

Proforma to be submitted to PME Cell by author(s) for Forwarding abstract/full paper for presentation to the National/ International seminar/symposia/conference, etc.

Date:

To

Head of the Division Regional Station/In-charge, PME Cell,
ICAR- National Institute of Secondary Agriculture, Namkum, Ranchi.

Subject: Submission of abstract / full paper for presentation to the National / international seminar/Symposia/conference etc.

Sir,

I/we are/am enclosing herewith an abstract/~~full paper~~ entitled “.....” authored by with a request that permission may kindly be granted for submission of the same in the ‘.....’ National/ international seminar/ symposia/ conference/ others (to specify).

S. No.	Item	Particulars
1	Date/Location/Venue of the symposium/seminar/conference etc. to be organized.	
2	Deadline/last date of submission of abstract/full paper to the organizers.	
3	Name of the society/organization	
4	Cost of the travel/boarding& lodging/fee including registration fee borne by ICAR/Institute/ organizer/sponsor/self .	
5	Whether care has been taken that the publication will not leave to premature disclosure in case filing of patent is envisaged.	Yes/No
6	Whether the issue of plagiarism has been taken care of	Yes/No
7	Whether all minimum requirements including format, introduction, body, conclusion, works cited page, conventions (grammar and spelling) etc. for submission of manuscript have been taken care of	Yes/No

I, **Dr.**, Certify that: i) The data/results/schemes/ideas given in the abstract/~~paper~~ is based entirely on the work of my/our research work and need not necessarily represent the views of the Institute/ICAR; and ii) Due credit of authorship has been given to each contributor of the abstract/paper.

Signature with name and designation of Corresponding Author

Signature of available Co-authors, if any

Recommended and forwarded by the HoD/ In- charge

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Approval of the Head of the Institute
(Director/JD/PC/PD)

Signature of the Head of the Institute

PME Cell Reference No.