



## **NOTE SHEET**

Enclosed please find the Approved Resolution of the Selection Committee meeting held on \_\_\_\_\_ at \_\_\_\_\_ for recruitment of \_\_\_\_\_

(Date)

(Time)

(Post)

under the \_\_\_\_\_ project entitled \_\_\_\_\_

(Funding agency)

(Title of the project)

Of Principal Investigator, Prof. \_\_\_\_\_ of \_\_\_\_\_

(name of the faculty / P.I.)

(name of the dept./school/centre)

The copy of the Advertisement, Formation of Selection Committee, Attendance of candidate(s) along with application & bio-data of the selected candidate(s) are also enclosed.

University Project Code: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(DRC) / (Agency-Type) / (Dept.) / (PI) / (Sl. No.) / (Fin.Yr.)

(Ref.: Project Sanction Letter No. \_\_\_\_\_, dated \_\_\_\_\_)

Name of the Selected Candidate:

Sanctioned Head of Account:

(From which the monthly emoluments will be paid)

### **PERIOD OF ASSIGNMENT:**

For the Period: \_\_\_\_\_ with effect from \_\_\_\_\_ the date of joining of the candidate (*the date of joining should not be before the date of appointment letter*).

The proposed HRA & MA are:

As per the above sanctioned order,

Not as per the above sanctioned order, however, the same will be claimed to the funding agency in future.

### **EMOLUMENTS:**

Fellowship/Remuneration	:	Rs. _____	per month
HRA @ .....	:	Rs. _____	per month
MA	:	Rs. _____	per month
Total	:	Rs. _____	per month

You are requested to do the needful.

(Signature of P.I. with seal)

Date:

**The Dean (R&C)**  
**IIST**