



**All India Council for Technical Education**  
(Statutory body under Ministry of Education, Govt. of India)  
Nelson Mandela Marg, Vasant Kunj, New Delhi 110 070  
Website link: <https://www.aicte-india.org/atal>



**TRAINING AND LEARNING BUREAU**  
**SANCTION LETTER**

F. No. 1690968241/AICTE/ATAL/2023-24

Dated : 06.12.2023

To

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

**Sub: Release of a sum of Rs. 2,50,000/- (Rupee two lakh fifty thousand only) being the first instalment of the Grant-in-Aid under AICTE Training and Learning (ATAL) Academy Programmes for the Academic year 2023-24 - reg.**

Sir/Madam,

This is to convey the sanction of the Competent Authority of the Council for payment of **Rs. 3,50,000/- (Rupees Three Lakhs fifty thousand Only)** as Grant- In -Aid for conducting of **Face to Face** Faculty Development Programme under AICTE Training and Learning (ATAL) Academy Program and to make payment of **Rs.2,50,000/- (Rupee two lakh fifty thousand only)** as first instalment of Grant-in-Aid as per details given below:

1	Name of the Beneficiary Institute (University/College/Institute)	<b>DR. B.C. ROY ENGINEERING COLLEGE, DURGAPUR</b>
2	Address	<b>JEMUA ROAD, FULJHORE, DURGAPUR, 713206, 713206</b>
3	Name of the Coordinator	<b>Dr. Sumit Banerjee</b>
4	Permanent ID of Institute	<b>1-3634031</b>
5	Title	<b>Sustainability and Innovation in Energy Engineering and Sensors Technology</b>
6	Dates of FDP	<b>15/01/2024 to 20/01/2024</b>
7	FDP Type	<b>Technical</b>
8	Total Amount Sanctioned	<b>Rs.3,50,000/-</b>
9	Amount to be released as 1 <sup>st</sup> Instalment	<b>Rs.2,50,000/-</b>
10	Amount to be released as 2 <sup>nd</sup> Instalment (Case to case basis upon submission of Statement of Expenditure )	<b>Rs.1,00,000/- (Cap Limit)</b>

**The instructions/guidelines to be followed by University/Institution**

**I. Release of funds**

a. The maximum cost for conducting per programme will be of **Rs. 3,50,000/-** as per detail given as under:

Sr. No	Particulars	Sanctioned amount for <u>2023-24</u> for Face to Face FDPs
1.	Honorarium to Co-ordinator	Rs. 8,000/-
2.	Honorarium to Co-Co-ordinator	Rs. 5,000/-
3.	Honorarium for computer operators/lab-Technicians	Rs. 5,000/-(in total)
4.	Honorarium for experts	Rs. 50,000/- (Rs. 5,000 per session)
5.	TA to External experts engaging sessions	Rs. 1,00,000/-
6.	Refreshment & Lunch	Rs. 60,000/-
7.	Hands on training material, consumable items, and Miscellaneous Charges etc. reimbursed on actual basis	Rs. 22,000/-
8.	TA to Participants (excluding in-house participants)	Rs. 1,00,000/- (Rs. 2,000 (lump sum) per External Participant payable only for those with >=90% attendance and travelling beyond 20 KM one side)
<b>TOTAL</b>		<b>Rs. 3,50,000/-</b>

# Maximum amount mentioned against each head will not be relaxed and expenditures are to be restricted to head wise maximum limits

- (b) The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma to be submitted by the University/College/Institution. Further, the accounts of the institute will be open for test check by the Council or Controller & Auditor General of India or any other officer designated by them.
- (c) The amount of the Grant-in-Aid bill shall be disbursed and credited to the account of **DR. B.C. ROY ENGINEERING COLLEGE, DURGAPUR** through **RTGS**.
- (d) This Grant-in-Aid is being released in conformity with the terms & conditions as well as norms of the scheme as already communicated vide the scheme document.
- (e) The sanctioned grant-in-aid is debitable to the ATAL's FDP scheme and is valid for payment during the **financial year 2023-24** only.
- (f) Funds once released for organising the approved topic/area of FDP cannot be utilised for any other programme.
- (g) In case the event is cancelled/not conducted/could not conduct due to lack of required participants on the first day first session, the Grant- In-Aid shall be **refunded to AICTE within 07 days**.
- (h) In case it is revealed that any vigilance case/ grievance is pending against the institute or punitive action has been initiated against the institute for violation of AICTE norms, the Grant-In-Aid released to the institute will be liable to be refunded along **with interest @, of 10% per annum**.

## 2. Maintenance of Account by the Institute/University

- (a) The University/College/ Institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilised only on approved items of expenditure as given above.
- (b) 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 from AICTE.
- (c) The Council or its nominee shall have the right to check/ verify the account to satisfy that the fund has been utilised for the purpose for which it was sanctioned.
- (d) The Institute shall send a confirmation to AICTE within 15 days of receipt of grant on the receipt of the same.
- (e) All mandatory documents **in original, in hardcopy** be submitted to The Director, Training & Learning Bureau, All India Council for Technical Education, Nelson Mandela Marg, Vasant Kunj, New Delhi - 110070 within fifteen days of completion of the FDP

## II. Distribution of funds to institutions,

Amount of the grant sanctioned will be released in two instalments; first as advance of Rs. 2,50,000/- and then as reimbursement against the utilization Certificate and Statement of Expenditure, limited to Rs. 1,00,000/- to the University/Institute through electronic transfer in the account of the University/Institute after submission of mandate form.

## III. Refund of Grant by way of a RTGS in favour of Member Secretary, AICTE, New Delhi

The unutilized Grant-in-Aid should be refunded to the Council **within fifteen days** of conduct of the FDP. If the university/institute does not conduct FDP on the prescribed dates, or fails to follow directions in regard to conduct of FDPs as laid out in the scheme document, or falls under 1(h), the entire amount will be liable to be refunded along **with interest @, of 10% per annum** within 07 days. The amount has to be refunded to AICTE through RTGS as per details given below:

Account Number	55113200222
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

## IV Submission of documents by University / Institution

- (a) The following mandatory relevant documents are required to be submitted by the University / institution within fifteen days of the completion of the programme.
  - (i) List of candidates who have successfully completed the programme on the basis of the test conducted by the prog. co-ordinator
  - (ii) Completion report along with photographs and media reports

- (ii) Originals of Utilisation Certificate, Statement of Expenditure and bills etc., duly audited by a chartered Accountant and countersigned by the Head of the Institution within one month of conduct of FDPs. In case of the institute being a Government institute/ University the documents are to be certified by the Accounts Officer/ Controller of Accounts as deemed and counter signed by the head of the Institution.
- (b) The amount of the grant shall be adjusted on submission of utilisation certificate and 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 shall be adjusted.

V

#### **General Instructions**

- (a) Maximum 50 and minimum 30 minimum number of participants relaxed to 20 for North Eastern states Jammu, Kashmir, Ladakh and Andaman & Nicobar Islands).
- (b) A test has to be conducted on the last day accordingly. Scheme document 2023-2024 and those who score more than 70% will be termed as successful candidates. Those who have attendance 80% or more and also score more than 70% in the test will be issued a digital certificate.
- (c) Eligibility for institutions and participants are as laid out in the scheme guidelines
- (d) No fees shall be charged from any participant for attending ATAL FDP.
- (e) The institute should bear the expense incurred in addition to the fund granted by AICTE from their own resources.
- (f) Terms and conditions laid out in the Scheme Guideline for ATAL FDPS 2023-24 will be final and binding.

This Sanction Order may be treated as Offer Letter for all purposes.

Yours Sincerely,



**Dr. Sunil Luthra,**  
**Director,**  
**Training and Learning Bureau, AICTE**

Copy forwarded for information and necessary action to: -

1. Dr. Sumit Banerjee, Email: [sumit.banerjee@brec.ac.in](mailto:sumit.banerjee@brec.ac.in)
2. Dr. SANJAY S. PAWAR, JEMUA ROAD, FULJHORE, DURGAPUR, 713206, 713206
3. Guard File