To

The Registrar
Tripura University
Suryamaninagar
Tripura, Tripura

Sub: Release of a sum of Rs 93,000/- for AICTE Training and Learning (ATAL) Academy programme Online FDP of Nine Thrust Areas and Other Emerging Areas.

Sir,

This is to convey the sanction of the Council for payment of Rs. 93,000/- (Rupees Ninety Three Thousand Only) for conduct of online AICTE Training And Learning (ATAL) Academy Programme Sensors Technology to Tripura University, Tripura, under AICTE Training And Learning (ATAL) Academy.

This fund is being released in conformity with the terms & conditions as well as norms of the scheme as already communicated, and also being communicated in this letter.

The instructions/guidelines to be followed by University/Institution

I. Release of funds and maintenance of accounts

a. The University/College/Institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on approved items of expenditure.

b. The cost for conducting per programme will be Rs. 93,000/- as per detail given as under:

<table>
<thead>
<tr>
<th></th>
<th>Honorarium for Director</th>
<th>Rs. 10,000/-</th>
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<tbody>
<tr>
<td>1</td>
<td>Honorarium to Co-ordinator Rs.2000/- per day x 5 days</td>
<td>Rs. 10,000/-</td>
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<tr>
<td>2</td>
<td>Honorarium for experts (Rs.3000 per session for total 14 session)</td>
<td>Rs. 42,000/-</td>
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<tr>
<td>3</td>
<td>Provision for payment to Lab Attendant engaged during lab practices</td>
<td>Rs. 1000/-</td>
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<tr>
<td>4</td>
<td>Institutional charges</td>
<td>Rs. 15,000/-</td>
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<tr>
<td>5</td>
<td>Miscellaneous charges</td>
<td>Rs. 15,000/-</td>
</tr>
<tr>
<td>TOTAL =</td>
<td></td>
<td>Rs. 93,000/-</td>
</tr>
</tbody>
</table>

Programmes having permission to change amounts under different heads with overall ceiling of Rs. 0.93 lakh being intact.

c. The grant is subject to the adjustment on the basis of Utilization 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.

II. Disbursement of funds to institutions
The full amount of the grant sanctioned will be released as an advance to the University/Institute through electronic transfer on the account of the University/Institute after submission of mandate form

III. Conduct of test and issuance of certificate

- A test shall be conducted by coordinator at the end of the program.
- The certificates shall be issued to those participants who have attended the program with minimum 80% of attendance and scored minimum 60% marks in the test.

IV. Submission of documents by university/institution

a. The following mandatory relevant documents are required to be submitted by the university/institution within one month of the completion of the program: -

(1) List of candidates who have successfully completed the program on the basis of the test conducted by Program Coordinator.
(2) A program completion report along with photographs, videos, media report is to send after the completion of workshop along with the list of participants and Utilization Certificate, Expenditure Statement and feedback form etc. within one month of conduct of AICTE Training and Learning (ATAL) Academy programme.

b. The amount of the grant shall be adjusted on submission of utilization certificate & 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 to adjust.

V. General Instructions

a. Maximum 200 participants may be allowed to attend online FDP on a first come first serve basis however AICTE officials may be allowed to attend over and above 200 number. Coordinators are free to admit less number of participants depending on the feasibility.

b. You are requested to allow new participants and discourage participants who have already done one online ATAL FDP earlier.

c. A test has to be conducted (may be online) on the last day and those who score more than 60% will be termed as successful candidates. Those who have attendance 80% or more and also score more than 60% in the test will be issued a digital certificate.

d. These online sessions are to be recorded as the facility is available on the software which is being used for online delivery of FDP. You are also requested to share recording of sessions with AICTE.

e. Eligibility for Participants:

(1) The faculty members of the AICTE approved institutions, research scholars, PG, Scholars, participants from Government, Industry (Bureaucrats/ Technicians/ Participants from Industry etc.) and staff of host institutions.

(2) Not more than 30% from Host Institution

f. If programme is not conducted in the year 2020 only, the released amount, along with interest accrued thereon, has to be returned back to AICTE.

g. Any extra money required to complete the programme must be borne by the institute from their own resources but the quality of the activities should not be compromised.

h. Any unavoidable circumstantial change in the Program with respect to name of Project Coordinator, and date for organizing online AICTE Training and Learning (ATAL) Programme would mandatorily require prior approval of the Council. All such requests should be addressed to ATAL Academy, in advance, recording the specific reasons for proposed changes, failing which the offer for the grant already issued would be treated as automatically withdrawn and the financial assistance released in favour of the beneficiary institution shall be refunded immediately to the Council.

This Sanction Order may be treated as Offer Letter for all purposes.
Copy forwarded for information and necessary action to:

1. Coordinator - *Syed Arshad Hussain, Tripura University*, ATAL Programme
2. *ATAL Academy Cell AICTE HQ*
3. Guard File