

PROFORMA TO DRAW HONORARIUM OUT OF RESEARCH PROJECTS BY

P.I.

Co. P.I.

1	Project number and title				
2	Funding Agency				
3	Project account number & bank name				
4	Department/Sub-campus				
5	Name of P.I:	Name of Co. P.I:			
6	Account Status: Single Joint	Total approved project cost Rs.			
7	Project Duration:	years/months, From		to	
8	Year wise Budgeted Provision for Honorarium to P.I. & Co-PI	Year	P.I	Co. PI (1)	Co. PI (2)
		1 st			
		2 nd			
9	Already drawn Honorarium by the P.I. & Co-P.I.:	Year	P.I	Co. PI (1)	Co. PI (2)
		1 st			
		2 nd			
10	Amount, Period and Year for which the honorarium is being claimed	<u>Amount for:</u>		<u>Period:</u>	<u>Year:</u> 1 st
		P.I. Rs.		From	2 nd
		Co. P.I. Rs.		To	3 rd
11	Overhead charges have been paid	Yes	No		
12	Cash Book Balance (In case of Joint account) Rs.	Funds in relevant budget head			
		For P.I. Rs.	For Co. P.I. Rs.		

Certificate:

It is certified that I have carefully filled in the above data and provided information is correct as per available documents and my knowledge.

Signature of P.I.

For ORIC Use Only:

- a. Financial and Technical Progress Reports for the period mentioned at Sr. 10 have been submitted to the funding agency. Yes or No
- b. Permanent items have been transferred to relevant Department. Yes or No
Honorarium case is recommended or Not recommended

DIRECTOR (ORIC)

Cash book balance (in case of single account) is Rs. _____

Financial report has been submitted. Funds are available in the relevant budget head and overhead charges have been paid. The case is forwarded to the Director HR.

TREASURER

DIRECTOR (HR)