

### **Minutes of the 3<sup>rd</sup> meeting of R&D cell dated 20.09.2022**

The chairman of the cell presided over the meeting. The following decisions have been taken in the meeting:

- i) All the purchase process for In-house projects will be carried out by central purchase committee of the College.
- ii) Date of commencement of the In-house projects will be 23.09.2022.
- iii) For each project Rs. 1000/- will be given to the reviewer as an honorarium as early as possible for evaluation of the project proposal.
- iv) For each sanctioned project, two project monitoring sessions will be held. One will be held after six months from the date of commencement, where the expert will evaluate progress of the project via online. For each project Rs. 1000/- will be given to the expert as an honorarium. Project will continue if the expert is satisfied with the progress of the project. Another session will be held via offline mode where the expert will make final evaluation after the submission of the final technical report. For this, the expenditure will be TA as per actual + 2000/- for honorarium + food.
- v) The Director will be requested to clarify the function R & D Cell regarding the participation in seminar/conference.

The meeting is ended with a vote of thanks to the chair.

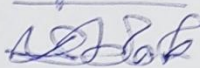



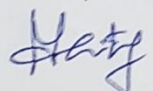
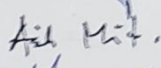
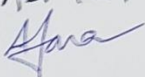
The list of members attended the meeting is attached.

## 3rd Meeting of R&D cell

Date - 20/9/22

### Members present

Venue - TPO Conference room

<u>Name</u>	<u>Signature</u>
1. Deb Kumar Deb	
2. D.K. Gayer	
3. T. S. Daphadaz	
4. Hira K. Maiti	
5. Hiran K. Maiti	
6. Asish Mita	
7. Amit Kumar Jana	

### Members absent

1. Prof. Asko Banerjee
2. Prof. Apurba Roy