (i) Minutes of the Selection Committee, (ii) Office Order, (iii) Joining Report of Staff.
- ** The slab at which the Salary for RA to be fixed may be decided by the appointing authority taking into consideration the qualification and experience of the candidate.
- Junior Research Fellows (JRF) who has completed two years of their fellowship in the sanctioned project may be granted enhanced rate of fellowship after reviewing their suitability by a committee constituted internally by the PI in charge.
- Grant for the fellowship and HRA would be released only, if the process of appointment is as per the procedure mentioned in the sanction letter.

3. Equipment Grant

- All major equipment costing more than Rs.1 lakh is indicated in the sanction letter. Expenditure for procuring equipment will be strictly limited to the sanctioned amount as indicated in the sanction letter.
- In case of escalation in prices or changes in specification/type of equipment, prior permission from the BRNS should be obtained. Request for such permission should be routed through the Programme Officer and Member Secretary of the concerned Advisory Committee.

- The BRNS does not assure financial responsibility for any equipment purchased without prior approval. In no case should the institution purchase items like air conditioners, exhaust fans, furniture, projector and other office automation equipment out of the sanctioned amount of the project.
- Preference should be given to procure indigenous equipment, particularly from Electronics Corporation of India Ltd. ([ECIL](#)), Hyderabad, wherever it is possible.
- The University/institution should maintain proper and separate stock register of all items of equipment including platinum and stores, both capital and consumables, purchased out of BRNS funds. Equipment purchased should be marked either with a metal disc or painted boldly with the letters 'DAE-BRNS'. All equipment should be serially numbered.
- An inventory of equipment purchased from BRNS grant and the copy of purchase orders of items more than Rs.1 Lakh should be sent to the Programme Officer, BRNS Secretariat, 1st Floor, Central Complex, BARC Trombay, Mumbai – 400 085, immediately after the close of the financial year in prescribed Form V.
- All equipment purchased by the Institution/ University from the project grant shall remain the property of the Institution / University and BRNS logo should be affixed on each of the item procured through BRNS funding. If the Institution/ University wish to dispose off such equipment within 5 years of its purchase, prior permission shall be obtained from the Scientific Secretary, BRNS.
- Items which have uses other than scientific like laptop, refrigerators, cameras, vehicles needed for surveys etc. procured under the head of equipment for scientific purposes, will have to be surrendered to the PI's Institute / University after completion of the project. However, BRNS at its discretion may ask the institute to hand over these items for their official use by another PI at the same or at another location.

4. Consumables

- The grant under the head 'consumables' will be used for the purchase of chemicals, glassware and other items not covered under the head 'Equipment'.
- Quotations for the purchase of consumables costing more than one Lakh Rupees should be submitted along with the proposal. And purchase order copies should be submitted after the procurement of the items. Specifications for the consumables to be procured, names of the suppliers and documents in support of the estimated cost, quotations / proforma-invoice in respect of such consumables costing more than Rs.1,00,000/- should be provided.

5. Technical Assistance

- Under this 'Head of Account', the PI can provide overtime/honorarium to existing technical/scientific staff of the institute, engage laboratory attendants/or other help on casual basis subject to the rules of the host institution.
- This Head may also include hiring services from outside that are not available in the institute like equipment/experimental set-up fabrication, usage of sophisticated/high end facilities, computer hire charges etc.

6. Travel

- The entitlement of mode (Rail/Air) and class of travel will be governed by the rules of the respective institutions to which the PI, CI and PC belongs.
- One visit per year by PC to PI's institution and vice versa during the project period may be taken as a general guideline.
- PI may also use the funds sanctioned under head 'Travel' to attend a conference within India during the second half of the project. Wherever the project involves fieldwork, PI may include travel funds accordingly in the project formulation.

6.1 For Staff

- Staff appointed for the research project may be allowed to utilise the travel grant to meet travel expenses in connection with the work of the project or for attending symposia etc. at the rates admissible to regular employees of the institution concerned, subject to the following conditions:
 - i. The journey should have the approval of the PI,
 - ii. The grant for travel could be utilised only for payment of TA to the staff employed on the research project,
 - iii. The expenditure involved will not result in any excess over the amount provided under sub-head "Travel" and no additional funds will be provided on this account.

7. Contingency Grant can be used

- i. To buy any urgently required laboratory items for the project or for buying books, and the books so purchased should be deposited in the departmental library of the Institute.
- ii. To meet the expenditures on local travel of the investigator(s), and the staff engaged on the project, for work related to the project.
- iii. Towards payment of honorarium for visiting scientists to give lectures, which have direct bearing on the project work.
- iv. To meet the expenses involved in the selection of JRF/SRF/RA and also for the payment of tuition fee, registration fee and other expenditure of the staff employed for Ph.D. programme of the university subject to the availability of funds.
- v. The PI can utilise the sanctioned contingency grant per annum for any purpose indicated in this para without getting the prior approval from BRNS, subject to the condition that a consolidated account is rendered at the end of the financial year.

8. Overheads (OH)

- The BRNS allows 15% of the total grant of the project or 15% of the total spent, whichever is less, excluding the amount for contingency, HRA & MA, as 'Overheads', with limiting values as given in the following table:

Project duration as per original Sanction (in years)	Amount of Overhead
1	15% of total grant of the project, excluding Contingency, HRA & MA or Rs. 2 Lakh, whichever is less.
2	15% of total grant of the project, excluding Contingency, HRA & MA or Rs. 4 Lakh, whichever is less.
3	15% of total grant of the project, excluding Contingency, HRA & MA, or Rs. 6 Lakh, whichever is less.
4	15% of total grant of the project, excluding Contingency, HRA & MA, or Rs. 8 Lakh, whichever is less.
5 or more	15% of total grant of the project, excluding Contingency, HRA & MA, or Rs. 10 Lakh, whichever is less.

Upper cut-off limit would not be extended in case of project extension.

- This grant shall be used for covering the cost of use of existing infrastructure, utilities such as water, electricity, air conditioning, communication and administrative services provided by the university / institute.
- 7.5% of the total amount of grant (excluding contingencies, HRA and MA) shall be released annually with other grant as the 'Overheads'.
- After completion of the project, PI shall submit the consolidated audited Statement of Accounts and Utilization Certificate including full Overheads (**7.5% OH already obtained during the project tenure+ remaining 7.5% of the sanctioned amount as committed**). The BRNS shall then reimburse the balance Overheads after scrutiny and acceptance of the Project Completion Report, Audited Statement of Accounts Utilisation Certificate and the claim form.

9. Audit

- The accounts of the institution receiving financial assistance from BRNS in excess of Rs.1.00 lakh per annum will be subject to a test check by the Comptroller and Auditor General of India at their discretion.
- The Overhead Fund can be utilized for incurring expenditures towards the general administrative requirements of the project and for paying fees to Auditor/Chartered Accountant for auditing of accounts of the project.

10. Publications

The following procedure has been laid down for the publication of papers on the work of the research projects.

10.1 All research projects will henceforth be classified as “Reserved” or “Unreserved” for the purpose of publication of results of the work as per the discretion of BRNS Advisory Committee.

10.2 In case of ‘Unreserved’ projects, the Investigator-in-charge can send papers for publication to any appropriate scientific journal. A specific permission from BRNS is not necessary. PI must send a copy of the manuscript of the papers to the PC before forwarding the paper to the journal. The paper must give due credit to PC and acknowledge the financial assistance provided by BRNS quoting the sanction number of the project. In the case of “Reserved” projects, it will be incumbent on the investigator-in-charge to forward a copy of the manuscript of the paper to the BRNS and obtain its prior approval, before publishing it. In the event of the Department not approving the publication of the papers, the Investigator-in-charge should neither publish the material in the same or modified form nor disclose it in any public or social forum.

10.3 Soft copy of the published papers should be uploaded on the [site](#).

11. Equipment Developed under the Project

- ❖ Equipment/ Materials/ Products developed under the project shall remain the property of BRNS, if specified in the sanction letter, and such equipment shall be transferred to a BRNS unit.
- ❖ The expenditure of such a transfer to the destination as indicated by BRNS would be borne from the cost of the project.

12. Intellectual Property & Commercialization

Before applying for patent rights or technology transfer, prior permission from BRNS is mandatory and therefore the following guidelines need to be followed.

12.1 Patent rights

- ❖ All patent rights on design and inventions derived from the research work financed or aided by BRNS shall belong to the Government of India or its nominees.
- ❖ Prior permission from BRNS is mandatory, before applying for patent rights. Detailed guidelines for filling the patent would be provided on demand. DAE may, at its discretion, allow or direct any benefit thereof to be retained or given to the inventor.

12.2 Technology Transfer

- ❖ The transfer of technologies for processes / products which have the scope for commercialization should be done through Technology Transfer and Collaboration Division (TT&CD), BARC or equivalent division / set-up in other DAE units. The application for technology transfer should be routed through BRNS. Financial assistance provided by BRNS should be acknowledged at all the forum. This should be done by affixing BRNS logo on the product. BRNS however would not be responsible to pay any additional money for the purpose of technology demonstration.

13. Final Year Grant

- ❖ Final year grant will be released in full on completion of the project, including the remaining overheads (7.5%) on submission of complete set of documents.

14. Documents to be submitted after Completion of the project

- ❖ Within three months from the date of termination of the project PI shall submit the following documents.
 - [Claim](#) (Form II), if any.
 - Utilisation Certificate (UC- Form III) and Statement of Accounts (SA-Form IV) duly audited by a Statutory Auditor or an external Chartered Accountant with the statement that the grant received during the financial year was utilised for the purpose for which they were sanctioned
 - Printout of SA (after entering the spent amount) and UC, which are editable after logging in on the [web portal](#) and post the duly signed hard copies to BRNS Secretariat.
 - An Inventory of equipment purchased out of the grants released by the Department for the project (Form V).
 - Copies of the purchase orders of items costing more than rupees Rs.3 Lakh procured under the project.
 - A final consolidated project report (Form VII) (minimum two hard copies), besides uploading it on the website.
 - One page [brief report](#) as per the specified format.
- ❖ It is mandatory that the final Utilisation Certificate and Statement of Accounts are audited by Statutory-Auditor (Government Auditor) or Chartered Accountant (external) except in cases where the accounts of the institution are audited by the C&AG and the **same is certified by the Head of the Institution.**

15. Monitoring

- ❖ Activities of the Research Projects would be periodically monitored by the BRNS Advisory Committee through Technical Programme Discussion Meeting (TPDM), correspondences, site visits or a combination thereof.
- ❖ All decisions by Scientific Advisory Committee or Scientific Secretary or his/ her representative shall be binding on all matters concerning the Research Projects.

16. Extension of the Project Tenure

- ❖ In case the sanction is not issued in the beginning of the financial year, the project tenure can be extended to complete the original term, on getting the request from the PI through submission of Project renewal/extension form (PRA).
- ❖ The Scientific Advisory Committee can recommend further extension; not exceeding 50% of the total time overrun and 25% of the cost overrun, to facilitate completion of Ph.D. by the JRF appointed under the project from the beginning of the project and/or to cater of any other kind of unforeseen financial implications.
- ❖ Grant can be allowed to carry forwarded for the next financial year, if the progress of the project is hampered due to (a) non-utilization of funds because of delay in receipt of the grant, (b) natural calamity, (c) social unrest, (d) completion of crop season, (e) serious health issue, etc. PI must intimate BRNS about such a problem as soon as possible and seek prior permission for such a break in the project within the same financial year, failing which **the grant for that year would be deemed to be lapsed.**

DEPARTMENT OF ATOMIC ENERGY

The general terms and conditions governing the release of grant-in-aid

- a) Sanction against a specific project/ equipment etc. and the purpose mentioned in the sanction shall be subject to the implied conditions:
- (i) the grant shall be spent only for the purpose for which it is sanctioned within a reasonable time ; and
 - (ii) portion of the grant which is not ultimately required for expenditure for the approved purposes shall be duly surrendered to the Government of India (Department of Atomic Energy); and
 - (iii) the diversion of grant in question to another Institution for the same purpose or for any other purpose without specific approval of the Government of India is prohibited.
- (b) The grantee institution shall render an audited statement of account and utilization certificate in GFR -19[A] for the grants released.
- (c) Any unspent balance out of the sanctioned grant is either refunded to the Government of India or specific concurrence of the Government of India is obtained to its being carried forward for expenditure during the next financial year.
- (d) If the grant is not utilized immediately, it is expedient to keep a part or whole of the grant in a bank account earning interest and the interest thus earned should be reported to this Department. The interest so earned will be treated as a credit to the grantee to be adjusted towards future installments of the grant.
- (e) The grantee institution should maintain separate audited account for the grant released.
- (f) The Comptroller and Accountant General (CAG) will have the right of access to the books and accounts of the grantee institution for which a reasonable prior notice would be given by the Accountant General concerned.
- (g) The grantee institution shall maintain an audited record in the form of a register in the prescribed proforma for permanent, semi permanent assets acquired solely or mainly out of Government grant. The Account of grantee Institutions shall be open to inspection by the sanctioning authority/audit whenever the Institution is called upon to do so.
- (h) The assets referred to in (g) above will be the property of the Government and should not without prior sanction of the Government be disposed off or encumbered or utilized for purposes other than those for which the grant has been sanctioned.
- (i) During the course of the project work, Government will be free to relocate the assets. At the conclusion of the project, Government will be free to sell or otherwise dispose off the assets, which are the property of Government and the grantee institution shall render to Government the necessary facilities for the sale of these assets. Should the grantee institution ceases to exist, such assets etc., shall be returned to the Government of India.
- (j) Application by grantee institution for any other financial assistance or receipt of grant from any other agency/ Ministry / Department for the same project/ equipment should have the prior approval of the Department.
- (k) In case of non-submission of UC and SA duly audited by Statutory Auditor / Chartered Accountant, further grants shall not be released to the Principal Investigator (PI) and in addition action will be initiated as per rules.

Project Renewal Application Form (PRA)

Kindly upload Scan copy of duly filled PRA form application form after logging in at <https://brns.res.in/>

- Beginning of the financial year (1st April) in which the project is sanctioned is considered as the first year of the project, irrespective of the month in which the sanction is actually issued. This form is required to be submitted by the Principal Investigator (PI) of an ongoing project, to seek renewal/extension of second and subsequent years including extension of the project beyond stipulated period.
- In case the sanction is not issued in the beginning of the financial year, the project tenure can be extended to complete the original term, on getting the request from the PI through submission of this form.

INSTRUCTIONS

Applicant must carefully read the instructions given below before filling the form starting from page 2.

1. **Submission of Renewal Application:** For renewal/ extension of an ongoing project, please UPLOAD scan copy of the **Form-PRA** along with a brief Progress Report ONLINE. Also send a hard copy of the same via SPEED POST to the concerned Programme Officer, BRNS Secretariat, Central Complex 1st Floor, BARC, Trombay, Mumbai - 400085. Application should be duly signed and forwarded by the PI, Head of Institution and the Principal Collaborator (PC). This form should be reach BRNS office well in advance, before the end of the financial year (31st March). Application should be complete in all respects. Information should be furnished as per the space provided in the form. **The 'progress reported' and the 'work proposed' for the next financial year should have concurrence of the PC.**
2. **Processing of Renewal Applications:** All applications received by **1st January** shall be examined by experts from the field. Based on their comments the PIs may be invited to a Technical Programme Discussion Meeting (**TPDM**) for an oral presentation at Mumbai or at any other convenient place before a panel comprising of the members of the Advisory Committee and the experts sometime during **January/ February**. Renewal of the project will be based on the recommendations of the TPDM, Advisory Committee and the Board and subject to budget availability for the relevant financial year. **This whole process may take around 3 months** and if the progress is found to be satisfactory, the Renewal Sanction will be issued in the beginning of the said financial year in **April/ May**.
3. However if the funds for the first year are released towards end of the end of the financial year and PI has not been able to spend money, then the sanction would be revalidated for utilization in the following year, on receiving written request from the PI. In this case it is not required to fill PRA form.
4. **Release of Funds:** After receipt of the renewal sanction letter, PIs are required to submit following documents within the financial year for which the grant has been sanctioned:
 - a. Claim form (form II).
 - b. Utilisation Certificate (form III) for the previous financial year as on 31st march of previous year.
 - c. Statement of Accounts (form IV) for the previous financial year as on 31st march of previous year
 - d. Inventory of Equipment (Form V)
 - e. Copy of appointment order and joining report of the staff appointed for the project along with minutes of the Selection Committee.
5. PI is advised to register themselves at <https://brns.res.in> and update the fields mentioned in sections c, d & e also. The Statement of Accounts should be printed from the website after entering the amount spent and interest earned on unspent balance (if any) and posted to BRNS after original signatures.
6. It may be noted that the details of grants utilized and Equipment /Consumable procured, as mentioned in the last two pages of this form although look similar to forms IV (Statement of Account) and Form V (Inventory of equipment) given in Terms & Conditions of the project, they differ in the date of preparation and signatory authorities. Whereas this form (PRA) is to be used for technical approvals, other two forms are for financial purpose and therefore due attention may please be paid to prepare them separately.

Government of India
Department of Atomic Energy (DAE)
Board of Research in Nuclear Sciences (BRNS)

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APPLICATION FORM PRA
(for seeking renewal/extension of an ongoing project)

***Insert Photo of PI
as used for I-card
(~1.5"X 1.5")***

Summary Sheet

Project Details

Renewal/ Extension for F.Y.:

Title			
Sanction No.	Date of Commencement	Extension	
Total Cost	Date of Termination	sought up to	

	<u>Name</u>	<u>Address</u>	<u>e-mail</u>	<u>Phone</u>
PI				
CI				
PC				

Particulars	Amount in Rupees	
	Amount Originally Sanctioned for the Next F.Y.	Revision Requested *
Equipment		
Staff Salary		
JRF:		
SRF:		
RA:		
Technical Assistance		
Consumables		
Travel		
PI:		
PC/DC:		
Contingencies		
Overheads		
Grand Total		

* Give Appropriate Justification if Revision is requested:

Work Report

1. Research Fellow (s) Recruited

Name*	
Designation	
Joining date	
Name of the DAE nominee present for selection of the appointee	
Aadhar Number	
Bank Details of the appointed Staff* <i>(The staff salary needs to be credited through Bank transfer, under intimation to BRNS)</i>	

* Add the same table for more number of staff appointed

2. Originally Planned Objectives / Deliverables Expected:

3. Summary of progress made till date in up to 200 words (Detailed Progress Report to be attached separately):

4. List of publications from this project (Journals / Symposia / Reports)

Plan of Work for the Renewal Year

5. At PI's Institute:

6. At PC's Institute:

Details of grants received and utilized (The following table can also be printed from the website, after having entered the amount SPENT. Other fields get automatically populated / calculated.) .

Sr. No.		Sanctioned	Opening Balance	Received	Total (4+5)	Spent	Unspent (Carried Forward)
1 st	(20 - 20)						
1	2	3	4	5	6	7	8
1.	Equipment		NIL			To be entered by the PI	
2.	Staff Salaries		NIL			To be entered by the PI	
3.	Techn. Asst.		NIL			To be entered by the PI	
4.	Consumables		NIL			To be entered by the PI	
5.	Travel		NIL			To be entered by the PI	
6.	Contingencies		NIL			To be entered by the PI	
7.	Overheads		NIL			To be entered by the PI	
8.	Interest Earned		NIL			To be entered by the PI	
9.	TOTAL :		NIL				
2 nd	(20 - 20)						
1.	Equipment					To be entered by the PI	
2.	Staff Salaries					To be entered by the PI	
3.	Techn. Asst.					To be entered by the PI	
4.	Consumables					To be entered by the PI	
5.	Travel					To be entered by the PI	
6.	Contingencies					To be entered by the PI	
7.	Overheads					To be entered by the PI	
8.	Interest Earned					To be entered by the PI	
9.	TOTAL :						
	GRAND* TOTAL						

* Another set of nine rows for subsequent financial years may be added, while seeking extension beyond third financial year of the project.

List of equipment sanctioned for the project:

Total Amount Sanctioned under the Equipment Head:

List major equipment procured / fabricated (to be updated online also):

Name of the equipment	Specification	Amount
1.		
2.		
3.		
4.		

Add another table to list those consumables which costed rupees one lakh or more.

Confirmed that the BRNS LOGO displayed below has been pasted on all the equipment listed above.

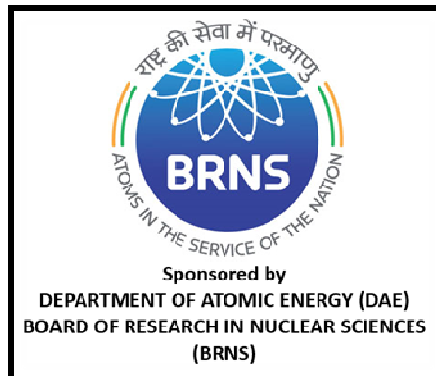
Signatures with dates & Place

Principal Investigator (PI) -----

Co- Investigator (CI) -----

Through (Head of Institution) -----

Principal Collaborator (PC) -----



Acceptance cum Receipt

To,
Programme Officer,
BRNS Secretariat,
Central Complex, 1st Floor,
BARC, Trombay, Mumbai-400 085.

Subject: Sanction No. _____ dated _____ communicating a total financial assistance of Rs. _____ for 1/2/3-year duration from 20____ to 20____ for the Research Project entitled

“ _____ ”

- 1) The terms and conditions of the grant-in-aid communicated by DAE as Annexure A & B are accepted.
- 2) The grant has been received in the university/institutions A/c electronically on(date)
- 3) *The date of commencement of the project may please be considered as the **date of receipt of grant / date of issue of sanction letter** (strike off one of the options)

Signature & Seal: Principal Investigator

Signature & Seal: Registrar/Head of Institution

*Expenditure made before commencement of the project would not be admissible.

Mobile Number of Principal Investigator (PI):

On-line Application Number:

BRNS FORM-II

CLAIM

To
Programme Officer,
BRNS Secretariat, 1st Floor,
Central Complex, BARC,
Trombay, Mumbai-400 085.

Subject: Sanction No. _____ dated _____
communicating a total financial assistance of Rs. _____ for
1/2/3-year duration from 20____ to 20____ for the Research Project
entitled _____

The terms and conditions of Grant-in-aid communicated by DAE are accepted and an amount of
Rs. _____ is claimed towards expenditure for the project during the current financial year in
accordance with the details given below:

1. Amount received so far :
2. Amount spent so far :
3. Amount remaining unspent :
4. Amount sanctioned for the current
financial year () :
5. Amount now claimed for the
current financial year () :

The amount may kindly be credited electronically to :

A/c. Name:

A/c. Number:

Bank & Branch Name :

IFS code :

Signature & Seal: Principal Investigator

Signature & Seal: Registrar/Head of
Institution

UTILISATION CERTIFICATE

Certified that Grant-in-aid of Rs. _____ (Rupees _____
_____) was sanctioned by the **Government of India, Department of Atomic Energy, Mumbai-400 001** vide their letter No. _____ dated _____ and Rs _____ were paid on date(s) _____ for the year(s) _____ of which Rs _____ has been utilized and there is an unutilised balance of Rs _____ of the said grant as on **31st March** _____ has been surrendered to the Government (vide letter No..... Dt...)/ will be adjusted towards the grants-in-aid payable during the next year in respect of this Research Project.

Signature & Seal: Principal Investigator

Signature & Seal: Registrar/Head of Institution

Signature & Seal: Statutory Auditor (Govt.)/ Chartered Accountant/Internal Auditor*

***Note:** Consolidated Statement of Accounts & Utilization Certificate, which is to be submitted on completion of the project should also include remaining 7.5% Overheads. These forms shall be audited by Statutory Auditor (Government Auditor) or Chartered Accountant (external). However, the UC and SA audited by the internal auditor are accepted provided the accounts of the institution are audited by the C&AG and **same is certified by the Head of the Institution.** In respect of the other institutions where there is no audit by C&AG, they are required to submit the UC & SA audited by Statutory auditor/Chartered Accountant.

STATEMENT OF ACCOUNTS (SA) as on 31st March 20..

Sanction No: Dated:

Sr. No.		Sanctioned	Opening Balance	Received	Total (4+5)	Spent	Unspent (Carried Forward)
1st Year	(20 - 20)						
1	2	3	4	5	6	7	8
1.	Equipment		NIL				
2.	Staff Salaries		NIL				
3.	Techn. Asst.		NIL				
4.	Consumables		NIL				
5.	Travel		NIL				
6.	Contingencies		NIL				
7.	Overheads		NIL				
8.	Interest Earned		NIL				
	TOTAL :		NIL				
2nd	(20 - 20)						
1.	Equipment						
2.	Staff Salaries						
3.	Techn. Asst.						
4.	Consumables						
5.	Travel						
6.	Contingencies						
7.	Overheads						
8.	Interest Earned						
	TOTAL :						
3rd	(20 - 20)						
1.	Equipment						
2.	Staff Salaries						
3.	Techn. Asst.						
4.	Consumables						
5.	Travel						
6.	Contingencies						
7.	Overheads						
8.	Interest Earned						
	TOTAL :						
	GRAND						

Principal Investigator

Head of the Institution

Auditor/Chartered Accountant/Accountant General*

***Note:** Consolidated Statement of Accounts & Utilization Certificate, which is to be submitted on completion of the project should also include remaining 7.5% Overheads. These forms shall be audited by Statutory Auditor (Government Auditor) or Chartered Accountant (external). However, the UC and SA audited by the internal auditor are accepted provided the accounts of the institution are audited by the C&AG and **same is certified by the Head of the Institution**. In respect of the other institutions where there is no audit by C&AG, they are required to submit the UC & SA audited by Statutory auditor/Chartered Accountant.

The above table is just indicative of the format of the Statement of Accounts. It should be printed from the website, after having entered the amount SPENT. Other fields get automatically populated / calculated.

Inventory of equipment

Inventory of equipment purchased for the project entitled:

1)DAE Sanction Number and Date:

2)Amount sanctioned for equipment:

3)List of equipment sanctioned: 1.
For the project 2.
3.
4.

4)Details of equipment procured:

Name of the equipment	Date/Month of purchase	Amount
1.		
2.		
3.		
4.		

Signature & Seal: Principal Investigator

Signature & Seal: Registrar/Head of Institution

BRNS FORM-VI

APPLICATION FOR ADVERTISING POST(S) UNDER RESEARCH PROJECT

AT BRNS WEBSITE <https://brns.res.in>

POST	Post: JRF/SRF/RA (Strike, whichever is not applicable)
Sanctioned No.	
Title Of Project	
Name & Address of the Institute	
Last Date for Applying	
Link for full advertisement at Host Institution's website	
Name & Address of the Contact Person	
Signature of the PI	

**मकान किराया भत्ता हेतु प्रमाण पत्र /
Certificate for House Rent Allowance**

यह प्रमाणित किया जाता है कि श्री/डॉ.----- (संस्था का नाम) -----
में----- (ज्वाइनिंग तारीख) से----- (पाठ्यक्रम/कोर्स का नाम) कर रहे हैं।
It is certified that Shri/Dr.----- is pursuing
----- (name of the course) since----- (date of joining) at
----- (name of the Institute).

2. आगे यह भी प्रमाणित किया जाता है कि श्री/डॉ.-----को इंस्टीट्यूट द्वारा कोई/होस्टेल
आवास ऑफर या प्रदान नहीं किया गया है और इस दौरान उन्होंने कभी भी इंस्टीट्यूट द्वारा ऑफर या प्रदान
किये गये अलॉटेड होस्टेल आवास में रहने से इंकार नहीं किया है। अतएव वह----- (तारीख)
से----- % की दर (एचआरए की नगर दर) पर एचआरए हेतु पात्र हैं।

It is further certified that Shri/Dr.----- has not been
offered hostel accommodation by the Institute and at no point of time, he refused to stay
in the allotted hostel accommodation offered by the Institute. He is therefore eligible for
HRA at the rate of----- % of fellowship (city rate of HRA) w.e.f.-----

या/OR

2. यह भी प्रमाणित किया जाता है कि श्री/डॉ.-----को इंस्टीट्यूट द्वारा
-----से(होस्टेल आवास ऑफर की तारीख) होस्टेल आवास ऑफर किया गया था और उन्होंने
अलॉटेड होस्टेल आवास में ठहरने से इंकार किया तथा इंस्टीट्यूट के कैंपस से बाहर अपने ठहरने का खुद
प्रबंध किया। अतएव वह-----से(आवास के ऑफर की/आवास से इंकार करने की
तारीख) एचआरए के पात्र नहीं हैं।

It is further certified that Shri/Dr.----- has been offered hostel
accommodation by the Institute on----- (date of offer of hostel accommodation)
and he refused to stay in the allotted hostel accommodation and made his own
arrangement to stay outside the campus of the Institute. He is not eligible for HRA
since----- (date of offer of hostel accommodation or denial of
accommodation).

(हस्ताक्षर Signature)

इंस्टीट्यूट की सील/
Seal of the Institute

(प्रमाण पत्र हस्ताक्षर करने वाले अधिकारी का नाम व पदनाम)
(Name and designation of Officer signing the certificate)

नोट/Note: 1. जो लागू न हो, उसे काट दें/ Please strike out whichever is not applicable.
2. रजिस्ट्रार/एकडेमिक यूनिट के प्रमुख, प्रमाण पत्र पर हस्ताक्षर करें।
Registrar /Head of the Academic Unit may sign the certificate.

Mobile Number of Principal Investigator (PI):

On-line Application Number:

DEPARTMENT OF ATOMIC ENERGY (DAE)
BOARD OF RESEARCH IN NUCLEAR SCIENCES (BRNS)

CLAIM FOR HRA/ MA

This claim must be accompanied by the HRA certificate given in the next page.

To
Programme Officer, BRNS,
1st Floor, Central Complex,
BARC, Trombay, Mumbai-400 085.

Subject: Research Project Sanction No. _____ dated _____ for
the Research Project entitled _____
granted to _____ (Name of the Institution/ University).

Sr. No.	Staff Details	Period for claim	*Rate (pm)	Amount in Rupees
1.	Name: Aadhar Number: *Bank Account Number: IFSC Code:			
	<i>Add rows for more staff</i>			

* As per the notification from Ministry of Finance the institute must credit the staff salary to the beneficiary's bank account and compliance to Direct Benefit Transfer (DBT) should be intimated to BRNS, by providing transaction details.

Certified that the departmental accommodation/hostel has not been provided to the appointed RA/SRF/JRF and the above mentioned rate is as per the norms of the institute.

ACCEPTANCE

THE TERMS AND CONDITIONS OF GRANT-IN-AID COMMUNICATED BY DAE ALONGWITH THE SANCTION LETTER ARE ACCEPTED.

Signature & Seal: Principal Investigator

Signature & Seal: Registrar/Head of Institution

Note: Please upload duly signed PDF copy of this letter into your account at <https://brns.res.in>

BRNS FORM-VII

Brief report on BRNS funded PROJECT

*(This part should also be mailed to the PO as a word file, besides its upload to the website
. Please delete the fields which are not applicable)*

Sanction Number:

Mode of Execution: MoU / CRP / RP / YSRA

Date of Start:

Date of Completion:

Total Amount Sanctioned (in Lakhs):

Amount Received (in Lakhs with date)

Institutes involved in case of MoU/CRP

Category: Facility Development / Product Development / Technology Demonstration/

Applied Research/ Conceptual/Exploratory/ Survey/Others

Title:

Insert Passport size
photo here

Name of PI & Affiliation:

Name of CI & Affiliation:

Name of PC & Affiliation:

Name of major Equipments procured and their cost :

Present working status of the Equipment;

Number of other users & their affiliation and % use by others

Details of the High cost consumables used

Patent with brief description

Number of Journal Publications with impact factor:

Number of symposia presentations:

Number of staff trained under this project

List of Objectives as mentioned in original proposal

(List accomplishments/ short falls against each of the objectives)

Accomplishments of the projects in 3 to 4 bullets

Summary in about 300 words (which is understandable by general scientific fraternity)

bringing out the novelty of the work.

Insert two photographs representing outcome of the project.

INFORMATION TO BE INCLUDED IN THE CONSOLIDATED REPORT

(Three hard copies should be submitted within three months of the completion of the project, besides its upload through the website)

1. Brief Report as mentioned above.
2. Detailed technical report of the entire work done on the project.
3. Listing of computer program developed, if any
4. List of Publication in referred journals
5. (Reprints to be attached only in the hard copy of the report)
6. List of Papers presented in symposia/ conference
7. Name and designation of staff appointed during the project tenure.
8. Degree and title of the research work submitted/ awarded on the basis of work carried out by the staff appointed for the project.
9. Inventory of Equipment and costly consumables received during tenure of the project.
10. Details of total grant, viz. Final Statement of Account and the Utilization Certificate
11. Particulars such as the title of the project, funding agency duration of any other projects under your charge.
12. Details of all the previous DAE projects under your charge (project title, total funds, duration)
13. Any Other specific remarks/ suggestions for future work in this subject area.



Sponsored by

DEPARTMENT OF ATOMIC ENERGY (DAE)

BOARD OF RESEARCH IN NUCLEAR SCIENCES

(BRNS)

Government of India
Department of Atomic Energy
R&D II Section

Anushakti Bhavan,
C.S.M.Marg.
Mumbai 40001.
Tel :022-22862763
e-mail: rd2@dae.gov.in

No: 10/1(21)/2014/Fellowship/R&D-II /3944

March 24, 2015.

OFFICE MEMORANDUM

Subject: Revision of fellowships granted under NBHM/BRNS

1. In supersession of the earlier orders on the subject, the undersigned is directed to convey the approval of the President for revising the rate of Fellowship being paid by National Board of Higher Mathematics (NBHM) and Board of Research in Nuclear Sciences (BRNS) to the Junior Research Fellows/Senior Research Fellows/Post Doctoral Fellows/Research Associates as detailed below:

Sr. No.	Name Fellowship	Qualification*	Revised rates of Fellowship
1	Junior Research Fellows/Ph.D. Scholarship Holders of NBHM	M.Sc./BE/B.Tech/B.VSc/ B.Pharm	₹ 25000/- p.m. for 1 st two years ₹ 28000/- p.m. for subsequent years Plus contingency grant of ₹ 32000/- per annum.
2	Senior Research Fellows/ Ph.D. Scholarship Holders of NBHM	M.Tech./M.E./MVSc/ M.Pharm/MBBS/BDS/ M.Sc/B.Tech, with two years experience	₹ 28000/- p.m. Plus contingency grant of ₹ 32000/- per annum.
3	Research Associates	Ph.D/M.D./M.Tech/ ME/M.VSc/M.Pharm/ MBBS/BDS with two years experience	₹ 36000/- ** "RA-1" ₹ 38000/- ** "RA-2" ₹ 40000/- ** "RA-3" Plus contingency grant of ₹ 32000/- per annum.

4	Post Fellows	Doctoral	PDF who have submitted Ph.D. thesis and yet to receive their Ph.D. degree (provisional or otherwise) or has received only provisional degree.	₹32000/- p.m. Plus contingency grant of ₹ 32000/- per annum.
			Fresh PDF with Ph.D. degree	₹ 36000/- p.m. Plus contingency grant of ₹ 32000/- per annum.
			PDF with Ph.D. degree and with one year experience	₹ 38000/- p.m. Plus contingency grant of ₹ 32000/- per annum.
			PDF with Ph.D. degree and with two or more years of experience	₹ 40000/- p.m. Plus contingency grant of ₹ 32000/- per annum.

* If a student having higher qualification such as M.Tech/MBBS, etc. competes with students having lower qualification such as B.Tech/MSc., etc. he will be paid the Fellowship at the rate applicable to the latter.

** The RAs may be fixed at one of the 3 pay levels depending on qualifications and experience. The level at which a fellow will be placed will be decided by the interview committee at the level of the Unit, based on the following:

- i) Quality of Ph.D. thesis;
- ii) Post-Ph.D research experience as evidenced from the quality of the publications and /or products/processes designed and developed and
- iii) Performance in the selection interview

Note:(1) The JRF/SRF have to be NET qualified or a DAE nominee has to be on the Selection Committee for their recruitment.

(2) On completion of two years and on assessment by the Doctoral Committee of the Student about the progress of work done by the Student, Junior Research Fellows shall be re-designated as Senior Research Fellow. Where such a committee does not exist, Head of the Institution may appoint a 3(three) member 'Expert Committee' for evaluation.

- (3) The PDF Fellowship will be fixed at one of the three levels (₹ 36000/₹ 38000/ ₹ 40000) depending upon the conditions met by the candidate and this shall remain constant throughout the tenure.

3. Contingency Grant:

3.1 The JRF/SRF/PDF, Research Associates engaged under the Research Projects of BRNS and NBHM will not be entitled for this Contingency Grant as the Project itself is sanctioned with a Contingency Grant Component.

3.2 The Contingency Grant will be given to meet the expenditure towards (a) purchase of books, (b) Stationery, (c) purchase of computer software and hardware, (d) journals, (e) mailing expenses and (f) travel for attending seminars and conferences.

3.3 The reimbursement of actual cost of work related travel other than indicated above, tuition fee, registration fee, thesis evaluation fee and any other similar fee, wherever applicable, paid by the students/research scholars to the Universities will not be part of the 'Contingency Grant' and would be borne by the concerned Unit/Institution from their non-plan budget.

3.4 The Contingency grant will be paid on reimbursement basis against the actual bills.

4. Service Conditions:

4.1. JRF/SRF/RAs/PDF are not entitled for Dearness Allowance.

4.2 House Rent Allowance (HRA)

All research fellows may be provided hostel accommodation wherever available and those residing in accommodation provided by the Institute will not be eligible for drawing HRA. Wherever provision of hostel accommodation is not possible, HRA may be allowed to all the above categories viz., JRF/SRF/RA/PDF as per Central Government norms in the City/location where they are working. The Fellowship amount may be taken as basic for calculating the HRA.

4.3 Medical Benefits:

The Research Fellows and the Research Associates (JRF/SRF/RA/PDF) will be entitled for Medical Allowances as per the rules of the institution in which they are working.

4.4 Leave:

30 days paid leave per year in addition to casual leave as per rules of the Institutions. Maternity/Paternity Leave shall be admissible as per Government of India instructions. Participation in any scientific event in India or abroad will be treated as on duty.

While pursuing course work during the first year of Ph.D. programmes or for any extended duration, leave will be limited to regular vacations as per the programme of the Institute/R&D Centre.

4.5 Bonus/LTC/Retirement benefits:

Not entitled

5. Tenure of Fellowship:

5.1 Ph.D. Scholarship holders : 4 (four) years, which includes period spent on course work, It may be extended by 1 (one) year after evaluation of the progress made by the scholar by 'Doctoral Committee'. Where such a committee does not exist, Head of the Institution may appoint a 3 (three) member 'Expert committee' for evaluation. The tenure is not extendable beyond 5 (five) years

5.2 Fellows/Associates working on research projects funded by BRN5/NBHM:

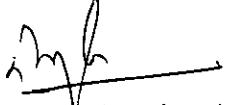
As per the terms of the projects, but will not exceed 5 (Five) years in any case.

5.3 Research Associates/PDF: Maximum of 3 (three) years.

6. Publication/Patent:

6.1 The results of JRF/SRF/RA's research work may be published in standard referred journals at the discretion of the Fellow or his Guide. It should be ensured by the Fellow that the assistance provided by the funding agency Department of Atomic Energy, is acknowledged in all such publications.

- 6.2 For filing of patents, BRNS/NBHM guidelines will be applicable
7. The stipend of all the above Fellowships including JRF/SRF/PDF/RAs is exempt from payment of income Tax under Section 10 (16) of the Income Tax Act 1961.
8. The revised rates of Fellowship will be applicable **w.e.f. 1.10.2014.**
9. This issues with the concurrence of Member (Finance), AEC.


(K. Swaminathan)
Under Secretary (R&D-II)
Phone No. 022-22862532

To:

1. Chairman, BRNS
2. Chairman, NBHM
3. Scientific Secretary, BRNS
4. Member Secretary, NBHM
5. All the Heads of Units/Heads of Autonomous Institutions under DAE
6. IFAs/JC(F&As)/CAOs in R&D Units and Registrars/CAOs & Finance-in-charge in Autonomous Institutions under DAE
7. Chief Controller of Accounts, DAE
8. All Officers/Sections in DAE
9. Under Secretary, Office of Secretary, DAE