

## Annexure-VII

**PERFORMA FOR ANNUAL PROGRESS OF THE PROJECT (YEAR ...  
)  
(To be submitted at the end of each financial year)**

1. Title of the Project
2. Name and address of the Principal Investigator
3. Number and date of Sanction letter
4. Duration of the Project
5. Total outlay of the Project
6. Date of start of Project
7. Funds released vis- a- vis utilized (cumulative)  
Receipt  
Expenditure
  1. Salaries
  2. Permanent Equipment
  3. Consumables
  4. Travel
  5. Contingencies
  6. Institutional charges
8. (i) Objectives of the Project  
(ii) Objectives undertaken during the year
9. Progress during the period  
Under Review as well as overall
10. Methodology followed
11. Targets and Achievements  
(Physical)
12. Programme of work for the next  
Year or part thereof
13. Publication, if any, based on the work done under the project
14. Any other relevant information

## Annexure-VIII

### **FORMAT FOR FINAL TECHNICAL REPORT OF RESEARCH PROJECTS FUNDED BY THE MINISTRY OF ENVIRONMENT & FORESTS**

#### **PART – I**

1. Title of the Project
2. Name of Members of Research Team and their designation
3. Number and date of Sanction letter
4. Duration of the Project
5. Total outlay of the Project
6. Date of start of Project
7. Date of completion of Project

#### **PART - II**

1. Abstract of the Project
2. Introduction
3. Objectives
4. Detailed report of work done on the Project including Methodology
5. Result / Findings
6. Discussion and Analysis
7. References

#### **PART - III**

1. Recommendation including remedial measures relevant to the environmental problems studied under the project.
2. Utility of the findings of the Project for industry / other organizations (Pl. also specify the manner in which these could be utilized).

3. Whether any patents have been filed or are likely to be filed on the basis of the project work.

4. List of research papers/published/accepted on the work done under the project.

(Two copies of the reprints/accepted/submitted paper also to be enclosed)

5. Whether any research fellow associated with the project has been awarded Ph.D.

etc. or any other higher degree and if so, name of the fellow and the title of the

thesis may be given

## **Annexure-IX**

### **FORMAT FOR EXECUTIVE SUMMARY OF RESEARCH PROJECTS FUNDED BY THE MINISTRY OF ENVIRONMENT & FORESTS (Not more than 3 Pages)**

1. Title of the Project
2. Name of Members of Research Team and their designation
3. Number and date of Sanction letter
4. Duration of the Project
5. Total outlay of the Project
6. Date of start of Project
7. Date of completion of Project
8. Brief introduction
9. Objectives
10. Work done
11. Results / findings