

FILE NO. EEQ/2018/001434
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
Plot No. A, Community Centre
Sector-B, Pocket-5, Vasant Kunj
New Delhi-110070

Dated: 15 Feb-2019

ORDER

Subject: Financial Sanction of the research project titled "**The Positioning of an Improved WSN Particle Swarm Optimization in Node Ranging**" under the guidance of Dr. RAMBABU NAIK MEGAVATHU, ECE, Chebrolu Engineering College, Near power station chebrolu guntur (dt) andhra pradesh india, Guntur, Andhra pradesh-522212 - Release of 1st grant.

Sanction of **Science and Engineering Research Board (SERB)** is hereby accorded to the above mentioned project at a total cost of **Rs. 3188500/- (Rs. Thirty One Lakh Eighty Eight Thousand Five Hundred Only)** with break-up of **Rs. 1000000/- under Capital (Non-recurring) head** and **Rs. 2188500/- under General (Recurring) head** for a duration of 36 months. The items of expenditure for which the total allocation of **Rs. 3188500/-** has been approved are given below:

S. No	Head	Total (in Rs.)
A	Non-recurring	
1	Equipment -> Personal Computer -> Node Simulator-3 -> Matlab	1000000
A'	Total (Non-Recurring)	1000000
B	Recurring Items	
1	Recurring - I : (Manpower) Recurring - II : (Consumables, Travel, Contingencies) Recurring - III : Scientific Social Responsibility	1164000 700000 35000
2	Recurring - IV : (Overhead Charges)	289500
B'	Total (Recurring)	2188500
C	Total cost of the project (A' + B')	3188500

2. Sanction of the **SERB** is also accorded to the payment of **Rs. 1000000/- (Rupees Ten Lakh only)** under 'Grants for creation of capital assets' and **Rs. 755000/- (Rupees Seven Lakh Fifty Five Thousand only)** under 'Grants-in-aid General' to **Secretary, Chebrolu Engineering College, Near Power Station Chebrolu Guntur (Dt) Andhra Pradesh India** being the first installment of the grant for the year 2018-2019 for implementation of the said research project.

3. The expenditure involved is debitable to **Fund for Science & Engineering Research (FSER)**
This release is being made under Empowerment and Equity Opportunities for Excellence in Science. (Task force Committee) (ST)

4. The Sanction has been issued to Chebrolu Engineering College, Near Power Station Chebrolu Guntur (Dt) Andhra Pradesh India with the approval of the competent authority under delegated powers on **06 February, 2019** and vide Diary No. **SERB/F/11202/2018-2019** dated **15 February, 2019**

5. Sanction of the grant is subject to the conditions as detailed in Terms & Conditions available at website (www.serb.gov.in).

6. Overhead expenses are meant for the host Institute towards the cost for providing infrastructural facilities and general administrative support etc. including benefits to the staff employed in the project.

7. While providing operational flexibility among various subheads under head Recurring-II, it should be ensured that not more than Rs. 1.5 lakh each should be spent for travel and contingency.

8. Budget sanctioned under SSR is meant only for activities enlisted under SSR norms and under no circumstances it can be reappropriated.

9. As per rule 211 of GFR, the accounts of project shall be open to inspection by sanctioning authority/audit whenever the institute is called upon to do so.

10. The sanctioned equipment would be procured as per GFR and its disposal of the same would be done with prior approval of SERB.

11. The release amount of Rs. 1755000/- (Rupees Seventeen Lakh Fifty Five Thousand only) will be drawn by the Under Secretary of the SERB and will be disbursed by means of RTGS transaction as per their Bank details given below:

Account Name	Principal Chebrolu Engineering College
Account Number	32702010070911
Bank Name & Branch	SYNDICATE BANK GUNTUR MAIN BRANCH NEAR PALNADU BUS STAND OLD TRUNK ROAD GUNTUR
IFSC/RTGS Code	SYNB0003270
Email id of A/C Holder	r.v.krishnaiah@gmail.com
Email id of PI	princeram435@gmail.com

12. The institute will furnish to the SERB, New Delhi, separate Utilization certificate (UCs) financial year wise to the SERB for Recurring (Grants-in-aid General) & Non-Recurring (Grants for creation of capital assets) and an audited statement of accounts pertaining to the grant immediately after the end of each financial year.

13. The institute will maintain separate audited accounts for the project. A part or whole of the grant must be kept in an interest earning bank account which is to be reported to SERB. The interest thus earned will be treated as credit to the institute to be adjusted towards further installment of the grant.

14. The project File no. EEQ/2018/001434 may also be mentioned in all research communications arising from the above project with due acknowledgement of SERB.

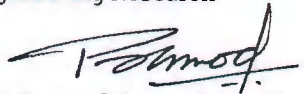
15. The manpower sanctioned in the project, if any is co-terminus with the duration of the project and SERB will have no liability to meet the fellowship and salary of supporting staff if any, beyond the duration of the project.

16. As this is the first grant being released for the project, no previous U/C is required.

17. The institute may refund any unspent balance to SERB by means of a Demand Draft favoring "FUND FOR SCIENCE AND ENGINEERING RESEARCH" payable at New Delhi.

18. The organization/institute/university should ensure that the technical support/financial assistance provided to them by the Science & Engineering Research Board, a statutory body of the Department of Science & Technology (DST), Government of India should invariably be highlighted/ acknowledged in their media releases as well as in bold letters in the opening paragraphs of their Annual Report.

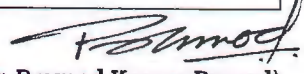
19. In addition, the investigator/host institute must also acknowledge the support provided to them in all publications, patents and any other output emanating out of the project/program funded by the Science & Engineering Research Board, a statutory body of Department of Science & Technology (DST), Government of India.


(Dr. Pramod Kumar Prasad)
Scientist C
pk.prasad@serb.gov.in

To,
Under Secretary
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.	Dr. RAMBABU NAIK MEGAVATHU ECE Chebrolu Engineering College, Near power station chebrolu guntur (dt) andhra pradesh india, Guntur, Andhra pradesh-522212 Email: princeram435@gmail.com Mobile: 919642123604 (Start date of the project may be intimated by name to the undersigned. For guidance, terms & Conditions etc. Please visit www.serb.gov.in .)
5.	Secretary, Chebrolu Engineering College, Near Power Station Chebrolu Guntur (Dt) Andhra Pradesh India (Receipt of Grant may be intimated by name to the undersigned)


(Dr. Pramod Kumar Prasad)
Scientist C
pk.prasad@serb.gov.in



Rambabu M <princeram435@gmail.com>

SERB-Notification

1 message

SERB_Administrator@serbonline.in <SERB_Administrator@serbonline.in>

Tue, Aug 13, 2019 at 4:12 PM

To: "info@serbonline.in"@imsva02.cdacnoida.in

**Science and Engineering Research Board**
(Statutory Body Established Through an Act of Parliament : SERB Act 2008)
Department of Science and Technology, Government of India

SCIENCE & ENGINEERING RESEARCH BOARD (SERB)

(Statutory Body Established Through an Act of Parliament : SERB Act 2008)

Science and Engineering Research Board
5 & 5A, Lower Ground Floor
Vasant Square Mall
Sector-B, Pocket-5
Vasant Kunj
New Delhi - 110 070File Number: **EEQ/2018/001434**

Dated: 13-Aug-2019

Subject: Project titled "The Positioning of an Improved WSN Particle Swarm Optimization in Node Ranging".

Dear Dr. RAMBABU NAIK MEGAVATHU,

This is regarding the SERB project titled "The Positioning of an Improved WSN Particle Swarm Optimization in Node Ranging" sanctioned vide order no. **EEQ/2018/001434** dated 15 February, 2019 to be implemented at Chebrolu Engineering College, Near Power Station Chebrolu Guntur (Dt) Andhra Pradesh India.

SERB has considered your request and hereby agrees to the transfer of the above project from Chebrolu Engineering College, Near Power Station Chebrolu Guntur (Dt) Andhra Pradesh India to KKR And KSR Institute Of Technology And Sciences, Vinjanampadu, Pratipadu Road, Guntur along-with all the asset/s procured in the project.

The Chebrolu Engineering College, Near Power Station Chebrolu Guntur (Dt) Andhra Pradesh India is also requested to transfer the unspent balance to KKR And KSR Institute Of Technology And Sciences, Vinjanampadu, Pratipadu Road, Guntur.

Also, kindly upload/update the audited final statement of expenditure and Utilisation certificate till the date you have implemented the project at Chebrolu Engineering College, Near Power Station Chebrolu Guntur (Dt) Andhra Pradesh India.

Yours sincerely,

Dated- 27th April, 2021

F. No.67- 65/IDC/GOC/POLICY-1/2020-21

All India Council for Technical Education
(A Statutory body under Ministry of HRD, Govt. of India)
Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: www.aicte-india.org



To

The Principal/ Director/ Registrar
KKR & KSR Institute of Technology and Sciences,
D. No.646, 647, Vinjanampadu (village), Vatticherukuru
(Mandal), Guntur-District, Andhra Pradesh-522017

Subject: Intimation of approval of grant of Rs. 50,000/- (Rupees Fifty thousand only) to conduct Conference under the scheme **Grant for Organizing Conference (GOC)-reg.**

Sir/ Madam,

With reference to the proposal submitted by your institute, this is to convey the sanction of the Council for grant of Rs. 50,000/- (Rupees Fifty thousand only) to conduct Conference under the scheme **Grant for Organizing Conference (GOC)**, as per details given below:

1.	AQIS Application ID	1-9290929872
2.	Title of Conference	National Conference on Knowledge based Inventive E
3.	Mode of Conference	Online Conference (National)
4.	Name of Coordinator.	Dr. Sadulla Shaik
5.	Name of Co-Coordinator:	Mohamadu Vasimbabu
6.	Grant-in-aid Sanctioned:	Rs. 50,000/-
7.	Amount to be released as 1 st instalment (50% of grant sanctioned:	Rs. 25,000/-

It is informed that due to the following circumstances/ reasons, release of 1st instalment is getting delayed:

- i. prevailing covid-19 situation
- ii. issues/ delay in mapping of institutes with AICTE (0917) on PFMS portal as Child agency.

However, efforts are being made to map the institutes on PFMS portal but release of 1st instalment of the grant may take some time. Therefore, if you would not receive the grant prior to date of the conference, you may organize the conference with your institute's budget (which may be gotten reimbursed as per point no. a below). In addition to the **terms and conditions** mentioned in the scheme document (**Copy enclosed**), the following **additional terms and conditions** are also required to be followed:

- a. The grant from AICTE will be **one-third (limited to Rs. 50,000/-)** of the total expenditure incurred for organizing the Conference and rest amount i.e. two-third of total expenditure will be managed by institute itself.
- b. No payment is permissible against the conference **already conducted** prior to receipt of this letter and such institutions are liable to refund the grant if these have no plan of conducting the conference ahead.
- c. Onsite Conference is required to be conducted within **twelve months** and the Online Conference within **six months**, from the date of receipt of this letter.
- d. Any change in the programme for holding Conference, change of Coordinator name, Venue and Date should be effected only after prior approval of the Council, failing which the sanction for the grant already issued would be treated as automatically withdrawn.
- e. The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ Government of India from time to time. GOI GFR rules (@<https://doe.gov.in/order-circular/general-financial-rules2017-0>) should be followed during utilization of grant.
- f. In respect of interuational conference, additional guidelines at **Annexure-I (copy enclosed)** have to be followed.
- g. In respect of Online/ e-Conference, additional guidelines at **Annexure-II (copy enclosed)** have to be followed.
- h. This letter may be treated as Offer Letter for all purposes.

Yours sincerely,

Paramjeet

Assistant Director (IDC)



All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi- 110070

Website: www.aicte-india.org

AICTE Training and Learning (ATAL) Academy, (Online FDP)



Date: 25/8/2020

F. No. AICTE-SCRO/ATAL/2020-21/ 947 (34)

To

THE PRINCIPAL / DIRECTOR
KKR & KSR INSTITUTE OF TECHNOLOGY & SCIENCES
GUNTUR, ANDHRA PRADESH
SURESH MUNDRU (Co-ordinator)

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 CLOUD TECHNOLOGY** to KKR & KSR INSTITUTE OF TECHNOLOGY & SCIENCES, GUNTUR, ANDHRA PRADESH, 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

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

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

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

- 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.



All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-
110070 Website: www.aicte-india.org



AICTE Training and Learning (ATAL) Academy, (Online FDP)

Date: 22/01/2021

F. No. 01/AICTE/ATAL-HQ/2020-21 1095(15)

To

THE PRINCIPAL / DIRECTOR,
KKR & KSR INSTITUTE OF TECHNOLOGY AND SCIENCES,
VINJANAMPADU (V), VATTICHERUKURU (M),
GUNTUR (DIST) - 522017
ANDHRA PRADESH.
K.Mallikarjuna Rao (Coordinator).

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 Photonics (8th – 12th Feb, 2021)** to **KKR & KSR INSTITUTE OF TECHNOLOGY AND SCIENCES**, 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

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

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

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

- 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

All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: www.aicte-india.org



STTP- Sanction Letter

Ref. No. 34-66/71/FDC/STTP/Policy-1/2019-20

Date 10 AUG 2020

From

Director,
Faculty Development Cell,
AICTE, New Delhi-110070

To

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

Sub: Release of grant for conduct of Short Term Training Programme (STTP) under AQIS 2019-20 during the financial year 2020-21– reg.

Sir,

This is to convey the sanction of the Council for payment of **Rs. 218178 /-** (**Rupees Two Lakh Eighteen Thousand One Hundred SeventyEight Only**) for conduct of Short Term Training Program as per details given below:-

1.	Name and address of the beneficiary University / Institution	KKR & KSR INSTITUTE OF TECHNOLOGY AND SCIENCES D NO:646,647 VINJANAMPADU (VILLAGE) VATTICHERUKURU (MANDAL) GUNTUR(DIST) ANDHRAPRADESH PIN:522017 Andhra Pradesh 522017
2.	Permanent ID of Institute	1-2076261
3.	Institute type	Unaided - Private
4.	Name of Coordinator	Dr. RAVINDRA MAGANTI
5.	Amount sanctioned	Rs. 218178/-
6.	Amount to be released	Rs.218178/- Full & final payment
7.	Head of account	601.15(a) Gen. Short Term Training Programme (Plan)
8.	The authorized officer in whose favour Cheque/ Demand Draft/ RTGS is to be made	REGISTRAR / DIRECTOR / PRINCIPAL
9.	Title of the programme	ADVANCE CONSTRUCTION TECHNICS IN LOW COST CIVIL STRUCTURES FOR MODERN LIVING

1. The amount of the grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education on the grant-in-aid bill and shall be disbursed to and credited to the Registrar/ Director/Principal of the institute through RTGS.
2. This grant-in-aid 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.
3. The Principal of the institute and the Coordinator of the Program are requested to verify the correctness

Institute PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AABTG1846R	UCO BANK	UCO BANK	BRUNDHAVAN GARDENS, GUNTUR	KKR&KSR INSTITUTE OF TECHNOLOGY & SCIENCES	Current Account	20200210000083	UCBA0002020

Instructions/Guidelines to be followed by the University/Institution

I. Disbursement of funds to University/Institutions

- g. The full amount of the grant sanctioned is being released as advance to the University/Institute.
- b. The amount spent by the Institute on the conduct of STTP shall be adjusted on the basis of utilization certificate and detailed expenditure statement submitted by the University/Institution on the prescribed format along with other mandatory documents viz feedback form, copy of proceedings and completion report etc.
- h. The above said amount of grant shall be refunded back to AICTE if the Letter of Approval (LOA) / Extension of Approval (EOA) is not issued by AICTE to the institute for the academic year 2020-21.

II Maintenance of Accounts

- a. The Institute shall strictly follow the provisions laid down in the scheme document as available on the portal.
- 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.
- c. 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.
- d. The grant is intended to cover items of expenditure connected with the Short Term Training Programme such as Boarding & Lodging to the participants, TA to outstation participants, Honorarium to Course Coordinator, reading material to participants, Honorarium to resource persons, TA/DA to resource persons including two outstations resource persons & working expenses (reprographic services, postage, transport, daily wages, tea/coffee etc.

III. Conduct of test and issuance of certificate

A test shall be conducted by Program Monitoring Committee (PMC) at the end of the program and joint certificates shall be issued (by AICTE & conducting institute) to those participants who have attended the program and have scored minimum 60% marks in the test.

IV. Submission of Documents by the University/Institutions to AICTE

- a. The following mandatory relevant documents are required to be submitted by the University/Institution within one month of the completion of the program:-
 - (iv) (i) Original Statement of actual expenditure & Utilization Certificate in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor. In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed and sealed by a Chartered Accountant endorsing the membership number and complete postal address. Format for the same is available on AICTE web portal.

The University/Institution is not required to submit bills/vouchers/invoices etc for the expenditure incurred out of recurring grants. However, such copies of bills/vouchers/invoices shall be digitized by respective institutions receiving grant and uploaded scanned copies of such bills/vouchers/invoices etc on the portal for availability and view at any point of time.

- (ii) Feedback form in the prescribed proforma.
 - (iii) Copy of the proceedings and completion report.
 - (iv) List of candidates who have successfully completed the program on the basis of the test conducted by Program Monitoring Committee (PMC).
 - (v) Report submitted by Program Monitoring Committee (PMC).
- 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 adjusted.

V. General instructions

- a. Preferably 10% of the participants may be industry professionals deputed by industry. Further, not more than 2 participants shall be from the host institution/group of institutions.
- b. The grant released/or part thereof, if remains unutilized for any reason after expiry of stipulated time period (for any reasons to include unspent amount, interest, penalty if imposed) shall be refunded back to AICTE in the form of RTGS payable to Member Secretary, AICTE, New Delhi. The bank details of AICTE are as under:-

Account No	: 55113199952
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

- c. The STTP is a residential program of a duration of six days with minimum 40 participants. The approved STTP shall be conducted within six months from the date of release of funds.
- d. If programme is not conducted within the period of six months of the release of the 100% grant, the released amount, alongwith interest accrued thereon, has to be necessarily returned back to AICTE within a month through RTGS.
- d. The expenditure under the Heads 'Honorarium to Course Coordinator' and 'Honorarium to Resource Persons' shall not exceed 1% & 20% respectively of the total sanctioned grant for the Programme. However, overall expenditure shall not exceed the funds sanctioned for the Programme.
- 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, Venue and date for organizing STTP would mandatorily require prior approval of the Council. All such requests should be addressed to AICTE, 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. Kindly mention the File No. 34-66/71/FDC/STTP/Policy-1/2019-20 in your future correspondence.
- i. **Steering Committee/Project Monitoring Committee (PMC)** is required to be constituted at institutional level. The constitution of the PEC shall be as under:

- (i) Principal/Director/Registrar of the institution (Chairperson).
- (ii) Coordinator of the program (Member Secretary).
- (iii) Two HoDs and one subject expert (members).

The members of the said PMC shall not be below the rank of Associate Professor. A test shall be conducted by Project Monitoring Committee (PMC) at the end of the program and the certificates shall be issued to those participants who have attended the program and have qualified in the test. The minutes of the meetings, along with PMC report, are to be submitted to the Council at end of the program along with other mandatory documents.

- j. **Gol GFR rules** (@<https://doe.gov.in/order-circular/general-financial-rules2017-0>) should be followed during utilization of grant.
- k. This Sanction Order may be treated as Offer Letter for all purposes.

NOTE:- Any deviation from the above will invoke serious action against the Institute.

Yours sincerely,

(Col. B Venkat)
Director (FDC)

10 AUG 2020

Copy forwarded for information and necessary action to :-

1. **Name and Address of the Coordinator**
Dr. RAVINDRA MAGANTI
KKR & KSR INSTITUTE OF TECHNOLOGY AND SCIENCES
D NO:646,647 VINJANAMPADU (VILLAGE) VATTICHERUKURU (MANDAL) GUNTUR(DIST)
ANDHRAPRADESH PIN:522017
Andhra Pradesh522017
2. **The Registrar / Director / Principal**
KKR & KSR INSTITUTE OF TECHNOLOGY AND SCIENCES
D NO:646,647 VINJANAMPADU (VILLAGE) VATTICHERUKURU (MANDAL) GUNTUR(DIST)
ANDHRAPRADESH PIN:522017
Andhra Pradesh522017
3. **Guard File**



All India Council for Technical Education
(A Statutory body under Ministry of Education, Govt. of India)
Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: www.aicte-india.org



MoE's Innovation Cell
Mentor-Mentee Program for IIC Institutions - Sanction Letter

To,

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

Sub: Sanction of Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand only) being the Grant-in-Aid under the Mentor- Mentee Program for IIC institutions 2021-22, MIC payable during the current financial year 2021-22- reg.

Sir,

With reference to the proposal submitted by the KKR & KSR Institute of Technology and Sciences, this is to convey that the sanction of the Council for payment of Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand only) as Grant-in-Aid under the Mentor- Mentee Scheme for IIC institutions 2021-22, MIC as per details given below:

1.	Name and address of the Beneficiary Institution:	KKR & KSR Institute of Technology and Sciences Vinjanampadu(Village), Vatticherukuru(Mandal), Guntur(District), Andhra Pradesh,Pin-522017 Guntur Andhra Pradesh ,522017
2.	Duration of the scheme:	Academic Year 2021-22
3.	Name of the Program Coordinator:	Dr.CHITTINENI ARUNA
4.	Total Grant-in-aid Sanctioned:	Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand only)
5.	Amount to be released during the year 2021-22:	Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand only)
6.	Sanctioned grant-in-aid is debit to:	INNOVATION CELL ACCOUNT

- The amount of the Grant shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education on the Grant-in-Aid bill and shall be disbursed to and credited to the account of Director/Principal/ Registrar of the Institute through RTGS/PFMS.
- This Grant-in-Aid 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

- Release of funds (Reimbursement as per actual basis)

- ✓ The Principal/ Director/Head of the institute are hereby requested to verify the correctness of the under mentioned bank account/ RTGS details submitted by them, in which the grant is being released:

Institute PAN No.	Bank Name	Bank Branch Name	Bank Branch Address	Account Holder Name	Account Type	Account Number	IFSC Code
AABTG1864R	UCO Bank	Mid Corporate Branch - Code 2020	Brindavan Gardens Main Road Andhra Pradesh Guntur	Principal, KKR & KSR Institute of Technology and Sciences	Current	2020021000 0083	UCBA0002 020

In case of any omission the same should be reported to AICTE immediately.

- ✓ The sanction is issued in exercise of the powers delegated to the council and other terms & conditions laid down in the guidelines of the scheme. 100% of the sanctioned amount will be released as grant in aid to the account of the beneficiary institute (Mentor IIC Institute).

II. Maintenance of accounts

- ✓ The Institute shall strictly follow the provisions laid down in the scheme document and sanction order No. *F.No. Innovation/Mentor Mentee Scheme/596/2020-21* Dated: 9th Dec. 2021 issued by this office. All correspondences related to the scheme must contain this number along with year of sanction of the scheme; failing which correspondence will not be entertained.
- ✓ The mentor IIC institute shall maintain proper accounts of the expenditure out of the grants, which shall be utilized only on the scheme.
- ✓ Institute needs to maintain the record of all original bills/honorarium receipts/transaction proof/voucher and invoice etc., AICTE/MIC or its nominee shall have the right to check/verify the account to satisfy that the fund has been utilized for the purpose for it was sanctioned.
- ✓ The Principal / Director / Registrar shall intimate about the receipt of the grant to AICTE/MIC.

III. Instructions for implementation of Project Funds

Sr. No	Activity	No of activities	Budget in Rupees	Expenses Covered
1	Conduct an orientation cum mentoring sessions for all the key functionaries of IIC members at mentee institutions. It may be conducted online mode.	At least 2 nos/Year {@Rs.3000 /mentor expert, 2 mentor experts per session}	12,000/-	honorarium

2	Mentor Institute Representative to take part in the quarterly progress meetings of mentee IIC institutions and provide guidance on planning, action plan preparation and improvisation of I&E activities to be conducted in the mentee institutions. Sessions may be conducted in online mode.	Minimum 15 nos. @Rs.1000/ meeting. (at least 3 meetings /mentee institute for 5 mentee institutions). A senior and competent IIC member of the mentor to take part in quarterly planning and review meetings conducted during the IIC calendar year in mentee institutions	15,000/-	honorarium
3	Mentor Institute to handhold all mentee institution in conducting at least two activities listed in the IIC calendar activity plan and support in identifying competent external experts and arranging sessions and honorarium to external experts. Sessions may be conducted in online mode.	At least 2 nos {@Rs.3000 /external expert, 2 external experts per session}	12,000/-	Expert's fee/honorarium
4	Mentor institute to organize a 2-day exposure visit cum training program focusing on long Innovation, IP, Entrepreneurship, pre-incubation and Incubation facility creation, IPR filing & management and start-up services and policy mechanisms (NISP, ARIIA and others) support for student and faculty etc. for mentee institute representatives. This is ideally a physical mode activity.	1 Number (Refer Table-2 for budget breakup)	1,25,000/-	Expert's fee/honorarium, food, site visits, accommodation and training and communication material cost for the participants
5	Mentor institute to conduct progress monitoring cum feedback & Impact evaluation study visit to each mentee institute especially towards the end of IIC calendar year or in	Total 5 nos of visits. (One-day visit by an expert/IIC member from the Mentor institute to the mentee institute. It covers local travel ad train or Air Travel cost	50,000/-	Mentors TA, honorarium cost.

	the 4 th Quarter. Ideally this should be a physical visit.	with upper cap of Rs.10000 per visit includes local travel cost). Stay arrangement to be made by the respective mentee institute		
6	Miscellaneous/contingency fund		11000/-	
	Total		2,25,000/-	

Table:2			
Budge Breakup for Activity 4			
S.No	Particulars	Maximum Amount/Person/Day In Rupees	Maximum Amount/Particular In Rupees
1	Accommodation for Participants (up to 10 members @2 members per mentee institute for 2 days)	Rs. 1500/-per person for 3 days	45000/-
2	Food	Rs. 800/- per person per day for 3 days	24000/-
3	Honorarium to invited external experts only (up to 4 numbers)	Rs. 5000/ expert	20000/-
4	Travel Reimbursement for Participants	Actual travel cost (Road or train or flight) with upper cap Rs. 5000/ mentee institute (with maximum 2 participants) and from 5 mentee institutions	25,000/-
5	Stationary, Printing (Design and printing of Brochure, registration kit and banner) etc.		11000/-
Total			125000/-

I. Utilization & Refund of Grant

- The Principal / Director / Registrar shall intimate about the receipt of the grant to AICTE/MIC.
- The fund, so released shall be utilized to conduct the prescribed activities for handholding, mentoring, and supporting mentee institutions in building/streamlining/strengthening the innovation and entrepreneurship eco-system and shall not be used for purchase of equipment like computer, laptop or fixed assets etc.
- The released/sanctioned fund for Mentor-Mentee program cannot be utilized for any other program/ sessions or activities.
 - ✓ In case the Mentor-Mentee program is cancelled, the funds must be returned back to AICTE/MIC immediately with interest accrued thereon.

- ✓ In any case, if the institute is required to refund the grant or interest accrued thereon or balance amount, the amount will be refunded to AICTE/MIC. (by way of a demand draft in favor of INNOVATION CELL ACCOUNT payable at New Delhi or through NEFT/RTGS at INNOVATION CELL ACCOUNT, Account No:37903899633, IFSC: SBIN0050203, SBI, SHASTRI BHAWAN, RAJENDRA PRASAD ROAD, NEW DELHI 11000).
- ✓ As MIC needs adequate time for depositing the Demand Draft in the bank, the same be immediately dispatched to avoid any lapse of the validity period. Meanwhile, institute can plan and start the activities as prescribed from the date of issuance of sanction order.
- The Institute shall strictly follow the provisions laid down in the scheme document and sanction order No. *F.No. Innovation/Mentor Mentee Scheme/596/2020-21 Dated: 9th Dec. 2021* issued by this office. All correspondences related to the scheme must contain this number along with year of sanction of the scheme; failing which correspondence will not be entertained.

II. Progress Monitoring and Reporting

IIC institution needs to upload the quarterly or semester wise progress reports periodically in the Mentor-mentee portal and final report submission along with following supporting documents within prescribed period of the completion of Mentor- Mentee program activities.

✓ Usage of Fund:

Original Statement of actual expenditure in the prescribed proforma duly signed by the Head of the institution, president of IIC Institute and countersigned by Registrar/Finance Officer/Govt. Auditor

or

In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed by a Chartered Accountant (with membership no., full address & stamp). Photocopies of formats are enclosed.

- ✓ The **Utilization Certificate (UC)** supported by Audited Statement of Expenditure to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the AICTE/MIC immediately after completion of the scheme to the following **Address: MoE's Innovation Cell(MIC), Room No. 316, 3rd Floor, AICTE HQ, Nelson Mandela Road, New Delhi-110070**
 - It should contain the head-wise break up of expenditure made from the grant-in-aid provided by the Council. Audited Statement of Expenditure indicating expenditure incurred in the total duration of the scheme in the prescribed format and GFR-19 shall be submitted to the Council.

III. Prescribed Activities for IIC Institutions

Under the Mentor-Mentee program, the mentor IIC institution will do the following suggestive activities for their mentee institutions;

1. The key functionaries of IIC at the mentor institute will conduct orientation sessions for all the key functionaries of IIC members of mentee institutions.

2. The mentor institute shall nominate its key functionaries of IIC to join the IICs of mentee institutions as an external expert member.
3. The mentor institute is required to handhold all mentee institutions in conducting at least two activities listed in the IIC calendar activity plan and support in identifying competent external experts and arranging sessions and honorarium to external experts
4. Mentor institute shall organize a 2-day exposure visit cum training program focusing on pre-incubation and Incubation facility creation, IPR filing & management and start-up services and policy mechanisms (NISP, ARIIA and others) support for student and faculty etc. for mentee institute participants. This is ideally a physical activity.
5. The mentor institute needs to conduct progress monitoring cum feedback & impact evaluation study visit to each mentee institute especially towards the end of IIC calendar year or in the 4th Quarter. Ideally this should be a physical visit.
6. The mentor institution is expected to encourage, guide and handhold mentee institutions in participating various innovation and entrepreneurship initiatives of MoE such as adoption of NISP, formulation of I&E policy at the institute level, Participation in ARIIA, Training of Innovation Ambassadors, Mentoring support to students and establishment of pre-incubation and incubation facilities etc.
7. Inviting participation form mentee institutions for the innovation and entrepreneurship activities are being organised by mentor institute as part of IIC calendar, Self-Driven activities etc.

**The activities 1, 2, and 3 may be organised either on online mode or physical mode as per the convenient to both mentor and mentee institutions.*

VII. Guideline for Conducting and delivering of the activities:

1. **To conduct orientation sessions for all the key functionaries of IIC members of mentee institutions.**
 - ✓ At least two orientations cum mentoring sessions for all mentee institutions or separate session for each mentee institution may be planned and conducted.
 - ✓ One orientation session should be organised at the beginning of the Semester/IIC Calendar year and one at the mid of IIC calendar year.
 - ✓ Orientation session shall be conducted on online mode using video conferencing platforms.
 - ✓ Key functionaries of mentor IIC institution shall join as mentor expert and will take the session and explain the best practices, cases of their institute on how they are driving the I&E ecosystem highlighting resource mobilization strategies.
 - ✓ A competent and experienced Key functionary from the mentor IIC institute will deliver the session on above objectives, and a maximum honorarium amount of Rs. 3000/- per expert per orientation session can be provided for this purpose.
 - ✓ A total budget of maximum Rs. 12000/- for two orientation sessions is provisioned.
2. **Take part in the quarterly progress meetings of mentee institutions and provide guidance and support in planning, action plan preparation, and improvisation of I&E activities to be conducted**

in the mentee institutions.

- ✓ At least one-member representation from the mentor institution in each mentee institution is required.
- ✓ The president of mentor IIC institute will nominate the member and he/she will take part in quarterly IIC meetings of IIC mentee institute.
- ✓ Once the member nominated for the mentee institute, same member is required to continue till the end of the IIC calendar year.
- ✓ Each nominated member need to take part in at least 3 such quarterly/semester meetings during the IIC calendar year.
- ✓ Quarterly meetings shall be conducted on online mode using video conferencing platforms.
- ✓ Role of member in mentee IIC institute is to actively participate in quarterly progress meeting of mentee IIC institutions and provide guidance on planning, action plan preparation, progress assessment and improvisation of I&E activities to be conducted in the mentee institutions.
- ✓ Mentor IIC institute may provide an honorarium of Rs. 1000/- to the nominated members upon completion of the such meeting and submission of verified report along with meeting outcomes to the president of IIC institute.
- ✓ A senior and competent IIC member of the mentor to take part in quarterly planning and review meetings conducted during the IIC calendar year in mentee institutions
- ✓ A total budget of maximum Rs. 15000/- for participation in 15 numbers of meetings in 5 mentee institutions during the IIC calendar year.

3. Planning and delivering of two IIC calendar activities for mentee IIC institutions

- ✓ Mentor institute in coordination with mentee institutions will identify two IIC calendar activities to be conducted for the mentee IIC institutions.
- ✓ Mentor institute will prepare the session plan and identify the external resource persons to deliver the session.
- ✓ Repute and experienced experts drawn from national and regional ecosystem should deliver the session.
- ✓ All mentee institute should ensure minimum participation of 250 nos includes IIC members, students and faculty members and staff.
- ✓ Activities shall be conducted on online mode using video conferencing platforms.
- ✓ Each session/activity should accommodate at least two external experts. A maximum honorarium amount of Rs. 3000/- per expert per session can be provided for this purpose.
- ✓ A total budget of maximum Rs. 12000/- for orientation sessions is provisioned.

4. Organize a 2 days long I&E exposure visit cum training program on I&E related theme such as pre-incubation and Incubation facility creation, IPR filing & management etc. for mentee institute representatives.

- ✓ Mentor institute will plan, host and organize a 2-day long exposure cum training program for the participants from mentee IIC institutions.
- ✓ Mentor institute shall get participant nominations from mentee IIC institutions.

Mentee institutions can nominate up to two key functionaries of their IICs.

- ✓ A total 10 participants from the 5 mentee institutions shall comprise the one cohort of training to be conducted on physical mode.
- ✓ The mentor institute shall take care the venue related expenses and delivering the training program. Expenses may include expert's fee/honorarium, food, site visits, accommodation and training and communication material cost for the participants etc. A detail breakup is provided in Table 2.
- ✓ The mentor institute shall reimburse the travel cost of nominee/representatives from the mentee institutions. Actual travel cost (road or train or flight) or the upper cap Rs. 5000/ mentee institute (with maximum 2 participants) can be accommodated.
- ✓ A total budget of maximum Rs. 125000/- for a batch size of 10 participants from 5 mentee institutions is provisioned.

5. To conduct visits to each mentee institution for progress monitoring & impact evaluation study especially towards the end of IIC calendar year or in the 4th Quarter.

- ✓ The Key functionaries or nominated members of mentor IIC institution to mentee institutions shall make a one-day visit to the campus of mentee institute to observe the progress, facility and function of IICs and discuss with the IIC members.
- ✓ Mentor expert will check the progress and provide feedback and on spot mentoring support to the mentee institute on improvisation of I&E ecosystem, strategies and how to improve the score and star of mentee institute.
- ✓ An impact evaluation study shall be planned and conducted and represented. A well designed communication brochure and annual report of IIC institute with achievement and impact should be incorporated. Mentor institute will guide mentee institutions in preparing and finalizing the IIC annual reports.
- ✓ The local and travel (road, train and air) expense of members shall be drawn from the budget provisioned.
- ✓ A total budget of maximum Rs. 25000/- covers visits to 5 mentee institutions (Rs.10000 per member per visit covers TA and honorarium) is provisioned.
- ✓ Mentee institute will provide local stay and organizing progress monitoring cum feedback/mentoring meeting should be planned in advance.

6. The mentor institution is expected to encourage, guide and handhold mentee institutions in participating various innovation and entrepreneurship initiatives of MoE such as adoption of NISP, formulation of I&E policy at the institute level, Participation in ARIIA, Training of Innovation Ambassadors, Mentoring support to students and establishment of pre-incubation and incubation facilities etc.

7. Inviting participation form mentee institutions for the innovation and entrepreneurship activities are being organised by mentor institute as part of IIC calendar, Self-Driven activities etc.

8. Delivering activities of Mentor-Mentee Scheme

- ✓ The President and concern program coordinator of the mentor institute shall be primarily responsible for the implementation of the project.

- ✓ All mentee institutions are also required to nominate coordinators (one from each mentee institutions) as the co-coordinators of the project at mentee institution level.
- ✓ Quarterly presentation on the planned activities and implementation progress should be submitted in the Mentor-Mentee section of the IIC Portal.
- ✓ If it is found that the grant-in-aid released is not being utilized for the purposes for which it was intended for and the progress of the programme is not satisfactory, action may be taken or funding support may be withdrawn.
- ✓ Further extension of financial support from AICTE, MIC shall be based on the progress of the scheme and effective utilization of the earlier grant-in-aid provided.
- ✓ If the Mentor institute coordinator leaves the institution, retires, or goes on long leave, the institute will appoint another Mentor Institute Coordinator to the programme, and immediate intimation to the MIC in this regard.

VIII. Use of Logos

- ✓ In case of activities organized in online mode, the logos of MIC, AICTE and IIC should be used properly labelled and prominently displayed.
- ✓ In case of physical activities, logos of MIC, AICTE and IIC must be prominently placed in the banners/stage backdrop/podium/venue, and displayed.
- ✓ All publicity materials/ advertisements/ brochures/ invitation cards/ any other collaterals/ event backdrop etc. related to Mentor-Mentee Program must carry the MIC, AICTE and IIC logo.

IX. Activity Report

Both mentor and mentee institutions are required upload activity reports related to mentor-mentee program in the IIC portal. Following documents and reports are required to upload by end of every quarter/semester or periodically by the mentor and mentee institutions;

- ✓ Brief plan and calendar for the Activities to be conducted
- ✓ A time activity chart indicating schedule along with deliverables for each participating institution.
- ✓ Reports for the activities completed.
- ✓ Sessions details, experts' details and feedback from participants.
- ✓ Details of financial layout and expenses incurred for the activities.
- ✓ Copies of letters of intents/MOU are signed with mentee institutions.
- ✓ The Mentor Institute Coordinator must submit progress report every quarter indicating
 - a. The progress of the activities under Mentor-Mentee Scheme and the status of the grant-in-aid utilized.
 - b. Geotagged photographs (maximum 15) of all the activities under Mentor-Mentee Scheme.
 - c. A video of 2-minute duration (per mentee institute) having: (i) Introduction by Coordinator mentioning the name and state of Mentee IIC and Mentor IIC institute. (ii) Activities conducted under Mentor-Mentee scheme (iii) How the Mentor-Mentee Scheme was beneficial to students, faculty and institute? (iv) Acknowledgement of AICTE/MIC support.

X. Monitoring

- ✓ AICTE/MIC may depute an Officer/Observer to oversee the quality of the conference and collect feedback from the venue

XI. Expected Outcomes

- ✓ Active participation and involvement of IIC members; students, faculty members and staff from both mentor and mentee institutions.
- ✓ A streamlined and strengthened innovation and entrepreneurship ecosystem with functional IICs in mentee institutions.
- ✓ Increase in awareness level among students, faculties and staff on recent developments and approaches in for innovation, entrepreneurship and intellectual property and their importance in wealth creation at individual level and national level.
- ✓ Nurturing leadership potential of student innovators, and entrepreneurs by providing them coordination role to achieve the program objective.
- ✓ Program will set foundation for institute's participation in MoE's Innovation and Entrepreneurship initiatives such as IIC, ARIIA, Hackathons, NISP, National Innovation Contest, and YUKTI and related programs at MIC and AICTE.

XII. General instructions

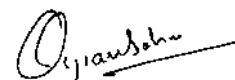
- ✓ The grantee Institution shall observe all financial norms and guidelines as prescribed by the AICTE/ Government of India from time to time. GOI GFR rules (@<https://doe.gov.in/order-circular/general-financial-rules2017-0>) should be followed during utilization of grant.
- ✓ This Sanction Order may be treated as Offer Letter for all purposes.

XIII. Duration of the Project: Duration of project shall be of one IIC calendar year.

For more information, please write your query to Ms. Selvarani, Innovation Officer.

Email: selva.rani@aicte-india.org, mm.iic.mic@aicte-india.org, **Phone no:** 011 2958 1513

Yours sincerely,



Dipan Sahu
Asst. Director, MIC

Copy forwarded for information and necessary action to:

- ✓ Principal/Hol
- ✓ IIC President
- ✓ Guard File

विकास आयुक्त का कार्यालय
(सूक्ष्म, लघु एवं मध्यम उद्यम)
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
(भारत सरकार)

निर्माण भवन, सातवीं मंजिल, मौलाना आजाद रोड,
नई दिल्ली-110 108



OFFICE OF THE DEVELOPMENT COMMISSIONER
(MICRO, SMALL & MEDIUM ENTERPRISES)
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File No. : F. No. 3(10)Inc/6th PMAC/2020-21

Date : 24-02-2021

To,

KKR and KSR Institute of Technology and Sciences

Subject: Approval of Ideas/ proposals submitted by your Institute under the Scheme 'Support for Entrepreneurial and Managerial Development of MSMEs through Incubators' for GoI assistance-reg.

Sir,

I am directed to inform you that ideas received from your Institute under the above scheme. The said proposals were considered by the PMAC meeting held on 04-02-2021 The committee approved this idea. The details of approved idea proposal is as under.

Sl. No.	Name of Incubatee and proposed idea of Innovation	Project cost	Amount Sanctioned as GOI Share (Rs. In lakhs)	Incubatee Share (Rs. In lakhs)
1	Bandaru Lakshmi Deepthi , CUTTING CHILLIES AND PROTECTING THEM WHILE DRYING DURING RAINFALL	13	13	0

You are requested to upload the following information / documents on MIS portal to release 1st installment:
Download required information / documents [Click here](#)

Yours faithfully,
(V. Ramakrishnan)
Dy. Director
E-mail: incubator-msme@gov.in

This is an automated message, Do not reply.