

5. Infrastructural status of the collaborating Institution/MRC/College/University:

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6. Name, Designation & Address of the Speaker: i.

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7. Brief Bio-data of the Speaker: i.

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8. Name, Designation & Address of the Chairperson: i.

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9. Brief Bio-data of the Chairperson: i.

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10. Topic: i. /

ii. /

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11. Background and Justification of the topic selected: i.

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12. Date & Time of the public lecture:

Date: **Time:** **to**

13. Venue:

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14. Proposed budget:

(Should not exceed Rupees **Forty Thousand**):

Sr. no.	Expenditure Heads	Amount
1	Towards T.A. of the Speaker (Subject to actual)	
2	Accommodation charges of the Speaker (Subject to actual)	
3	Honorarium of the Speaker (Rs. 5,000/- fixed)	
4	Local conveyance of the Speaker (Subject to actual)	
5	Honorarium of the Chairperson (Rs. 1,000/- fixed)	
6	Towards T.A. of the NMM Coordinator (Subject to actual)	
7	Towards accommodation charges of the NMM Coordinator (Subject to actual)	
8	Local conveyance of the Chairperson (Subject to actual)	
9	Printing of invitation cards, banners etc. (Subject to actual)	
10	Arrangement of sound and light (Subject to actual)	
11	High tea for 150 scholars (pre head @ Rs. 40/-) (Subject to actual)	
12	Photography and video recording charges (Subject to actual)	
13	Audit charges (Maximum 2000/-)	
14	Stage arrangement, flower bouquets, gift items etc. (Subject to actual)	
15	Miscellaneous expenses, if any	
Total Expenditure		

15. If approved, the DD shall be drawn in favor of:

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Signature
(Coordinator & Seal)

of

For details please visit our website: www/namami.org or contact on Tel no.: 011-23383894, Fax no.: 011-23073340