I-STEM®
Linking Researchers and Resources

Centre for Nano Science and Engineering
Indian Institute of Science, Bangalore 560 012 Karnataka, India.

Ref: I-STEM/catalytic-grant/skill-personnel_04/2022-23 *Date: 25/10/2022*

To,
Dr. T Krishna Sai
Principal Scientific Officer and Head
Central Research Instrumentation Facility, NIT Warangal

Sub: Partial Support to conduct I-STEM Skill Development Training on Sophisticated Instruments

Dear Sir,
I-STEM team is pleased to inform that the ccommittee has recommended your proposal seeking support through a catalytic grant, under the initiative of skill development training program as one of the objective of sanctioned project, I-STEM Phase-II (OPSA-0021). This program is aimed at creating a pool of skilled personnel and make them available for the R&D labs across the country through I-STEM portal. This is achieved through a training program conducted in the labs established at your organization, using the catalytic grant (provided through "reverse funding"), i.e., via reimbursement of expenses actually incurred, upon submission of valid documents as needed by the Account and Finance @IISc Bangalore. To conduct this skill development training program, I-STEM will provide one time monetary support of up to Rs. **3,15,000/- (Three Lakh and Fifteen Thousand only)** plus GST if applicable, as requested or actual, whichever is less, for Training Cost, Consumables, TA/Hospitality, Study Materials, Contingency, Honorarium and Miscellaneous expenditure made during the training course. The following conditions must be adhered to in order to get support through a catalytic funding:

1. A declaration from the Registrar (on Institution letterhead) of the host institute that all the R&D equipment are listed at the I-STEM portal with required details, such as, usage rate, suppliers/service provider and Annual Maintenance Contract (AMC) Records/Health of all the equipment, and it is mapped with the operators to take care of the internal and external bookings through I-STEM portal may be submitted. In addition, the Faculty members and Research Scholars may be advised to become part of the I-STEM portal and share their research domains and their R&D outcomes (Technology Products, Patents, Publications for last five years) to make them a part of the expert bank as well as digital catalogue respectively, as needed to support researchers across the country. The Institute shall place a hyperlink to the I-STEM web address (www.istem.gov.in) and its logo at home page and in all departmental/labs websites associated with it (if any) of the institution. The head of institution will submit a Quotation for technical services/training in favor of I-STEM, CeNSE, IISc Bangalore for commitment of budget and raise a Purchase Order for the same.
2. The head of Institution is advised to share the vacancies at I-STEM (Employment opportunities) and Seminar/Symposium/webinars/conferences at I-STEM (Event section) which are planned/being organised (Event section at I-STEM) among members (approx. 16K) listed at the portal for better participation. The researchers of the host institutions may submit project proposal for partial funding from I-STEM. https://www.istem.gov.in/rd-infrastructure-map/funding-opportunities-researchers
3. The equipment required for the said training and available at your institution must be listed at the I-STEM portal. Booking for training slots by the organiser must be done through the I-STEM booking calendar for the record and for auto billing/receipt for the training.
4. The consumables required for this training (if any) may be procured from any of the suppliers listed on the I-STEM portal (Suppliers Map) by raising purchase order through the portal. If your preferable suppliers are not listed, then they may be requested to register their company and products on the I-STEM portal for public awareness. In addition, the suppliers and service providers serving to the Host Institution, must be requested to register at I-STEM (Suppliers & Service Provider Map) to help R&D community and support Suppliers and Service providers/Trainers of the country. A list of such service providers and Suppliers may be provided to the I-STEM office.
5. The Skill Development Program must be advertised on the I-STEM portal in the Kaushal Bharat Section and applications (from candidates) may be collected for the same. Applicants must be Polytechnic/Diploma/ITI/BSc/BTech/MSc degree holders from the Indian Universities/Colleges. They must also be from the nearby region i.e. < 50 km from the host institution. Outstation candidates may be avoided or may be treated as self supported applicants, if invited. Students, currently registered for any degree should NOT be selected for the training program or may be treated as self supported applicants, if invited.
6. The purchase of the equipment/or its accessories/software in any form is not permitted with the catalytic grant.
7. Travel cost up to 3rd AC Class Rail (including Tatkal) Fare or actual, whichever is less, may be reimbursed for trainers/service providers (if any). No boarding/lodging/TA should be paid to the participants for attending the training program.
8. Training coordinators are requested to conduct the test after the training program and certify the trainees with suitable grades.
9. Invoices (for reimbursement) must be submitted within 30 (thirty) days from the date of services/ invoice(s) generated, along with a technical report to I-STEM. Video recordings of all the training sessions (theoretical and practical) must be provided to I-STEM, after the completion of program for making it a part of the I-STEM YouTube channel.
10. Based on experience of such supported training, the Institution shall conduct more skill development training programs on various sophisticated scientific equipment of affiliated labs in a self-sustainable mode (by charging training fee to applicants) to create a pool of skilled personnel (at least 100-150 nos. in a year) for Operation and Maintenance (O&M), generate fund for smooth O&M/ technical services as well as to keep better health of the instruments to extend the life of the R&D tools.
11. Institute may explore the opportunity to establish a (i) "Tools Learning Centre (TLC)" with the written off equipment and (ii) digital library of accessorizes/spare parts at I-STEM portal and conduct training to generate an indigenous cadre for maintaining complex apparatus/equipment, reducing maintenance costs as well as ensuring prompt servicing so that tools downtime is kept to a minimum.

(Dr. Sanjeev Kumar Srivastava)
National Coordinator, I-STEM

CC to:
- The Registrar, National Institute of Technology Warangal
- Dean R&C, National Institute of Technology Warangal