



# भारतीय आयुर्विज्ञान अनुसंधान परिषद INDIAN COUNCIL OF MEDICAL RESEARCH

स्वास्थ्य अनुसंधान विभाग (स्वास्थ्य एवं परिवार कल्याण मंत्रालय)  
वी. रामलिंगस्वामी भवन, अन्सारी नगर, नई दिल्ली - 110 029

DEPARTMENT OF HEALTH RESEARCH (MINISTRY OF HEALTH & FAMILY WELFARE)  
V. RAMALINGASWAMI BHAWAN, ANSARI NAGAR, NEW DELHI - 110 029

**Top Priority**

No.ICMR/FV/Misc./2018-Pers.

Dated, the 1st November, 2018.

To  
The Director/Director-in-Charge of the  
Permanent Institutes/Centres of ICMR -

Sub: FOREIGN VISIT CASES FOR FINANCIAL ASSISTANCE -

Sir/Madam,

I am directed to inform that the Director General, ICMR has constituted a Financial Assistance Committee who consider the requests/proposals of ICMR Scientists/Technologists for financial support to facilitate their participation in the International Conference/Workshops/Meetings etc.abroad.

I am to state that proposal of foreign visit cases in respect of ICMR Scientists/Technologists, who required financial assistance from ICMR and their visit date is up to March, 2019 (IVth Quarter) may be requested to fill up their request in the prescribed Check-list Form & Application for grant for TA Form (copy enclosed) and attach necessary documents like copy of invitation letter/acceptance of paper, copy of the abstract and brief CV duly signed by the individual and sent to this office with recommendation of Director/Director-in-Charge to examine the case latest by 20<sup>th</sup> November, 2018.

This may kindly be treated as on Top Priority.

Yours faithfully,

*Renu Mehndiratta*  
11/11/18  
(Renu Mehndiratta)  
Administrative Officer (Pers.)  
For Director General  
(Fax 26589320)

Encl : Check-list & Application for TA Form.

PS: It is requested that all proposal of foreign visit cases in r/o Scientist-B to Director only working in various permanent Institutes/Centre of ICMR be uploaded in our email ID icmrpers@gmail.com immediately.

- Copy to :
1. Admn.-I Section, ICMR for information and necessary action.
  2. All Divisional Head(s), ICMR for information and necessary action.
  3. Asstt.Director General(AX).
  4. ISRM - to place on ICMR website.
  5. Guard file.



**CHECK-LIST FOR NOMINATIONS OF ICMR SCIENTIST VISITING ABROAD TO PARTICIPATE IN THE WORKSHOP/CONFERENCES/ SYMPOSIUM/ SEMINARS ETC. -**

1.	a) Name, designation and full address of the official visiting abroad (email id with contact number) b) Scale of Pay c) Date of Superannuation				
2.	Purpose of visit (Detailed reason, copies of the Agenda etc. to be enclosed)				
3.	Title of Conference/ Symposia/ Workshop/ Meetings/ Seminars etc. and its relation to functions of the Institute/Centre				
4.	The role of the scientist (as Chairman, rapporteur, invited key note speaker, author of contributory papers or oral presentation)				
5.	The importance of his/her contribution to the subject of the Conference/Symposia/ Workshop/ meetings/Seminars, if attended in the past etc.				
6.	Whether the paper has been accepted for oral presentation. If so, a copy of abstract may be attached.				
7.	Country/Countries to be visited (City and address of all places to be shown)				
8.	a) Period/duration of the Visits (per country)  b) Including/excluding journey time to & fro	<u>Country</u>	<u>From</u> dd-mm-yy	<u>To</u> dd-mm-yy	<u>Days</u>
9.	(A) <u>Estimated expenditure on the proposed visit -</u>  (i) Total estimated expenditure in Indian Currency (ii) Total Foreign Exchange component  (iii) Total (i)+(ii) : Rs.  (B) Source of funding for the visit				

Contd.....2/-