

कार्यालयीन टीप एवं आदेश

11.09.19

I have just been informed by my senior Dr. Ashwin Dubey on e-mail that FCO (Foreign and Common wealth Office) wish to organize one Chevening Programme in our esteemed university for seeking the brightest minds for offering Awards-scholarships, fellowships selected by British Embassies and High Commission throughout the world. The programmes are fully funded by British Government and UK institutions. For that purpose they seek permission to arrange a session of 45 minutes in our institution, including Q&A. Tentative Date;

Please permit to arrange a meet in the Department of Zoology on 17th September 2019 for looking to create the global leaders in India.

Dr. Deepali Jat

Dr. Payal Mahobiya

Prof. Versha Sharma

Prof. J.D.Ahi (HOD)

Dean
CPS

DORD for n.a.
please

Shr.
12/01/19

DORD

HOD

5625

13.09.19

11.9.19

11/09/19

11/9/19

DOFA for n/a
pleaseShr.
11.01.19R7D/358
13/9/19

कुलपति कार्यालय
Kulpati Office
क्र/No.
दिनांक /Date
16/9/19

HR 13/9/19

13/9/19

R7D/430
20/9/19

amable

16/9/19

19/9/19

FICL

16/9

Subject: Request to present UK Government's Chevening Scholarships and Fellowships at your esteemed Organisation

Dear Sir / Madam

I am writing to you in hope to connect with you and your esteemed organisation to present about Chevening Scholarships and Fellowships.

Chevening is the UK government's flagship global scholarship scheme funded by Foreign and Commonwealth Office (FCO), and is celebrating its 36th year in India. Chevening is offered in over 160 countries & territories, and **India runs the largest Chevening programme in the world**. 3000 Scholars and Fellows in India have received the Chevening Awards since 1983. Globally the network comprises of 50,000 Alumni.

Chevening is offered to the best and brightest minds from India. Chevening offers two types of awards – Scholarships and Fellowships, the recipients of which are selected by British Embassies and High Commissions throughout the world. Both these awards are fully-funded which covers tuition/programme fees, living expenses and return flights to the UK in addition to association with the British Government and UK institutions, access to exclusive networking events, volunteering opportunities, workshops and talks. In the FY 2019-20, 120 fellows and scholars from India were selected for the award. While Scholarships are awarded for any subject of choice and at any university in the UK, Fellowships are bespoke and include sectors such as Cyber Security, Science & Innovation, Financial Services, Journalism and Leadership.

Applications for Chevening are currently open and we are seeking an opportunity to give a detailed presentation on Chevening scholarships and fellowships to your group of employees with experience of 7 years and above, if they can be arranged to gather in a hall/room.

We could discuss a convenient date in the month of September 2019 to conduct a session. The session would be conducted by the Head of Chevening India and would be for maximum of 45 minutes, including Q&A.

May I please request you to connect me to the HR/L&D/Admin Head in your organisation to take this session forward. We are looking create global leaders in India.

Hoping to hear soon from you.

Thanks & Regards,
Rajul Dube
Chevening Scholarship
Political Dept.
British High Commission,
Chanakyapuri,
New Delhi-110021

Rajul Dube
Deputy Head – Chevening Scholarships India
Political & Bilateral Affairs
British High Commission
New Delhi
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E: Rajul.Dube@fco.gov.uk

कृपया नोटशीट पृ- सं 1 का अवलोकन करने का कष्ट करें, जिस पर सक्षम अधिकारी ने उक्त विद्यार्थियों के वेलफेयर से संबंधित (Career & Counselling) कार्य कराये जाने का सैद्धान्तिक सहमति प्रदान की है।

उक्त कार्यक्रम हेतु 02 वरिष्ठ अध्येयताओं को बुलाया जा रहा है, जिसमें निम्नानुसार कार्यक्रम होगा-

16.10.2019 सुबह नई दिल्ली से भोपाल ----- द्वारा फ्लाइट

16.10.2019 सुबह भोपाल से सागर द्वारा टैक्सी

16.10.2019 को सुबह 11:30 विभाग का भ्रमण/कैरियर काउंसिलिंग

17.10.2019 को सुबह 9.30 बच्चों की कैरियर व फेलोशिप आदि के संदर्भ में काउंसिलिंग

18.10.2019 को सुबह 9.30..... विश्वविद्यालय प्रबंधन से चर्चा

अभी तक उक्त कार्यक्रम हेतु कुल 30 बच्चों ने रजिस्ट्रेशन कराया है और रजिस्ट्रेशन चल रहा है।

तदनुसार उन्हें निम्नानुसार खर्च प्रस्तावित हैं -

फ्लाइट से आना-जाना.....	रु 10000 / दो व्यक्ति
टैक्सी से आना-जाना	रु 8000 / दिनांक 16.09 को लाना तथा दि 18.10 को छोड़ना
उक्त दो व्यक्तियों की फूडिंग	रु 7200 /
गेस्ट हाउस चार्ज	निल
बच्चों का रिफ्रेशमेंट	रु 5000 / तीन दिनों के लिये
मिसलेनियस खर्च	रु 5000 / तीन दिनों के लिये

कुल रु 35000 /

उक्त आने जाने का टिकट हमें कराकर उन्हें भेजना है।

अतः रु 35000 / खर्च करने का अनुमोदन करते हुये अग्रिम के रूप में स्वीकृत करने का कष्ट करें, ताकि उक्त कार्यक्रम कराया जा सके, अन्यथा की स्थिति में उक्त कार्यक्रम नहीं कराया जा सकेगा।

✓
Regd. - 07/10/19

Forwarded

Me -
08/10/19

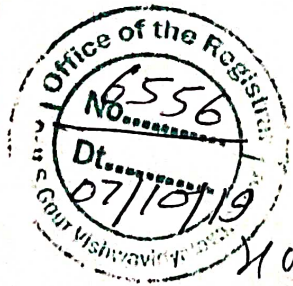
1. Ref noted on te.

- 6 -

2. The Judicial of Govt / Refinement etc is not appropriate & is just an amount mentioned without any calculation.

3. Besides Air tickets / Taxi fare (as per air rates), Govt items should be option / may be Rs 5000-7000/- in total.

4. Rs 25000/- be approved in principle and advice of Rs 5000/- be given, rest all payments to be online / by cheque by finance section on production of bills.



Honorable VC

[Signature]

21/10/19

[Signature]

17/10/19

Prof. K. K. Palit



Finance Officer

Advanced form enclosed kindly release the same as approved & sanctioned.

SOLF

[Signature]
11/10/19

Shul
10/10/2019

Chq No. 174833

Rs = 5000 = 00

14/10/2019

Subject ; Chevening meet- for placement of students.

This is in reference to the approved Chevening meet from competent authority of our University. Some expenditures will be expected in following heads :-

1. Accommodation for two person for two days : As per University norms approx : = 10000/-
2. Fooding for two person for two days : $1200 \times 2 = 2400$
 $1200 \times 2 = 2400$

Total = 4800/-

3. TA/DA $5000 \times 2 = 10000/-$
4. Refreshment = 5000/-
5. Miscellaneous (filter, Pen, bouquet, Flax, Banner etc. : 5000/-

Approximately Rs. 35,000/- for Cheving meet ^{is} expected in this regard

Submitted for approval in advance of 35,000/-

Forwarded
Mei
03/10/19

Shr
03/10/2019

Jayal
03/10/19

FRM/1932
3/10/19

AR (Fin & Acc.)
Budget

AS
03/10/19

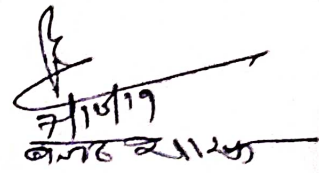
Recurring - 31 non-Salary items विवरण 2019-20
के अंतर्गत निम्न लिखित राशि शामिल की गई है

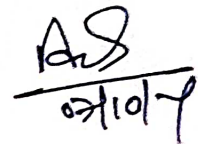
- ① Honorarium — 3000000
- ② Seminar & Workshop 500000
- ③ Placement & Career for
Counselling of Students 200000

3700000

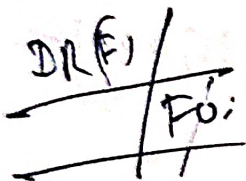
अतः ₹ 3500000 अंतिम राशि में शामिल है

In accordance with the approval
given on 16/09/2019 by competent
Authority.


07/10/19
जय केशव सिंह


07/10/19
असि

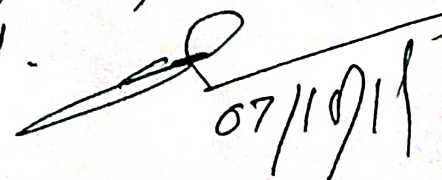

DR(F)


P.O.


Registrar


07/10/19

1. Ref notes are
2. The estimated expenditure of accommodation,
food & refreshment of Rs 10,000/-, Rs 4000/-
and Rs 5000/- in the Lyk. Please give
details justify to each one. E.g. of
accommodation in our Guest Rooms the charges
have been Rs 600/- to Rs 1000/- per day,
also charges on mess are not more than
Rs 150/- per person, each meal.
3. Please specify in detail & forward exact
estimate with 10% plus/minus.


07/10/19

Head, Dept of Zoology

