



UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI – 110 002

No. F.3-18/2012(SAP-II)

October, 2012

To

The Registrar,  
University of Delhi,  
South Campus,  
Benito Juarez Road,  
Dhaura Kuan  
New Delhi-110021

S(634)  
21.11.12

Sub: University Grants Commission Assistance to the Department of Microbiology, University of Delhi, South Campus, Benito Juarez Road, Dhaura Kuan, New Delhi-110021 at the level of DRS-I for 5 years (2012-2017) under the Special Assistance Programme (SAP).

Sir,

1. This has reference to the departmental profile and proposal submitted by the Department of **Microbiology** of your university for consideration to support under Special Assistance Programme (SAP) of the UGC as per revised guidelines of the Programme.
2. The UGC-Special Assistance Programme (SAP) is intended through constant efforts to raise the quality of teaching/research in different disciplines in Humanities, Social Science and Science subjects, Engineering & Technology department carefully selected on the basis of their work, academic achievement and viable potential for further development. The essence and primary aim of the scheme is combination of teaching and research to encourage group research efforts in pursuit of excellence.
3. The proposal of the Department of **Microbiology**, was examined by the Expert Committee on 27.3.2012 After a very careful and critical in-depth examination of the academic achievements of the department, as given in the departmental profile, the Expert Committee recommended the department for consideration by the Commission to support the department at the level of DRS-I.
4. On the basis of the recommendations of the Expert Committee, I am to convey the approval of the Commission to provide financial assistance to the Department of **Microbiology** of your university for a duration of 5 years (2012-2017) under Special Assistance Programme (SAP) with the following thrust areas for research and teaching

Thrust Area Identified

- Industrial Enzymes
- Microbial Pathogenesis

9. It is desired that the departments having SAP and ASSIST or both Programme should immediately introduce the examination reform measure and funding for SAP and ASSIST would be linked with the implementation of the minimum programme of examination reforms in these departments.
10. It may also be ensured that the physical facilities created under the Special Assistance Programme SAP/ASSIST may be opened, to be used by the other faculty members of the departments and other users within the University and from other University /Agency.
11. If Project Fellow has been approved, the appointment of Project Fellow may be made with the consolidated salary of Rs.14,000/- p.m. as per circular no. **F.2-2/2011(SAP-II)** dated **5.1.2012**. The person to be considered for appointment as Project Fellow must have Second Class Master Degree with the minimum 55% marks (50% in case of SC/ST/PH) or M.Phil. in the subject concerned or related subject. The candidate possessing First Class BE/B.Tech. Degree and M.B.B.S. Degree are also eligible to be appointed as Project Fellows in Engineering & Technology and Medical subject respectively. The Candidate to be appointed as Project Fellow should be below the age of 40 years at the time of appointment for claim of

Salary of Project Fellow from the UGC the following documents are to be furnished:-

- (i) Copy of Notification/Advertisement of the vacancy
  - (ii) Copy of Minutes/Recommendation of the Selection Committee constituted for appointment of Project Fellow
  - (iii) Copy of University Order to the appointment of the Project Fellow.
  - (iv) Copy of Joining report of Project Fellow
  - (v) Attested copy of P.G. Mark sheet.
  - (vi) Attested copy of Cast/Disability Certificate in case the candidate belongs to reserved category and obtained below 55% marks
  - (vii) Attested copy of Matriculation Certificate for age proof.
  - (viii) Month-wise salary expenditure statement in respect of each Project Fellow.
12. The University/ Institute may follow the norms for appointment of Programme Co-ordinator and Deputy Co-ordinator (no Joint Co-ordinator or Co-ordinator ) and also constitute an Advisory Committee as per the guidelines of the Commission which can be downloaded from UGC website [www.ugc.ac.in](http://www.ugc.ac.in) and follow the terms of reference of the Advisory Committee to ensure effective implementation and monitoring of the Programme. The constitution of the Advisory Committee is compulsory for all departments which are being supported under SAP. The UGC nominees in the Committee will be as indicated below. The department may contact the UGC nominees for their acceptance and intimate the Commission.

1. **Dr. V. Balaji, Prof. & Head, Dept. of Microbiology, Christian Medical College, Vellore-632002 (T.N).**

2. **Dr. Shankar Alavandi, Senior Scientists, Microbiology, Central Institute Brackishwater Aquaculture (CIBA), R.A.Puram, Chennai-600028 (T.N).**

The active participation of the UGC nominees in each meeting of the Advisory Committee is essential. The composition and terms & reference of the Advisory Committee will be as given in the UGC Guidelines.



13. For optimizing the effective and usefulness of the programme the Commission will send an expert committee or organise group monitoring / review after two years of support given to the department for mid-term evaluation of the progress of work done by the department. The department will send accordingly a consolidated progress report in the prescribed form.
14. The University/Institute/Department is requested to take immediate steps to submit the following information/documents for necessary action:
  - i) Acceptance of the terms and conditions of the grants duly signed by the Registrar of the University/Institute.
  - ii) Name of the competent University Officer with full address in favour of the Demand Draft is to be sent by the UGC.
  - iii) Bank and Account number with address.
  - iv) Name of the Department Co-ordinator and Dy. Co-ordinator indicating (i) present designation (ii) specialised areas(s) of research and (iii) date of superannuation.
  - v) List of members of the Advisory Committee constituted by the university/ institute as per guidelines.
  - vi) Year-wise academic programme and action proposed to be undertaken by the department during the period of **5 years** to implement the programme.
  - vii) An undertaking from the University/institute to take over the recurring liabilities of the items including staff approved under the programme other than Project Fellow i.e. JRFs/RAs after a period of **5 years** of the programme.
  - viii) Action taken on the academic recommendations made by the Expert/Review Committee may be intimated in due course.
  - ix) The annual report of the work done during the year (as per effective date of the programme) should be submitted by the Programme Co-ordinator highlighting the academic achievements in research and teaching and indicating separately the progress in procuring of equipment/construction of building (only addition, alteration and renovation, if sanctioned under the programme) and the list of papers published in referred journal during the year positively reported by the end of every year.
  - x) The steps taken by the university/ institute to implement the decision of the Commission as indicated at Para-10 and 11.
15. The University/Institute shall take all possible measures to ensure effective implementation of policies of Government of India relating to SC/ST students and teachers in regard to the UGC programme. In case of non-teaching staff, the policies of the Central Government in respect of Central Universities and of the State Government in respect of State Universities shall be implemented

16. The first installment of admissible grant will be released separately. In the meantime, the University may submit the following information requested for at para 14 (i, ii, iii & iv) by return of post.
17. The second and subsequent installment of grant for any approved items will be considered and sanctioned only on receipt of the Utilization Certificate for the earlier installment in the prescribed form signed by the Registrar/Finance Officer as the case may be.
18. It may be noted that if orders for purchase of equipment are not placed within six months from the date of receipt of the grant by the university, the approval shall be considered as having lapsed.

Yours faithfully,

*Sd/*

(Dev Swarup)  
Joint Secretary

**NOTE:- Please see SAP guidelines on UGC website [ugc.ac.in](http://ugc.ac.in).**

Copy forwarded alongwith the copies of Annexure I for information and necessary action to:

**Prof. J.S. Virdi**  
Co-ordinator,  
DRS Programme,  
Department of Microbiology  
University of Delhi,  
South Campus, Benito  
Juarez Road,  
Dhaura Kuan,  
New Delhi- 110021

Copy for information to:

1. The P.S. to Vice Chancellor **University of Delhi, South Campus, Benito Juarez Road, Dhaura Kuan, New Delhi- 110021.**
2. ✓ The Head Department of **Microbiology, University of Delhi, South Campus, Benito Juarez Road, Dhaura Kuan, New Delhi- 110021.**
3. The Secretary to the State Government of **New Delhi, Department of Education, Delhi.**
4. Guard File.

*Bao*

(Uma Bali)  
Under Secretary

UNIVERSITY GRANTS COMMISSION

FINANCIAL ASSISTANCE APPROVED FOR IMPLEMENTATION OF THE SPECIAL ASSISTANCE PROGRAMME IN THE Department of Microbiology, University of Delhi, South Campus, Benito Juarez Road, Dhaula Kuan, New Delhi- 110021 AT THE LEVEL OF DRS-I FOR DURATION OF FIVE YEARS FROM (1.4.2012 TO 31.3.2017)

S. No.	Items	Allocation Approved (for Five years)
<b><u>Non Recurring</u></b>		
1.	Equipment	30.00
2.	Building (upgradation/augmentation extension of existing laboratory for housing and Installation of new equipment)	02.25
	<b>Total</b>	<b>32.25</b>
<b><u>Recurring</u></b>		
1.	Contingency /working expenses @ Rs.90,000/-p.a.	04.50
2.	Chemicals/Consumables/Glasswares @ Rs.4,00,000/- p.a.	20.00
3.	Seminar (for organization) on thrust Area @ Rs.1,00,000/- p.a. <b>(2 Seminar only)</b>	02.00
4.	Hiring the services of Technical/Industrial/ Secretarial assistance as relevant to the Programme (for programme duration only) @Rs.1,0,000/-p.a.	05.00
5.	Advisory Committee meeting (TA/DA for UGC Nominees in the committee@ Rs.60,000/- p.a.	03.00
	<b>Total</b>	<b>34.50</b>

Total (NR + R) Rs.32.25 + Rs.34.50 = Rs.66.75

  
(Uma Bali)  
Under Secretary