

**GB Pant National Institute of Himalayan Environment and Sustainable Development**  
(An Autonomous Institute of Ministry of Environment, Forest and Climate Change, Government of India)  
Kosi-Katarmal, Almora-263643, Uttarakhand, India

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**Guidelines to Support Scientists/researchers for attending International Event**

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**Rationale:**

G.B. Pant National Institute of Himalayan Environment and Sustainable Development (GBPNIHESD) plans to extend partial financial assistance to its scientists and research staff working in the Institute under various schemes/programmes to represent international scientific events (conference/seminar/symposium/workshop/training programmes/short-term courses, etc.) held abroad. The scheme is to encourage Institute scientists and research staff for important knowledge sharing and exposure so as to promote quality science in the Institute. Getting full funding support is a major hurdle for ensuring participation in most of the international events as DST/CSIR/INSA and other funding agencies provide partial travel support only. Therefore, the Institute plans to implement the scheme to extend part support to the Institute staff and researchers for attending international conferences and trainings, etc.

**Nature and extent of support:**

The nature of support comprises economy class international air-fare (shortest route), airport-tax, visa fee, registration fee, and/or maintenance cost may be covered under this support.

Maximum 50% of international travel/local travel, lodging and boarding abroad/registration fee, etc. to the extent of Rs 30,000/- whichever is less.

**Eligibility:**

- (a) Applicant should be a permanent faculty of the Institute with at least three years of permanent service in the Institute. Besides, an active researcher engaged in R&D work in the Institute having at least two years of regular research work in the Institute are also eligible to apply for international travel support.
- (b) The support will be extended to scientific event of international character, however it will not cover the invitation of personal nature, such as for carrying out post-doctoral work, informal training programmes, etc.
- (c) The applicant must have a formal invitation from the organizer of the event for presenting a paper, and/or attending conference/seminar/symposium/workshop/training programmes/short term courses, summer/winter schools, etc.
- (d) The application should be forwarded through proper channel and must reach at least two months prior to the date of the event.
- (e) The support will be extended only once in three year duration.
- (f) Since the nature of support is partial, all applicants are encouraged to apply to other funding agencies as well for the financial support.
- (g) The foreign travel to be made as per the rules/directions of the Govt. of India.

## **Mode of applying for the support:**

To avail support for attending International event the applicant (Scientists/researchers) must submit an application in desired format along with relevant documents as narrated below:

- (a) Provide duly filled application form
- (b) Provide a copy of the Bio-data of the applicant
- (c) Attach a copy of the invitation (acceptance) letter from Organizer of scientific event
- (d) Attach a copy of the abstract of the paper (along with title and names of all the authors) to be presented by the applicant at the event.
- (e) Submit details of the event (topic, dates, venue, technical programmes, web address, etc)
- (f) Provide total cost of return airfare (economy class and shortest route) as certified by the Air-India.
- (g) Attach the copy of the letter(s) in support of meeting/demanding additional funds, if required, from other national or international agencies.

The application, complete in all respects together with enclosures, must reach to the following address at least two months prior to the commencement of the event. If the application is not received in time, it will not be considered.

### **Application may be addressed to:-**

The Administrative Officer  
G.B. Pant National Institute of Himalayan Environment and Sustainable Development  
Kosi-Katarmal, Almora-263643, Uttarakhand, India  
E-mail: ao@gbpihed.nic.in

Envelope must be superscribed: **“APPLICATION TO SUPPORT SCIENTISTS/ RESEARCHERS FOR ATTENDING INTERNATIONAL EVENT”**

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*The selection of candidature would be made by the Competent Authority or his/her designated nominee/committee. The decision of the Director would be final. The Institute reserves the rights to decline any application based on the need of applicant in the Institute at the time of scientific event, the availability of financial resources with the Institute as well as in any other situation as arises on case to case basis.*

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