

**Application form for the Disbursement of Honorarium/Stipend/Manpower Assistantship from a
Sponsored Research Project/Seed Grant Project/Consultancy/Internal Project for
Students/Interns/Experts:**

1.	Name of the person to whom Honorarium/ Manpower Assistantship is to be paid	
2.	Her/His contact no.	
3.	Please tick the category: a.) Student (enrollment No.:.) _____ b.) Intern (Details) _____ c.) Project Staff (Designation & Project No.) _____ d.) Others (PI to provide details and justification along with ID of the manpower)	4. Period of work: 5. Project No (Fund Source).: 6. Budget Head as per Sanction order: 7. Amount (Rs.) :
8.	Qualification of Manpower (Mandatory): (Note:- The proposed honorarium & qualification should be in line with the funding agency norms or IIT Mandi norms. PI to specify under which norms the applicable amount is being proposed)	
9.	Details of work related to the project: <u>Mandatory to attach a write up</u> on a separate sheet which should include: <ul style="list-style-type: none">• Title of the Project• SRIC Project No.• Workdone wrt objectives of the project.• Signatures of the Manpower and countersigned/verified by PI with dates.	
10.	Bank account/Payment details (to be filled by person being paid) Bank Account No.: _____ Bank Name: _____ IFSC: _____ PAN No.: _____	<i>I hereby undertake that the bank/payment details mentioned by me are correct and belong to me. I further undertake that the work mentioned has been carried out by me during the stated timeline/period.</i> Signature by Manpower: Date:

I hereby certify that I have gone through and understood the applicable Funding Agency/Institute norms regarding temporary engagement on honorarium basis for project execution. Simultaneously, necessary steps are being undertaken for engagement/appointment of manpower through the advertisement/adhoc route, as applicable.

Name of the PI
Signature with date



(For office use only)

SRIC Comments:.....

AR SRIC

Approved / Not approved

Dean (SRIC)

SRIC Finance

Paid (Rs.) _____

NEFT/Bank Transfer/Cheque No..... Date:.....

SRIC Finance Staff

AR SRIC