

## ALL INDIA INSTITUTE OF MEDICAL SCIENCES

No.F. 20-24/2010-Estt-I

Ansari Nagar, New Delhi-29.  
Dated the :

### MEMORANDUM

**Subject:** Grant of Institute's support to meet the travel costs in respect of faculty members and non-faculty staff for participation in the International Scientific Congress/Conference etc. abroad for the 1<sup>st</sup> Part of the Financial Year 2010-2011 i.e. from 01.04.2010 to 31.07.2010.

\*\*\*\*\*

Applications are invited from the faculty members and other non-academic staff of the Institute for the award of financial support for participation in the International Scientific Conferences abroad during the 1<sup>st</sup> Part of the Financial Year 2010-2011 i.e. from 01.04.2010 to 31.07.2010.

All the Professors and Head of the Departments are, therefore, requested to kindly submit proposals for grant of financial support in the prescribed proforma in respect of the faculty members and other non-academic staff of their respective departments if the stipulated conditions are satisfied so as to reach the undersigned as early as possible but not later than **26<sup>th</sup> February, 2010**.

A copy of the prescribed proforma for such support as approved by the Institute may be obtained either from the FACULTY CELL or can be downloaded from the official website i.e. [www.aiims.ac.in](http://www.aiims.ac.in) & [www.aiims.edu](http://www.aiims.edu).

Applications proposals received after the stipulated date are not to be entertained under any circumstances.

All Faculty Members & Non-Faculty Staff are requested to kindly mention his/her option either for full or token grant at the time of applying for grant. Both options from one applicant will be disqualification and such applications would not be considered for any type of grant.

**( LALIT KUMAR )**  
**ADMN. OFFICER (Faculty)**

#### **Distributions:-**

1. All Chief of Centre/Head of the Departments/Units
2. The PS to Director
3. The PS to Dean
4. The PS to Deputy Director (Admn.)
5. The PA to Senior Financial Advisor
6. The PA to Financial Advisor
7. The PS to Chief Admn. Officer