



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR
प्रायोजित अनुसंधान एवं औद्योगिक परामर्श
Sponsored Research and Industrial Consultancy (SRIC)

F.28- 31/2026-27/R&R(SRIC)

दिनांक/Dated: 28th Aug 2026

कार्यालय आदेश सं. Office Order No. IITBBS/SRIC/2026-27/83

Subject : Eligibility Criteria to avail project leave and utilization of tour budget from the sponsored projects by faculty members.

The undersigned is directed to convey that the Competent Authority has approved the modified recommendations of the 9th Meeting of the SRIC Advisory Board held on 24/07/2026 regarding the eligibility criteria and procedures for faculty members availing project leave and utilizing the tour budget from Sponsored Projects, as follows: -

1. The proposed project leave shall be approved based on a request submitted by the PI through EIMS, along with supporting documents. A self-declaration may be obtained through EIMS as follows.
 - 1.1 The proposed travel or activity is directly related to the approved objectives, scope, milestones, or deliverables of the project.
 - 1.2 The activity contributes to the execution, implementation, dissemination, or completion of the project in accordance with the approved project proposal.
 - 1.3 The travel expenditure is permissible as per the terms and conditions of the funding agency.
2. Reimbursement of travel and related expenses shall be processed in accordance with the terms and conditions of the respective funding agency or, in their absence, the applicable TA/DA rules of the Government of India.

This order shall come into force with immediate effect.

सह कुलसचिव (श्रीक)
Assistant Registrar (SRIC)

Copy to:

1. All Faculties
2. DEAN (SRIC)
3. SAB Members
4. PS to Director for kind information of the Director
5. PS to Registrar for kind information of the Registrar
6. Office File