



Science and Engineering Research Board
(a statutory body of the Department of Science & Technology, Government of India)

5 & 5A, LGF,
Vasant Square Mall
Sector-B, Pocket-5, Vasant Kunj,
New Delhi – 110 070

Statement of Expenditure & Utilization Certificate

(Financial Assistance to Seminar / Symposia)

SERB Sanction No: SB/SS/____/____

Date:

1. Name of Academic Institution / University / Society etc. under whose auspices the Seminar / Conference / Workshop / Symposium etc. was organized:

2. Title of the Seminar / Conference / Workshop / Symposium etc.:

3. Duration / Period of the organized event:

From			To		
Date	Month	Year	Date	Month	Year
		20__			20__

4. Grant Sanctioned / Released:

₹ _____ (Rupees _____)

5. Out of Total expenditure of ₹ _____ (Rupees _____) SERB Grant of ₹ _____ (Rupees _____) has been utilized as per the details given below:

S. No	Budget Head	Amount (₹)
I.		
II.		
III.		
	Total (₹)	

6. Brief details of total income and expenditure:

Income (in ₹)		Expenditure (in ₹)	
1. By Registration		1. Domestic Travel for Young and Senior Scientists (Indian Only)	
2. By Donations		2. Pre-Conference Printing (Announcements, abstracts etc.)	
3. By advertisements		3. Contingencies (Stationary items, Working Tea / Lunch, Audio-Visuals etc.)	
4. By Grant from SERB		4. Printing of Proceedings	
5. By Other Funding Agencies		5. Other etc. (please specify)	
i.			
ii.			
iii.			
....			
Total (in ₹) (Rupees _____)		Total (in ₹) (Rupees _____)	

(Signature of Convener / Organising Secretary)

FORM G.F.R. 19 A

UTILIZATION CERTIFICATE

(IN DUPLICATE)

Date:**SERB Sanction No:** SB/SS/____/____

Certified that out of ₹ _____ of grants-in-aid sanctioned during the year _____ in favour of _____ vide SERB order No _____ dated _____ has been utilized for the purpose of _____ for which it was sanctioned and that the balance of ₹ _____ remaining unutilized at the end of the event has been surrendered to SERB (Vide Cheque / DD No _____ dated _____).

2. Also Certified that I have satisfied that the conditions on which the grants-in-aid was sanctioned have been fulfilled/are being fulfilled, and to see that the money was actually utilized for the purpose for which it was sanctioned.

***(In case of University /
Academic Institution)***

Signature of Convener /
Organising Secretary

(Head of the Institution i.e.
Registrar / Director /
Principal)

Signature of Accounts /
Finance Officer/
(with Seal)

***(In case of Societies /
Association)***

Signature of Convener /
Organising Secretary

(President/Secretary)

Signature of the Chartered
Accountants
(with Seal)