

DYPCOP/DIR/ 366/2023

Date: 18/01/2023

To,
The Campus Director,
Dr. D.Y. Patil Educational Complex,
Akurdi, Pune

Subject: Approval for reimbursement of registration charges pattern towards participation in conference / seminar/ workshop/Symposia

Respected Sir,

As a part of coacademic activities our faculty, student and staff regularly attend various conference / seminar/ workshop/Symposia etc.in different capacities.

This participation is helpful of showcase contribution of college in that specific domain & also useful for various statutory committee visits (e.g. NBA/NAAC/PCI/SPPU etc.), competitions (NIRF Best college award, C- II survey etc.) and other mandatory proposals (e.g. SPPU-SAR/FRA etc.). In addition, these expenses will be considered by FRA without any reservation.

The same point was discussed in principal faculty meeting conducted on 7th October 2022. During discussion, it was placed before the chair that, college shall extend financial support for the same. It is also decided that, the total expenses for this academic year i.e. June 22 to May 23 shall be maximum Rs:70,000(Rs:Seventy Thousand only) for all courses of Pharmacy

Accordingly, to motivate an individual for participation and performance categories tabulated below have been proposed towards reimbursement of registration charges paid.

Sr. No	Category	Proposed of percent reimbursement
1	Reimbursement of registration charges for participation as delegate	25%
2	Reimbursement of registration charges for participation and presentation of work	50%
3	Reimbursement of registration charges for participation and being runner up	75%
4	Reimbursement of registration charges for participation and winner	100%


This reimbursement will be subjected to submission of necessary supporting documents like participation certificate, original receipt of registration charges paid and copy of brief report submitted to faculty coordinator

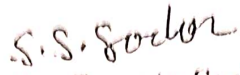
On this background, we request you to approve the above mentioned reimbursement pattern to be implemented from academic year 22-23 onwards to avail benefit on all above mentioned fronts.


(PTO)

Yours Sinc

Thanking you.

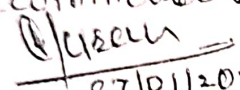

Mr. R. P. Pol
OS


Dr. Smeeta Sadar
Faculty Coordinator



Dr. N. S. V.
Princip

- Encl: 1. A copy of FRA Proposal stating relevant point
2. A copy of NAAC Manual stating relevant point
3. A copy of NBA Manual stating relevant point
4. A copy of SPPU's best college award proposal stating relevant point
5. Minutes of meeting (Principal-Faculty)
6. Balance sheet of all courses (to fix up maximum amount to be allocated)


Remarks of Finance Officer

Recommended

27/01/2023

Remarks of CFO: Recommended as financial support up
for the entire AY 2022-23.


27.01.23

✓
Approved/Not Approved


31 Jan 2023
RAdm Amit Vikram (Retd)
Campus Director