भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय
Serving the nation since 1919

**INDIAN
INSTITUTE OF
TECHNOLOGY**
BANARAS HINDU UNIVERSITY

☎ : फोन नं.: (0542) 6702065 (R&D) फैक्स नं.: 91—0542—2367780 Phone No.: (0542) 6702065,2367036
Fax No.: 91-0542-2367780, e-mail: dord@itbhu.ac.in; assistantregistrar.research@itbhu.ac.in

अधिष्ठाता कार्यालय
(अनुसंधान एवं विकास)

Office of the Dean
(Research & Development)

IIT (BHU)/R&D/18-19/ 2 6 /L

Date: 16th Aug, 2018

To,
All the HoDs/Coordinators
Department/ Schools,
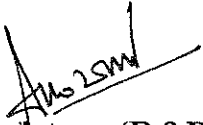**Indian Institute of Technology (Banaras Hindu University), Varanasi**

Subject: Reg.- Issuance of Endorsement Certificate for Project submission

Dear Sir/ Madam,

I am directed to circulate the new format as printed overleaf in which information is to be submitted (in place of minutes of Project Screening Committee Meeting) with regard to the project proposals to be submitted for extramural funding alongwith duly signed copy of complete project proposal to the office of Dean (R&D) for getting Institute endorsement for the same.

All the HoDs/ Coordinator of Schools are requested to circulate it to the faculty of Department/ School concerned.
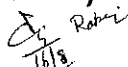
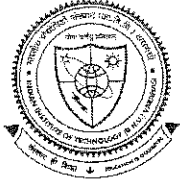This comes into force with immediate effect.

Assistant Registrar (R&D Admin)

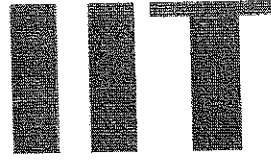**Copy forwarded for information and necessary action to:**

1. The Chairman, Web Management & E-mail Services Committee, IIT(BHU) with a request to upload it on IIT(BHU) website.
2. P.S. to the Director, IIT(BHU).
3. P.A. to the Registrar, IIT(BHU).

Assistant Registrar (R&D Admin)

भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय

IIT

INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

Serving the nation since 1919

Ref. No. IIT(BHU)/2018-19/   /

Dated:

Project titled '...'

submitted by Prof./ Dr. ....

Department/ School of ....IIT(BHU), Varanasi.

Submitting to the funding agency ....

The PI and Co-PI certifies that:

1. Proposal is as per the format prescribed by funding agency.   Yes/No

2. Clearances from the relevant committees* have been obtained or application for approval sent:
   a. Ethical Committee   Yes/No/Not Applicable
   b. Bio- safety committee   Yes/No/Not Applicable
   c. Animal Ethical committee   Yes/No/Not Applicable

*It is responsibility of PI to get clearance before start of the project (if required but not taken so far)

3. Basic general infrastructural facilities exist in the Department /School or have been provided for the project.   Yes/No

4. Same project has not been submitted by the PI/Co-PI elsewhere   Yes/No
   (if submitted earlier pl. specify the Ref. No. and date of this format)

5. Institutional/Overhead Charges have been included in the proposal (at least 25% of the project cost)   Yes/No

Forwarded:

Head/Coordinator
(with seal)

PI and Co-PIs
(with seal)

Note: This format alongwith copy of the complete proposal should be submitted to the office of the Dean (R&D) to get the Institute endorsement.