



ज्ञान - विज्ञानं विमुक्तये

Filed
4/7/19
4/7/19

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University Grants Commission -South Eastern Regional Office
APSFC Building, 4th Floor, Abids, Chirag-Ali-Lane, HYDERABAD - 500 001
Ph.No.040-23204735, Fax: 23204734, mail: ugcsero@gmail.com

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No.3-1/2019 (ER)/Autonomous Colleges

Date: 25.06.2019

**The Principal**  
**ST.MARY'S COLLEGE**  
**THOOTHUKUDI-627401.**

***Sub: National Workshop on "Examination Reforms" - Reg.***

Sir/Madam,

This is to bring to your kind notice that University Grants Commission is organizing a National workshop on Examination Reforms on 18<sup>th</sup> & 19<sup>th</sup> July, 2019 (Thursday & Friday) at Dr.Zakir Hussain Complex, University of Hyderabad, Gachibowli, Hyderabad -500 046.

In this regard, we request you to nominate the Controller of Examination Or a person who is associated with the conduct of Examinations & Evaluation of your college to attend this workshop. He/She may confirm his/her participation through the given Google form link: <https://forms.gle/ufueQkVqaiTT3vq6A> and feel free to contact this Office in case of any difficulty/ clarification. The detailed programme schedule will be intimated shortly. The travel expenditure of the participant may be claimed from the Autonomy grant.

With regards,

Yours faithfully,

(Dr.G.Srinivas)  
Joint Secretary



Accts Dy. No: 210  
Dated: 30/07/19

UNIVERSITY GRANTS COMMISSION - SOUTH EASTERN REGIONAL OFFICE  
A.P.S.F.C. Building (4<sup>th</sup> Floor), 5-9-194, P.B. No.152, Chirag-Ali-Lane, HYDERABAD- 500 001,  
Ph.No.040-23204735, 20204734 (FAX) mail:ugcsero@gmail.com

F.No: FIP-TNMS002/004(TF)/MATHS/PH.D/XIIPLAN/2014-15 (FDP/UGC-SERO)

July, 2019

The Accounts Officer  
UGC-SERO, Hyderabad

UNIQUEID: TNTK00003654

30 JUL 2019

**Sub: Release of Grant under Faculty Development Programme- Reg.**

Sir/Madam,

I am to convey the sanction of the Commission for payment of Rs. 124188/- (Rupees in ONE LAKH TWENTY FOUR THOUSAND ONE HUNDRED AND EIGHTY EIGHT only) towards substitute teacher salary to **Ms./Mr./Mrs. A.ROBINA TONY** who is working against FDP Vacancy of Teacher Fellow **Mr./Mrs./Ms.SR.S.KULANDAI THERESE** Department of MATHEMATICS, **ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI** as detailed below:

| Name of Substitute Teacher(s) & Category | Mode of Claim       | Period Eligible for Substitute Salary |            | Amount and Period already sanctioned (in Rs.) |            |             | Period for which being grant sanctioned |            | Amount sanctioned Now (in Rs.) | Total grant sanctioned/ released so far (in Rs.) |
|------------------------------------------|---------------------|---------------------------------------|------------|-----------------------------------------------|------------|-------------|-----------------------------------------|------------|--------------------------------|--------------------------------------------------|
|                                          |                     | From                                  | To         | From                                          | To         | Amount      | From                                    | To         |                                |                                                  |
| Ms./Mr./Mrs. A.ROBINA TONY               | SCALE<br>Rs.53672/- | 19/06/2015                            | 18/06/2018 | 19/06/2015                                    | 31/03/2018 | Rs.958198/- | 01/04/2018                              | 18/06/2018 | Rs.124188/-                    | Rs.1082386/-                                     |
| GEN                                      |                     |                                       |            |                                               |            |             |                                         |            |                                |                                                  |

- The sanctioned amount is debitable to the Head of Account :31Gen-3(A)-2202.03.102.02.02.31-19(XXV)-Committed Liabilities : GIA(31)-FDP (General)and is valid for payment during the financial year 2019-20 Only and the amount of the Grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer) UGC-SERO, Hyd. on the Grants-In Aid Bill and shall be disbursed to and credited to "The Principal, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI by Electronic Mode through PFMS Portal at the following details:

(a)Name & Address of Account Holder: The Principal, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI  
(b) Name & Address of Bank Branch: CENTRAL BANK OF INDIA,

(c) Account No: 3102477487

(d) IFSC Code:CBIN0284061

- The Grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed Proforma submitted by the Institution.
- The Institution shall maintain proper accounts of the expenditure out of the Grants which shall be utilized only on the approved items of expenditure.
- The institution may follow the General Financial Rules, 2017 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2017 and those don't have their own approved manuals on financial procedures may adopt the provision of GFRs 2017 and instructions / Guidelines there under from time to time.
- The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.
- The assets acquired wholly or substantially out of UGC's Grant shall NOT be disposed or encumbered or utilized for the proposes other than those for which the grants was given without proper sanction of the UGC and should at any time the Institution ceased to function, such assets shall revert to the University Grants Commission.
- A Register of Assets acquired wholly or substantially out of the Grant shall be maintained by the Institution in the prescribed proforma.
- The Grantee Institution shall ensure the utilization of Grants-in-Aid for which it is being sanctioned / paid. In case of Non-Utilization / Part Utilization thereof, simple interest @ 10% per annum, as amended from time to time on the unutilized amount from the date of credit of amount to the date of refund as per provision contained in General Financial Rules of Govt. of India will be charged.
- The Institution shall follow strictly the Government of India/ UGC's Guidelines regarding implementation of the reservation policy (Both Vertical [for SC,ST & OBC] and horizontal [for Persons with disability etc.]) in teaching and non-teaching posts.



10. The Institution shall fully implement the Official Language Policy of Union Government and comply with the Official Language Act 1963 and Official Languages (Use for Official Purposes of Union) Rules, 1976 etc.
11. The sanction is issued in exercise of the delegation of powers vide UGC Order No. 69/2014 (F.No.10-11/12 (Admn.A&B) dated 23.03.2014.
12. The Institution shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009" and amendments thereof.
13. The Institution shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC), NBA / Authorized Accreditation body.
14. The accounts of the Institution will be open for Audit by the Comptroller & Auditor General of India in Accordance with the provision of General Financial Rules, 2017.
15. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accountant Prescribed by Government.
16. The Grantee Institution shall remit the unspent amount of Grant-in-Aid and or interest through e-mode (RTGS/NEFT) directly to UGC -SERO, Hyd. account indicating No. , date and amount of Sanction Order under intimation to this Office.
17. The college has to appoint the substitute teacher in the minimum pay scale as prescribed for an Assistant Professor (WITH NO INCREMENTS). If a substitute teacher appointed on a pay scale higher than the minimum pay scale of an Asst. Professor, the grant towards reimbursement of the salary of the substitute teacher will be paid by the UGC in the MINIMUM PAY SCALE AND THE BALANCE AMOUNT WILL BE MET BY THE RESPECTIVE INSTITUTION / COLLEGE.(OR) BY THE RESPECTIVE STATE GOVT.(SUBSTITUTE TEACHER IS NOT ENTITLED FOR ANY ANNUAL INCREMENTS.)[ IN FUTURE IF ANY INCREASE IN THE PRESENT CLAIMED PAY & ALLOWANCES OF SALARY THE SAME HAS TO BE BORNE BY THE INSTITUTE / COLLEGE ]
18. The Principal / Head of the Institute has to submit an undertaking stating that the college has followed strictly the rules and regulations as laid down by the UGC and concerned State Governments in appointment of the substitute teacher. If the college has appointed the Substitute Teacher in the middle of the month, the college has to pay the salary as (Total Salary /30 X Number of leftover days).
19. The Commission will not release any substitute salary above the tenure AFTER completing THE ELIGIBLE TENURE of PH.D/ M.PHIL of the Teacher Fellow. For that period, the College / Institute have to bear the salary, if any.
20. The Second Installment grant will be released on receipt of (i) Audited UC as per guidelines along with mode of payment / payment details made by the college to Sub. Teacher (ii) Progress Report of Teacher Fellow from the guide (iii) Duly signed salary statement for the remaining period.
21. The grant should not be used for Self-Financing/Unaided Courses/ Self-Financing Teachers. In the event of providing any wrong information / violating the norms and rules& regulations of UGC Guidelines, the Institution will be de-recognized from the list of 2(f) & 12B of UGC. Act and no further grants will be released. The Principal / Head of the Institution held responsible for the same.
22. The College is registered/mapped with PFMS Portal.
23. The College is registered/mapped with PFMS Portal. The Expenditure is to be incurred using EAT module in PFMS. The stepwise details for implementation of EAT module is available at <https://pfms.nic.in/->Books and Manuals->EAT User Manual>.

Yours faithfully

(Dr.G.Srinivas)  
Joint Secretary

30/7/19

Copy forwarded for information and necessary action to:

1. The Principal  
ST.MARY'S COLLEGE,  
THOOTHUKUDI-628001.  
[He/She shall abide by these instructions/guidelines of sanction order]
2. MR./MRS./MS. A.ROBINA TONY  
Department of MATHEMATICS  
ST.MARY'S COLLEGE,  
THOOTHUKUDI-628001.

(Dr.G.Srinivas)  
Joint Secretary

The sanctioned grant of Rs. 124188/- has been transferred to your college Account as mentioned at the Point No.1 of this Sanction Order by e-payment through PFMS portal date.....  
You are requested to acknowledge the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.





Accts Dy. No: 52  
Dated: 01/07/19

UNIVERSITY GRANTS COMMISSION- SOUTH EASTERN REGIONAL OFFICE  
A.P.S.F.C. Building (4<sup>th</sup> Floor), B-9-194, P.B. No.152, Chirag-All-Lane,  
HYDERABAD- 500 001, Ph. No:040-23204735, mailugcsero@gmail.com

F.No: FIP-TNMS002/003(TF)/MATHS/PH.D/XIPLAN/2014-15 / GEN

July, 2019

The Accounts Officer  
South Eastern Regional Office  
University Grants Commission  
Hyderabad

UNIQUE ID: TNTK00003654

1 JUL 2019

**Sub: Release of Grant under Faculty Development Programme - Reg.**

Sir/Madam,

I am to convey the sanction of the Commission for payment of Rs.15000/- to Tmt.V.L.STELLA ARPUTHA MARY - MATHEMATICS, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI for the expenditure to be incurred as per the details given below in respect of the Teacher Fellow

| Name and Address of Teacher Fellow       | M.Phil/ Ph.d | Purpose           | Total Period of Teacher fellow-ship | 1 year Period of Sanction |                                    | Grant already released | Current period of sanction |                                    | Grant being released Now | Total Grant released. (RS.) |
|------------------------------------------|--------------|-------------------|-------------------------------------|---------------------------|------------------------------------|------------------------|----------------------------|------------------------------------|--------------------------|-----------------------------|
|                                          |              |                   |                                     | From                      | To                                 |                        | From                       | To                                 |                          |                             |
| Mr./Ms./Mrs. Tmt.V.L.STELLA ARPUTHA MARY | PH.D         | Contingency Grant | 24 months                           | 19/06/2015                | One year w.e.f the date of joining | Rs.15000               | 19/06/2015                 | Two year w.e.f the date of joining | Rs.15000.                | Rs.30000                    |
| GEN                                      |              |                   |                                     |                           |                                    |                        |                            |                                    |                          |                             |

- The sanctioned amount is debitable to the Head of Account :31Gen-3(A)-2202.03.102.02.31-19(XXV)-Committed Liabilities:GIA(31)-FDP (General)and is valid for payment during the financial year 2019-20 Only and the amount of the Grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer) UGC-SERO, Hyd. on the Grants-In Aid Bill and shall be disbursed to and credited to "The Principal, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI by Electronic Mode through PFMS Portal at the following details:

(a) Name & Address of Account Holder: The Principal, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI  
(b) Name & Address of Bank Branch: CENTRAL BANK OF INDIA,

(c) Account No: 3102477487 (d) IFSC Code:CBIN0284061

- Grants towards Contingency for the Teacher Fellowship for the first year will be paid to the Institution of the Teacher Fellowship on receipt of joining report. The second year's Contingency grant will be paid on receipt of audited Utilization Certificate for the first installment of grant, duly signed by the Principal of the Institution and audited item-wise statement of expenditure for the second year and the report of submission of thesis.
- The amount of the grant for Rs.15000. shall be drawn by the Account Officer, SERO, UGC, Hyderabad (DDO), University Grants Commission on the Grants-in-aid bill and shall be disbursed to and credited to the Principal, Tmt.V.L.STELLA ARPUTHA MARY - MATHEMATICS, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI by him/her through Cheque /Demand Draft/RTGS/NIFT Transfer.
- The Grant is subject to the Adjustment on the basis of Utilization Certificate in the prescribed Performa submitted by the College and other completion documents duly signed by all concerned.
- The University/College shall maintain proper accounts of the expenditure out the Grants, which shall be utilized, only on approved items of expenditure.
- The utilization certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the duration of completion of sanctioned period. Balance grant will be released only on receipt of audited UC and Statement of Expenditure etc., signed by the concerned officials.
- The assets acquired wholly or substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purposes other than those for which the Grant was given, without proper sanction of the University Grants Commission and should, at any time the College ceased to function, such assets shall revert to the University Grants Commission.



8. The University/College/Institute shall maintain a Register of Assets acquired wholly or substantially out of the Grants in the prescribed form.
9. The grantee institution shall ensure the Utilization of grants-in-aid for the purpose for which it is being sanctioned/paid. In case of Non-Completion of the Ph.D (or) M.Phil / non-Utilization/part utilization, or mis-utilization of grants sanctioned by the Commission for the purpose for which these were approved and in accordance with the terms and conditions of the approval or does not furnish the required documents or is disaffiliated from the University the entire amount paid by the Commission against the awardee shall be refunded by the College/ Individual with simple interest @ 10% per annum as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Government of India will be charged. Under any circumstances NO further extension of period to complete the Ph.D/ M.Phil will be given beyond the recommended tenure of the Selection Committee.
10. The grant should not be used for Self Financing Teachers. In such cases, the College has to refund the entire grant released by this Office along with Penal Interest. In the event of payment to Self Financing teaches the Institution / head of the institution will be held responsible.
11. It may be noted that the accounts of the grant-in-aid Institution shall be subject to Inspection by Officers of the SERO, UGC, Hyderabad.
12. The interest earned by the University/ College/Institute on this grants in aid shall be treated as additional grant and may be shown in the U.C./Statement of expenditure to be furnished by grantee institution.
13. The University/College/Institute shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts for Scheduled Castes/Scheduled Tribes/OBC/PH/etc.,
14. The University/College shall fully implement to Official Language Policy of Union Govt. and comply with the Official Language Act, 1963 and Official Languages (Use for Official purposes of the Union) Rules, 1978 etc
15. The funds to the extent are available under the Scheme.
16. The sanction issues in exercise of the delegation of powers vide Commission Office Order No. 130/2013 [F.No:10—11/12 (Admn.I/ A& B) Dated 28.05.2013.
17. The College/Institution shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutions 2009. The Institute must comply and provide any Information under RTI Act, 2017
18. The College / Institution shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).
19. The accounts of the College / Institution will be open for Audit by the Comptroller & Auditor General of India in accordance with the provision of General Financial Rules, 2017.
20. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with Uniform format of accounting prescribed by Government.
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22. The College is registered/mapped with PFMS Portal. The Expenditure is to be incurred using EAT module in PFMS. The stepwise details for implementation of EAT module is available at <https://pfms.nic.in/->Books and Manuals->EAT User Manual>.

Yours faithfully

*[Signature]*  
01/7/19  
(Dr.G.Srinivas)  
Joint Secretary

Copy forwarded for information and necessary action to:

The Principal  
ST.MARY'S COLLEGE  
THOOTHUKUDI - 628001.

Mr./Mrs./Ms Tmt.V.L.STELLA ARPUTHA MARY -,  
Dept. of MATHEMATICS,  
ST.MARY'S COLLEGE  
THOOTHUKUDI - 628001.

*[Signature]*  
(Dr.G.Srinivas)  
Joint Secretary

The sanctioned grant of Rs.15000 has been transferred to your college Account as mentioned at the Point No.1 of this Sanction Order by e-payment through PFMS portal date. 03/07/19.....  
You are requested to acknowledge the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.

*[Signature]*  
21/7/19 (R.Rayappa)  
Accounts Officer

GAR NO: 17  
FY YEAR: 2019-20





Accts Dy. No. 50  
Dated 21/07/19

UNIVERSITY GRANTS COMMISSION- SOUTH EASTERN REGIONAL OFFICE  
A.P.S.F.C. Building (4<sup>th</sup> Floor), 5-9-194, P.B. No.152, Chirag-Alli-Lane,  
HYDERABAD- 500 001, Ph. No:040-23204735, mailugcsero@gmail.com

F.No: FIP-TNMS002/004(TF)/MATHS/PH.D/XIIPLAN/2014-15 / GEN

July, 2019

The Accounts Officer  
South Eastern Regional Office  
University Grants Commission  
Hyderabad

UNIQUE ID: TNTK00003654

1 JUL 2019

Sub: **Release of Grant under Faculty Development Programme - Reg.**

Sir/Madam,

I am to convey the sanction of the Commission for payment of Rs.15000/- to **SR.S.KULANDAI THERESE - MATHEMATICS, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI** for the expenditure to be incurred as per the details given below in respect of the Teacher Fellow

| Name and Address of Teacher Fellow | M.Phil/ Ph.d | Purpose           | Total Period of Teacher fellow-ship | 1 year Period of Sanction |                                    | Grant already released | Current period of sanction |                                    | Grant being released Now | Total Grant released. (RS.) |
|------------------------------------|--------------|-------------------|-------------------------------------|---------------------------|------------------------------------|------------------------|----------------------------|------------------------------------|--------------------------|-----------------------------|
|                                    |              |                   |                                     | From                      | To                                 |                        | From                       | To                                 |                          |                             |
| Mr./Ms./Mrs. SR.S.KULANDAI THERESE | PH.D         | Contingency Grant | 24 months                           | 19/06/2015                | One year w.e.f the date of joining | Rs.15000               | 19/06/2015                 | Two year w.e.f the date of joining | Rs.15000.                | Rs.30000                    |
| GEN                                |              |                   |                                     |                           |                                    |                        |                            |                                    |                          |                             |

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(c) Account No: 3102477487 (d) IFSC Code:CBIN0284061

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- The amount of the grant for Rs.15000. shall be drawn by the Account Officer, SERO, UGC, Hyderabad (DDO), University Grants Commission on the Grants-in-aid bill and shall be disbursed to and **credited to the Principal, SR.S.KULANDAI THERESE - MATHEMATICS, ST.MARY'S COLLEGE, THOOTHUKUDI, THOOTHUKUDI** by him/her through Cheque /Demand Draft/RTGS/NIFT Transfer.
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18. The College / Institution shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).
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Yours faithfully

(Dr.G.Srinivas)  
Joint Secretary

Copy forwarded for information and necessary action to:

The Principal  
ST.MARY'S COLLEGE  
THOOTHUKUDI -628001.

Mr./Mrs./Ms SR.S.KULANDAI THERESE -,  
Dept. of MATHEMATICS,  
ST.MARY'S COLLEGE  
THOOTHUKUDI - 628001.

The sanctioned grant of **Rs.15000**, has been transferred to your college Account as mentioned at the Point No.1 of this Sanction Order by e-payment through PFMS portal date..03/07/19.....  
You are requested to acknowledge the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.

(Dr.G.Srinivas)  
Joint Secretary

(R.Rayappa)  
Accounts Officer

GAR NO: 15  
FY YEAR: 2019-20