

# BERHAMPUR UNIVERSITY

Letter No. 6984/RCII/BU/22

**BHANJA BIHAR, BERHMAPUR – 760 007(G.M)**

Date 20/8/2022

## Notification

In pursuance of the proceeding of the meeting of the Principal Investigators, Coordinator OHEPEE, Coordinator Center of Excellence, Director-RCII, Registrar and the Comptroller of Finance held on 19.08.2022, the following resolutions were adopted with due approval of the Vice-Chancellor:-

1. That the project amount(s) sanctioned to the P.I(s) shall be released by way of **Book Transfer** to the project account(s) opened by the respective P.I(s) after deducting the overhead charges. As per Letter No. 6699/HE-PTC-OSHEC-0002-2018, dated 17.02.2022 of Govt. of Odisha and its guideline Clause 9.3 and the guidelines of the other funding agencies, as the case may be, the overhead grant shall be shared between the RCII and the P.I(s) of the respective Departments in proportion of 50:50 for necessary promotion of R & D culture as described in the guideline.
2. That to avoid delay in submitting UC and SoE, the P.I(s) shall prepare the UC and SoE at the end of each financial year as per the guidelines of the respective funding agency and the same shall be audited by the Chartered Accountant and place the same before the Director, RCII for signature of the CoF and the Registrar. Further, the P.I(s) shall maintain the Bills /Vouchers, Cash Book, Stock Book and records for LFA and AG audit purposes. The P.I shall have to face the audit objections, if any, at any point of time, for compliance.
3. That the P.I (s)/Coordinator(s) shall be allowed to procure the recurring/non-recurring items through **Open Tender Process**, if not available in GeM, after obtaining necessary approval from the competent authority.
4. That the P.I(s)/Coordinator(s) shall utilize the unspent carryover balance amount of the project of the previous financial year to the following financial year after obtaining necessary Administrative Approval.
5. That the TA and the DA to the P. I. and his / her manpower deployed in the projects shall be paid as per the guidelines of the respective funding agencies and the University. The P.I. or his staff shall obtain prior permission from the authority if they travel beyond 8kms.
6. When the manufacturer(s) / supplier(s)/ firm give(s) condition of L/C (Letter of Credit), University shall agree to provide a L/C for the said purpose and the same shall be provided by the P.I. concerned with due approval of the authority.
7. The Director, RCII shall submit a copy of the Utilization Certificate for each project to the Comptroller of Finance at the time of submission to the funding agency as a token of evidence for the said Book Transfer.

Memo No. 6985(35)/RCII/BU/22

Copy to:

1. All the Principal Investigators/ Coordinators (CoE/OHEPEE) for information.
2. The Comptroller of Finance for information and necessary action.
3. The Budget-cum-Accounts Officer for information and necessary action.
4. The Chairman, P.G Council for information.
5. The Secretary to Vice-Chancellor for kind information of the Vice-Chancellor.
6. P.A to the Registrar for kind information of the Registrar.
7. The O.I.C., Purchase for information and necessary action.

  
Registrar

Date

20/8/2022

  
Registrar

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23/08/22