



INDIAN NATIONAL SCIENCE ACADEMY
Bahadur Shah Zafar Marg, New Delhi – 110002

Madhvendra Narayan
Assistant Executive Director – I

INSA/SP/VSP-27/2024-25/
25th April, 2024

Dr. Swalpa Kumar Roy
Alipurduar Government Engineering & Management College,
Chepani, P.O. Bakla School Danga,
Dist. Alipurduar, WB-736206

Sub: INSA Visiting Scientist Programme, FY 2024-25

Dear Dr. Roy,

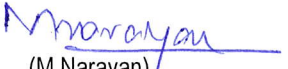
This is with reference to your application for INSA Visiting Scientist Programme for FY 2024-25. I am happy to inform that you have been selected for this award under which you can visit **Indian Statistical Institute Bangalore** for a period of **1 month** on following terms conditions:

1. During the fellowship period you will be provided the following:
 - a). A contingency of **Rs. 30,000/- per month (or as per actual whichever is less)** to cover expenses related to boarding, lodging and laboratory/research related items.
 - b). The **travel expenditure** from parent to the visiting institute will be reimbursed separately on **production of ticket and boarding passes as per the entitlement** in line with **Central Govt. TA Rules (Air Ticket should be purchased from IRCTC, Balmer & Lawrie and Ashok Travels & Tours)**.
2. Candidate selected as Visiting Scientist must complete their visit on or before **31st January, 2025**.
3. The Claim Bill, UC along with all supporting documents/bills should be submitted immediately after the completion of visit and not later than **15th February, 2025**.
4. Grant will be released to **Parent Institute**.
5. In case of any Change in Parent Institute, prior permission is to be obtained from INSA.
6. At least one month of visit is required for claim to be raised. In case of on-line mode, no grant assistance will be provided by INSA. Split visit is not allowed.
7. The awardees are advised to avail Govt./Institute guest house/Hostel/Hotel accommodation for boarding and lodging purpose. Bill Payments related to boarding, lodging and Laboratory/Research work which are made through **Electronic Mode only**, will be considered for reimbursement.
8. A **short Report (2-3 typed pages)** should be sent to the Academy immediately after completion of the visit along with a **certificate of completion from the Host Institute**.
9. No deviation from above guideline is allowed.

Kindly communicate your acceptance.

With best wishes,

Yours sincerely,


(M Narayan)

Encl. Claim Bill, UC, Bank details Proforma and Check List

CC: Dr. Saroj K. Meher, Email: saroj.meher@isibang.ac.in