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**CENTRE FOR INTERNATIONAL CO-OPERATION IN SCIENCE (CICS)**  
**REGISTERED SOCIETY**

(Promoted by Indian National Science Academy, New Delhi  
in Association with Scientific Agencies and Departments)

**Dr. (Mrs) A. AMUDESWARI**  
**Director**

DOI.Lr.ATF-III/2015-16

24 July 2015

MR.SUJAY BANDYOPADHYAY  
RESEARCH SCHOLAR,  
THE UNIVERSITY OF BURDWAN, BURDWAN  
C/o.DR.NARAYAN CHANDRA JANA, DEPARTMENT OF GEOGRAPHY  
GOLAPBAG  
BURDWAN-713 104 (WB)

Dear MR.SUJAY BANDYOPADHYAY,

Sub: Travel support to attend INQUA-2015 (UNION FOR QUATERNARY RESEARCH CONGRESS) at NAGOYA, JAPAN during 26/07/2015 - 02/08/2015

We are extremely pleased to inform you that CICS will provide financial assistance of Rs.15000/- **which is subject to actual expenditures and receipts from all other sources whichever is less**, towards partial travel / registration / accommodation for attending the above meeting/conference. Please confirm your acceptance of this offer within 15 days from the date of this letter, failing which the award will be forfeited.

In the event you are not able to utilise this grant for various reasons even after confirming your acceptance, please do inform us immediately so that the money can be transferred to waitlisted awardees.

The actual amount will be paid after your return from the Conference. Please find enclosed herewith a Proforma in which you will have to submit your claim along with a copy of

award letter	passport (first two pages)
participation certificate	passport size photograph
participation report & airticket	documents as specified in the terms & conditions
visa page	Award letter from other agencies

Your claim must be endorsed by the Head of the Institute / competent authority and should reach our office within one month after the completion of the scientific meeting / training. The payment will be made in favour of Head of organisation / Finance Controller of your organization.

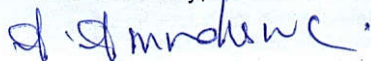
The grant is however subject to the consideration that you have not availed such offer from CICS (CCSTDS) during the last three years.

The grant is governed by Terms and Conditions (enclosed). The admissibility of the claim will be as per INSA/CICS norms.

In order to avoid delay in reimbursement of your claim, please do ensure that the terms and conditions are strictly adhered to.

With kind regards,

Yours sincerely,



(A. AMUDESWARI)

Encls: As above