

**UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI – 110 002**

**APPENDIX-II**

Proforma for claiming re-imbusement of the expenditure incurred under the Travel Grant Scheme to attend Conference abroad.

1. Name : **Dr.P.MEHALINGAM**
  2. No. & Date of UGC's Approval : **F.No.6-8/2018 (TG) dated 07.05.2018**
  3. Name & Place of Conference attended : **3rd Global Summit on Herbals & Traditional Medicine**
  4. Duration of the Conference attended : **18.10.2017 to 20.10.2017 (Three Days)**
  5. Duration of the stay abroad : **17.10.2017 to 21.10.2017**
  6. Detail of actual expenditure incurred :
- a) First AC-II Class Rail fare or actual Bus fare within India (from Place of duty to nearest Airport and back) Rs.3310/-

Date	From	To	Distance (K.M)	Amount (Rs.)	Receipt enclosed Yes/No	Page No.
15.10.2017	Virudhunagar Jn	Chennai by Train	540	1255.00	Yes	1
16.10.2017	Chennai Egmore Jn	Chennai Airport By Taxi	20	400.00	Yes	2
22.10.2017	Chennai Airport	Chennai Egmore By Taxi	20	400.00	Yes	3
22.10.2017	Chennai	Virudhunagar Jn by train	540	1255.00	Yes	4

b) Air fare (by Economy class Or Excursion ticket) (Photocopy to be attached) - Attached	Total fare	Discount given by the travel agent	Net Payable	Page No.
	Rs. 55,000	No discount. It is the least fare	Rs.55,000	5

c) Fare from Airport (abroad) upto the venue of the conference & back


Date	From	To	Distance (Approx K.M)	Amount (Rs.)	Receipt enclosed Yes/No	Page No.
17.10.2017	Osaka Airport	Hyatt Regency Osaka, Japan	30	(30 x US\$ 2 = US\$ 60) US\$ 60 x Rs.64.70 as on 18.10.2017 <b>Rs.3882</b>	Yes	6
21.10.2017	Hyatt Regency Osaka, Japan	Osaka Airport	30	(30 x US\$ 2 = US\$ 60) US\$ 60 x Rs.64.70 as on 18.10.2017 <b>Rs.3882</b>	Yes	7

d)	Daily allowance for <u>7</u> days	:		8
	(i) Dollar rates Page No	:		
	ii) No of days 7 X Dollar rate Rs. 64.70 X Per day DA (dollar) 100 = Rs. 45290 (1\$ = Rs.64.70 as on 18.10.2017) 700 x Rs.64.70 (Receipt Enclosed Yes/No)	:	Rs. 45, 290/- Yes	9
e)	Registration fee paid (Receipt enclosed Yes/No) 600 US\$ x Rs. 64.70 (1\$ = Rs.64.70 as on 18.10.2017)	:	Rs.38, 820/- Yes	10
f)	Airport tax paid (Photocopy to be attached)	:	Nil	
g)	Visa Fee. (Receipt enclosed Yes/No)	:	Rs.2500/- Yes	11
h)	Conversion rates (enclosed Yes/No)	:	Yes	12
i)	Brief note of participation (enclosed Yes/No)	:	Yes	13
j)	Attendance Certificate (enclosed Yes/No)	:	Yes	14
	<b>Total</b>	:	<b>Rs.86,610</b>	

k)	Assistance received from INSA/DST/ICAR/CSIR or any other agency	:	Nil	
l)	Balance amount to be reimbursed By UGC	:	Rs.1,52,684	

Certified that

- 1 The details given above are correct and if the information is found to be incorrect on a later date, entire amount paid by the University Grants Commission will be refunded.
- 2 The expenditure has been utilized for the purposes for which it has been approved in accordance with the terms and conditions laid down by the UGC.
- 3 In case financial assistance is received from the organizers or any other agency, the amount paid by the University Grants Commission will be refunded.

  
(Signature of Applicant)

### CERTIFICATE BY HEAD OF THE INSTITUTION

1. Certified that details given above have been verified and found correct.
2. The applicant has not availed assistance from University Grants Commission for visiting abroad during past three/two years. (In case of SC/ST/OBC non creamy layer)/Physically Handicapped

Date 25: JUL 2018



Signature 

(Dr.P.SUNDARA PANDIAN)

Principal/Dean

(Seal)

PRINCIPAL  
VIRUDHUNAGAR HINDU NADARS  
SENTHIKUMARA NADAR COLLEGE  
AUTONOMOUS  
VIRUDHUNAGAR

UNIVERSITY GRANTS COMMISSION  
BHADURSHAH ZAFER MARG  
NEW DELHI 110 002

APPENDIX - III

UTILIZATION CERTIFICATE

Certified that the expenditure of Rs.1,52,684/- (Rupees One lakh Fifty Two thousand and six hundred and eighty four only) on the visit of Dr. P. Mehalingam, Assistant Professor, Department of Botany, V.H.N.Senthikumara Nadar College (Autonomous), Virudhunagar – 626 001, Tamil Nadu from 18.10.2017 to 20.10.2017 present his paper at the 3rd Global Summit on Herbals & Traditional Medicine, in Osaka, Japan has been incurred in accordance with terms & conditions laid down by the University Grants Commission in its letter No. F.No.6-8/2018 (TG) dated 07.05.2018 and all the conditions of the grant have been fulfilled and a sum of Rs.1, 52,684/- is yet to be released by UGC.



*D. Dhayabaran*

Accountant Auditor/ Chartered Accountant  
with Registration Number and Seal

**D. DHAYABARAN, B.Com., FCA., DISA.,**  
CHARTERED ACCOUNTANT  
30-C, Samiyannan Pillaiyar Kovil Street, I Floor  
VIRUDHUNAGAR-626 001.

*25/1/18*  
PRINCIPAL

**Captain Dr. P. SUNDARA PANDIAN**  
PRINCIPAL  
VIRUDHUNAGAR HINDU NADARS'  
SENTHIKUMARA NADAR COLLEGE  
AUTONOMOUS  
VIRUDHUNAGAR.

