



**Science and Engineering Research Board**  
**International Travel Support Scheme**

Established through an Act of Parliament: SERB Act 2008, Department of  
Science & Technology, Government of India

**Application No. - ITS/3262/2016-17**

**Dated: 19-08-2016**

**To**

**Mr. SUJAY BANDYOPADHYAY**

**Ph.D Student**

**Geography**

**UNIVERSITY OF BURDWAN**

**BARDHAMAN-713104(WEST BENGAL)**

Sub. : Financial Assistance to Mr. SUJAY BANDYOPADHYAY for participating in INTERNATIONAL ASSOCIATION OF SEDIMENTOLOGISTS (IAS) 2016 SUMMER SCHOOL ON "SEDIMENTS: FROM LAND TO SEA -ARCHIVES OF GLOBAL CHANGE - MESOZOIC AND CENOZOIC" to be held from 25-09-2016 to 02-10-2016 in ALGHERO, ITALY.

**Sir/Madam,**

We are happy to inform you that your application seeking financial grant to attend the above mentioned international scientific event has been recommended for support by the Science and Engineering Research Board (SERB). We will provide to and fro economic class air-fare by the shortest route, airport tax, visa fees & registration fees. It is hoped that the support will give you an opportunity to interact with leading international experts in the area. The support, however, is subject to the following conditions.

1. You should not have received financial support during the last three years under this scheme.
2. The air tickets are to be booked in economy class by the shortest route in a national carrier i.e. Air India. In case you are traveling by other Airlines due to non-availability of tickets or service by Air India, you are requested to get a certificate from Air India indicating the actual position on that particular date/dates and sector/sectors. Without this certificate, it will not be possible to reimburse the air fare.
3. **The destination for which there is no direct Air India flight, you have to travel by Air India upto the nearest hub to the destination and after that services of any other airline may be utilized, preferably of Air India alliance partner.**
4. **E-ticket is acceptable provided the amount of the fare is clearly reflected on the ticket.**
5. The signed print copy of Claim Form along with the original Boarding passes and institute account details must be sent to the SERB immediately after completing the online Claim Form to the following address.

*ITS Section*

*5 & 5A, Lower Ground Floor*

*Vasant Square Mall, Sector B, Pocket 5*

*Vasant Kunj, New Delhi, Delhi-110070*

**6. The account details must be in the format available at the home page of the online portal in the format section and it must be endorsed by the competent authority of the institute/university.**

7. SERB will reimburse the grant after deducting the financial assistance received from any other sources, if any.
8. All other expenses such as per diem, taxi fare etc. will not be reimbursed by SERB.
9. You will have to make your own arrangements for foreign exchange required for the purpose.
10. You will not be treated as a delegate sponsored by the Government of India.
11. Based on this offer letter, your Institute may consider advancing necessary funds to enable you to attend the above event.
12. **We request you to either accept or decline this offer at the earliest online. On acceptance only, you will be able to submit the Claim Form. Please note that once you decline this offer, it will be assumed that you are not interested in availing this offer and no further communication will be entertained in this matter.**
13. **You must submit Claim Form and other documents online within 90 days of the Last Date of the Event, failing which SERB will not reimburse the Travel Grant.**

With kind regards,

Your's Faithfully

Monika Agarwal

Scientist-E

Email

:ms[DOT]its[At]serb[DOT]gov[DOT]in



ITS/3262/2016-17  
**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, Sector B, Pocket 5  
Vasant Kunj, New Delhi  
Delhi - 110070

Dated : 15.12.16

**ORDER**

Subject: Reimbursement of travel grant to "Mr. Sujay Bandyopadhyay, Ph.D Student, Geography, University Of Burdwan, Bardhaman - 713104 (West Bengal)" for attending "international Association Of Sedimentologists (Ias) 2016 Summer School On "Sediments: From Land To Sea -Archives Of Global Change - Mesozoic And Cenozoic"" held during 25-09-2016 to 02-10-2016 in Alghero, Italy.

Sanction of the Science & Engineering Research Board (SERB) is here by accorded to the payment of a sum of Rs. 40445/- (Rs. **Fourty thousand four hundred fourty five Only**) for meeting the expenses incurred towards travel expenditure, visa and registration fees for participating in the above International event.

2. Sanction of the grant is subject to the condition as detailed in Terms & Conditions available at website ([www.serb.gov.in](http://www.serb.gov.in) and <http://its.serb.gov.in>).
3. The expenditure involved is debitable to "Fund for Science & Engineering Research (FSER) "
4. **This grant is being reimbursed under the ITS scheme**
5. The Sanction has been issued with the approval of the competent authority under delegated powers and vide Diary No. **SERB/F/6607/2016-17 dated 09-12-2016**
6. The amount of Rs. 40445/- (Rs. **Fourty thousand four hundred fourty five Only**) will be drawn by the Finance & Budget Officer of the SERB and will be disbursed to **The University Of Burdwan, University Of Burdwan, Rajbati, Bardhaman - 713104 (West Bengal)** by means of RTGS/NEFT transaction as per their Bank details given below:

Account Name	THE UNIVERSITY OF BURDWAN
Bank Name & Branch	BANK OF INDIA, BURDWAN
Account No.	420110100019490
IFSC/RTGS Code	BKID0004201
Applicant's E-Mail	sujaybandyopadhyayest@gmail.com
A/c Holder's E Mail	fo@buruniv.ac.in

Cont... 2/-

7. It is certified that original boarding passes have been received along with , travel expenditure, visa and registration fees documents and retained in the Board.
8. In the eventuality of any excess payment arising on account of typographical errors, etc., the excess amount should be refunded immediately to the Science and Engineering Research Board (SERB) by way of an a/c payee cheque in favour of the "Fund for Science & Engineering Research ". Non-compliance would lead to the SERB initiating recovery procedures which would also attract applicable penal interest which would be decided by the SERB.
9. In case of any discrepancy you may contact **ITS Section** at **ms.its@serb.gov.in**

*Monika Agarwal*  
(Dr. Monika Agarwal)  
Scientist-E

To,

**Finance & Budget Officer**  
**SERB, New Delhi**

**Copy forwarded for information and necessary action to: -**

1.	The Principal Director of Audit, A.G.C.R.Building, IIIrd Floor I.P. Estate, Delhi-110002
2.	Sanction Folder, SERB, New Delhi.
3.	File Copy
4.	Mr. Sujay Bandyopadhyay Ph.D Student Geography University Of Burdwan Bardhaman, West Bengal - 713104 <b>Email:sujaybandyopadhyayest@gmail.com</b>
5.	The University Of Burdwan University Of Burdwan Bardhaman, West Bengal - 713104 <b>Email:fo@buruniv.ac.in</b>

*Monika Agarwal*  
(Dr. Monika Agarwal)  
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