



डॉ. शकील अहमद  
संयुक्त सचिव

Dr. Shakeel Ahmad  
Joint Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग  
University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)  
(Ministry of Education, Govt. of India)

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F. No. 2-3/2008(Policy/MRP)

**MOST IMPORTANT/URGENT**

To

**Principal Investigator (PI) of the Major Research Projects**

Subject: Submission of Utilisation Certificate of Grants Released under Major Research Project (MRP) Scheme of UGC- Reg.

It is in continuation of earlier several reminders. It is informed that a Major Research Project was awarded to you but still, as per the record, required documents as per MRP Guidelines have not been submitted. Therefore, **PI** is requested to submit following documents (in original or photocopy attested by Registrar or Principal) immediately to enable the UGC to settle the accounts of MRP:

1. Utilisation Certificate alongwith a consolidated Item-wise detailed Statement of Expenditure (including project fellow salary, HRA and Arrears, field work, if any) actually incurred during the tenure of the project duly signed and sealed by the Registrar/Principal, Principal Investigator and Auditor/Chartered Accountant in prescribed format.
2. Final Report is to be placed on Institution Website or kept in Library. In this regard, a Certificate signed by the Registrar/Principal as the case may be, is to be sent by PI along with papers.
3. Refund of unspent balance, if any, along with the interest as per provision mentioned in Sanction Letter, may be made by way of RTGS, in the following Bank Account payable at New Delhi:

Account Holder	Secretary, UGC, New Delhi-110 002
Name of Bank & Address	Canara Bank, UGC Office, New Delhi-110 002
A/C No.	<b>8627101002122</b>
Type of A/C	Savings
IFSC Code	CNRB0008627
MICR Code	110015170

Copy to:

**Registrar of the University** - With a request to take up the matter with departments of your university. Also issue a Circular to your affiliating colleges, for submission of documents by Principal/MRP Awardee to settle the accounts of MRP Scheme immediately.

  
(Dr. Shakeel Ahmad)