

From: National Commission for Women <eproposal-do-not-reply-ncwapps@nic.in>
 Sent: Monday, December 9, 2019 4:37 AM
 To: Dr.Uppada Rajyalakshmi <rajyalakshmiu@aec.edu.in>
 Subject: Regarding your proposal - 16(382)/2019-2020/NCW(SCW)

राष्ट्रीय महिला आयोग
 भूखण्ड सं० २१, जसोला संस्थानिक क्षेत्र
 नयी दिल्ली - ११००२५
 National Commission for Women
 Plot No. 21, Jasola Institutional Area
 New Delhi - 110025

File number : 16(382)/2019-2020/NCW(SCW)

09/12/2019

To,

ADITYA ENGINEERING COLLEGE
 ADB ROAD, ADITYA NAGAR, SURAMPALEM, ANDHRA PRADESH
 East Godavari
 Andhra Pradesh 533437

Subject : Seminar / Workshop / Conference on Women and Employment - Gender based harassment at the Work Place (A Two Day Seminar on Women Employment and Empowerment in East Godavari district, Andhra Pradesh)

Sir/Madam,

Please refer to the proposal submitted by you to the National Commission for Women for organizing the Seminar on the above mentioned subject. I am happy to inform you that the Commission has approved your proposal for conducting the seminar with a financial assistance restricted to **Rs.249000/-** (Rupees Two Lacs Fourty-Nine Thousand only).

2. In order to enable the Commission to process the matter further, following documents / information are required to be made available to the Commissions as per prescribed formats within 10 days of the issue of this letter which has also been e-mailed to you:-

- i. Acceptance letter to organise the approved Seminar with the proposed date(s) and amount;
 - ii. Undertaking in the prescribed proforma (Format attached as Annexure II of the Seminar guidelines);
 - iii. Details for linking of PFMS with NCW in the prescribed format.
3. The sanctioned amount will be released in two installments as under:
- i. 50% in advance after acceptance of proposal alongwith requisite documents as mentioned in Para no. 2
 - ii. The balance 50% on receipt of the satisfactory report in the prescribed format (as described in Para No. 5) and on furnishing details of item wise expenditure along with original Bills & Vouchers and Utilisation Certificate certified from Chief Finance Officer/ Head of the Department as per GFR 12-A (format attached) for full sanctioned amount/actual expenditure.

4. It may be noted that the first installment of the sanctioned amount will be released only after receipt of the documents/ information mentioned in Para no. 2. If no response is received within 10 days from the date of issuance of this letter, the approval will be deemed to have been cancelled.

5. It may be noted that the sanction may be rejected and amount released may be recovered any time in case, the grantee organisation fails to conduct the seminar within period of one month of the date proposed for conducting the Seminar or fails to send the satisfactory report about the seminar including the following details:

- A. Title of the Seminar
- B. Photos of the Seminar including photo of the banner containing Name and Logo of the Commission.
- C. List of Resource Persons along with their designation and contact details (At least 60% Resource Persons as mentioned in the Seminar proposal must participate in the Seminar)
- D. List of Participants with their name, address and contact number
- E. Detailed Session-wise summary of the proceedings of the Seminar
- F. Gist of deliberations/information shared made by the Resource Persons
- G. Specific, actionable and topic oriented recommendations bifurcated into actionable at Local, State and Central Government levels.

6. You may please also note that since the present proposal is for the Financial Year 2019-20, the approval will not be valid for any seminar, conducted after 31st March, 2020. You may, therefore, take urgent steps to complete the required formalities.

7. The date for organizing the seminar should be intimated at least 15 days prior to the date of the seminar to enable the Commission to depute an officer/observer to ensure adherence with the stipulated guidelines and presence of qualified resource persons. The seminar must be organised on or before 15th January, 2020 or within 45 days from the release of first instalment but not beyond 31st March, 2020

8. It may also be noted that it may take at least three weeks to release the first installment after receipt of the required information/documents from you.

9. Please quote the reference number of this letter in future correspondence and also reconfirm details of your bank account, name of the branch and IFSC Code, etc. as submitted as part of the e-proposal and ensure that the organization is registered under PFMS and linked with NCW, otherwise payment cannot be made.

Encl : as above

Yours faithfully,
 Sd/-

(Loma Vasisht)
 Senior Research Officer



PRINCIPAL
 Aditya Engineering College
 SURAMPALEM