

**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**

**FORM FOR DISTRIBUTION OF CONSULTANCY PROJECT FUNDS  
(For project approved from 1.6.2012 onwards)**

1. Project No..... Distribution : Final / Interim
2. Name and department of Principal Investigator: .....
3. Title of Project : .....
4. Project Fund Position
  - Gross Amount including Service Tax=G = Rs. ....
  - Less-Service Tax=L = Rs. ....
  - Contracted amount T = (G-L) = Rs. ....
  - Amount payable to Institute share P = Rs. ....
  - Amount distributed earlier (if any) = X = Rs. ....
  - Remaining amount (F)=T- P - X = Rs. ....
  - Total expenditure on the project = E = Rs. ....
  - Savings = S = (F-E) = Rs. ....
5. Amount to be Distributed = Rs. ....

Mention all the names as per approval even if the amount to be disbursed is nil.

To be filled by P.I.				To be filled by SRIC-A/c		
Name	Employee Code	Bank A/c No.	Amount in Rs.	Income Tax	Net. Amount	Token No.
<b>TOTAL</b>						

Certified that

- (a) (a1) This is final distribution and that the work has been completed and the report has been sent.  
**OR**
- (a2) This is interim distribution and the percentage of amount of work done against the project is not less than the corresponding percentage of the charges being distributed now.
- (b) No separate T&P register was maintained for the project  
**OR**  
Separate T&P register was maintained, the certificate duly signed by Head of The deptt/centre is attached.

\_\_\_\_\_  
**Signature of Principal Investigator (with date)**

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**SRIC Office, IIT Roorkee**

Approved /Not Approved

**Supdt. (SRIC – Admn./ A/c)                      AR (SRIC-Admn.)                      Assoc. Dean (SRIC) / Dean (SRIC)**

Copy to:    1. Principal Investigator  
              2. AR SRIC A/c

**For distribution of Total Institute Share into RDF(SRIC Fund), DDF,PDF and incentive to Staff , SWF etc. on getting full payment only at the time of closing the Project (on final distribution only).**

**Total Institute Share deducted Rs.....**

**Details of Distribution of Total Institute Share deducted**

- (a) RDF (SRIC Fund) ..... % of Rs ...  
 (b) DDF of ..... Department ..... % of Rs...  
 (c) PDF ..... % of Rs...  
     (c1) PDF of Dr.....= Rs.....  
     (c2) PDF of Dr.....= Rs.....  
     (c3) PDF of Dr.....= Rs.....  
 (d) Electricity Charges ..... % of Rs.....

**TOTAL = Rs.**

- (e) Distribution of incentive to office Staff and S.W.F. etc. ....% of Rs.....

**TOTAL = Rs.**

**Details of distribution of amount as at (e) Rs.....**

1. S.W.F. (5%) Rs.....  
 2. Department Office (20%) Rs.....  
 3. Dean SRIC office and persons directly related to SRIC work (30%) Rs.....  
 4. Fund for Community Activities (10%) Rs.....  
 5. Central Administrative Fund (35%) Rs.....

**TOTAL = Rs.**

**Details of distribution of Department Office Staff Share as at (2) :**

Name	Designation	Employee Code	Saving Bank A/c No.	Amount in Rs.
Sri Mohd. Aslam	Sr. Supdt.	200462	SBI-10660311602	
Sri Ankit Saini	Jr. Supdt.	201376	SBI-20102776320	
Sri Amarjeet Singh	Sr. Asstt.	200192	SBI-10660364632	
Sri Sanjay Singh Rawat	Jr. Asstt	201413	SBI-32786072723	
Sri Arvind Gunawat	Jr. Asstt	201576	SBI -32619092109	
Sri Dina Nath	Attdt.	200742	SBI-10660307786	
<b>TOTAL</b>				

**Percentage of Various Components of Total Institute Share deducted**

Components	Routine testing	consultancy
(1) RDF	70 %	50%
(2) DDF	20 %	15%
(3) PDF	0	25 %
(4) Electricity Charges	5 %	5%
(4) Incentive to Office Staff, S.W.F. etc.	5 %	5 %

**(Signature of Principal Investigator)**