

**GROUP PERSONAL ACCIDENT SCHEDULE**

<b>Corporate Office/Policy Issuing Office:</b> Reliance General Insurance Company Limited 6th Floor, Oberoi Commerz, International Business Park, Oberoi Garden City, Off Western Express Highway, Goregaon (East), Mumbai - 400 063.		<b>Policy Servicing Branch:</b> No.28, 5th Floor, Southern Portion East Wing, Centenary Building, M.G. Road,KARNATAKA	
Policy Branch Office Code: 1415		<b>Agent/Broker Code:14A01281</b>	
Policy No: 141532429140000015			
Date of proposal:28/02/2024 ProposalNo:P022424100547		Details of previous policy (in case of renewal) Previous policy No:140132329140000006 Date of expiry: 23/02/2024	
TaxInvoice No & Date :P022424100547 & 28/02/2024			
<b>INSURED NAME : M/S INDIAN ACADEMY EDUCATION TRUST</b>			
GSTIN /UN of the insured			
<b>Policy Holder Address / Place Of Supply :</b> 980/DEF HENNUR CROSS HENNUR MAIN ROAD KALYAN NAGAR BANGALORE KARNATAKA BANGALORE 560043			
Period of Insurance: From 24/02/2024 to mid night on 23/02/2025			
Total No of Employees Covered		271	
Total No of Lives Covered		271	
Type of Policy		Named	
Total Sum Insured(Rs)		27100000.00	
Description of Group		Employees	
Nature of Business			
Coverage Details and List of members covered as per Schedule attached.			

Premium (Rs)	18398.30
CGST (@9.00%)	1655.85
SGST (@9.00 %)	1655.85
<b>TOTAL PREMIUM PAYABLE(Rs)</b>	<b>21710.00</b>
Branch GSTIN :29AABCR6747B1ZC;HSN Code :997133;Description Of Services :Accident and Health Insurance Service;	
Consolidated Stamp duty Paid vide Letter of Authorisation "NO ENF-1/LOA/ENF-1/CSD/52/2024/(Validity Period Dt.01/02/2024 to Dt.01/12/2024)/1163 Date 31-01-2024" at General Stamp Office, Mumbai. ** Not Applicable for the State of Jammu & Kashmir.	

<b>Notice of communication to be given in respect of claim to :</b>	
Name:	
Address:	
City:	
Website Address:	
Customer care No	
Email id:	
<p><b>In the event of dishonor of Cheque, this policy automatically stands cancelled from inception irrespective of whether a separate communication is sent or not.</b></p> <p><b>The policy wording with detailed terms, conditions and exclusions are available on our website <a href="http://www.reliancegeneral.co.in">www.reliancegeneral.co.in</a></b></p> <p><b>Policy wordings link :<a href="https://www.reliancegeneral.co.in/Insurance/About-Us/Downloads.aspx">https://www.reliancegeneral.co.in/Insurance/About-Us/Downloads.aspx</a></b></p> <p>In witness whereof this policy has been signed at Mumbai on 28/02/2024</p> <p>In case of a renewal, the benefits provided under the policy and/or terms and conditions of the policy including premium rate may be subject to change.</p> <p><b>Grievance Clause:</b> For resolution of any query or grievance, Insured may contact the respective branch office of the Company or may call at 02248903009 or may write an email at rgicl.services@relianceada.com. In case the insured is not satisfied with the response of the office, insured may contact the Nodal Grievance Officer of the Company at rgicl.grievances@relianceada.com. In the event of unsatisfactory response from the Nodal Grievance Officer, insured may email to Head Grievance Officer at rgicl.headgrievances@relianceada.com. In the event of unsatisfactory response from the Head Grievance Officer, he/she may, subject to vested jurisdiction, approach the Insurance Ombudsman for the redressal of grievance. Details of the offices of the Insurance Ombudsman are available at IRDAI website www.irda.gov.in or on company website www.reliancegeneral.co.in or on www.gbic.co.in. The insured may also contact the following office of the Insurance Ombudsman within whose territorial jurisdiction the branch or office of the Company is located. Office of the Insurance Ombudsman, Jeevan Soudha Building, PID No. 57-27-N-19 Ground Floor, 19/19, 24th Main Road, JP Nagar, 1st Phase, Bengaluru – 560 078. Tel.: 080 - 26652048 / 26652049 Email: bimalokpal.bengaluru@cioins.co.in</p>	
<p>For and on behalf of</p> <p>Reliance General Insurance Company Limited.</p>	
<b>Agent Code</b>	14A01281
<b>Agent Contact No</b>	
<b>User ID: 50022754</b>	<b>Policy Generation Date :28/02/2024</b>
 Authorised Signatory	

Schedule attached to and forming part of Policy No.14153242914000015			
Cover Name	Sum insured	Co-pay	Special Conditions
Table D-Death +Permanent Total Disability +Permanent Partial Disability + Temporary Total Disablement			Table D covers, Death+Permanent Total Disablement+Permanent Partial Disablement+Temporary Total Disablement due to accidental external means
Carriage of Dead Body			Carriages of Dead body :- The policy reimburse up to 2% of Capital Sum Insured or Rs. 2,500/- Whichever is less to the family.

- General Conditions: 1) TTD benefit will be 1% of the SI OR 24 times monthly salary of employee OR Rs: 5,000/- whichever is lower on weekly basis for maximum of 100 weeks  
 2) Subject to condition that Table D sum insured does not exceed 24 times monthly salary of any person  
 3) Policy will be on named basis  
 4) Individual sum insured can not be more than 100 times of the monthly salary or sum insured specified which ever is less.  
 5) This quote is subject to condition that no employee is involved in any hazardous activity or manual labour  
 6) Insured to submit salary certificate of month prior to date of accident at the time of claim  
 7) Mid term Sum insured changes not allowed. Addition-deletion will be done on pro-rata premium basis for employees once in a month only, subject to all relevant details being forwarded to insurer before 7th day of succeeding month.  
 8) Minimum age of beneficiary 18 years and maximum 70 years  
 9) Terrorism is covered, however, terrorism activity arising out of Nuclear, Biological and/or Chemical means is excluded from the scope of this policy  
 10) AOA Limit 90 Lakhs  
 11) Maximum any one life limit 1,00,000

**Special Conditions:**

Below mentioned activity shall be outside the scope of the policy:-

Professional sports team in respect of specific benefit for inability to perform

Participation in any kind of motor speed contest

While engaged in aviation, or whilst mounting or dismounting from or traveling in any aircraft. ( Not applicable for fare Paying Passengers)

Underground mining & contractor specializing in tunnelling and Offshore activities

Naval, military or air force personnel

Radioactivity, Nuclear risks, ionizing radiation

Animal bite/Insect bite is not covered.

Perils of the sea are excluded from the scope of the policy.

Persons working in mines, explosives, Electrical installations on high tension lines, Racing, Circus People, skiing, mountaineering, big game hunting, ballooning, hang gliding, river rafting, winter sports, skiing, ice hockey ,polo, offshore employees & such other persons engaged in occupation of similar hazard are not covered under this policy.

**Exclusions:-**

Suicide, attempt to Suicide or intentionally self- inflicted injury, sexually transmitted conditions, mental disorder, anxiety, stress or depression.

Being under influence of drugs, alcohol, or other intoxication or hallucinogens

Participation in actual or attempted felony, riot, civil commotion, crime misdemeanour

Committing any breach of law of land with criminal intent.

Death or disablement resulting from Pregnancy or childbirth

Risk Category III people are out of the scope of the policy

Offshore workers are Specifically excluded

Workers involved in High Tension LIVE Wires are specifically excluded

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
1	IAGI/001	MRS. GEETHA RAVI	NA	FACULTY	57 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
2	IAGI/001A	DR. SOMASEKHAR T	NA	DEAN & PROFESSOR	66 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
3	IAGI/001B	MRS. BHARATHI S THUMMALA	NA	CHIEF ADMINISTRATOR	58 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
4	IAGI/002	MRS. NALINI S	NA	ADMIN STAFF	47 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
5	IAGI/009	DR. MAHENDRA KUMAR	NA	FACULTY	47 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
6	IAGI/011	MS. LAKSHMI KANTAMMA PK	NA	FACULTY	54 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
7	IAGI/013	MR. MAHALINGAIAH V	NA	FACULTY	48 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
8	IAGI/016	MR. SATISH KUMAR M	NA	FACULTY	50 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
9	IAGI/017	MRS. SANGEETHA ANNIE GEORGE	NA	FACULTY	45 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
10	IAGI/018	MR. LAKSHMI PRASAD N	NA	OFFICE ATTENDER	42 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
11	IAGI/019	MS. SUGANTHI S	NA	ADMIN STAFF	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
12	IAGI/021	MR. SADASHIVA C	NA	DRIVER	58 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
13	IAGI/024	MR. REGIS BRITTO AROKIARAJA	NA	FACULTY	45 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
14	IAGI/028	MS. BANU S	NA	ADMIN STAFF	57 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
15	IAGI/029	MS. SARALA K	NA	OFFICE ATTENDER	54 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
16	IAGI/038	MS. SHUBHA BHADRAN	NA	FACULTY	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
17	IAGI/040	MS. SUGANTI RAJGOPAL	NA	FACULTY	55 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

Reliance General Insurance Company Limited. IRDAI Registration No. 103

An ISO 9001:2015 Certified Company

Registered Office &amp; Corporate Office/Policy Issuing Office: Reliance General Insurance Company Limited 6th Floor, Oberoi Commerz, International Business Park, Oberoi Garden City, Off Western Express Highway, Goregaon (East), Mumbai - 400 063.

Corporate Identity No: U66603MH2000PLC128300. PERSONAL ACCIDENT - GROUP. UIN : RELPAGR01001V010001

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RGI/MCOM/CO/2914/PS/Ver.1.0/151020

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
18	IAGI/041	DR. VANITHA G RAMESH	NA	FACULTY	46 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
19	IAGI/043	MS. DIVYA C J	NA	FACULTY	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
20	IAGI/048	MS. ANURADHA P	NA	FACULTY	51 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
21	IAGI/060	MS. HEMA S A	NA	ADMIN STAFF	48 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
22	IAGI/063	MS. VARALAKSHMI	NA	OFFICE ATTENDER	45 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
23	IAGI/064	DR. RAGHUPATHI K	NA	FACULTY	47 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
24	IAGI/066	MR. RAVI SHANKAR J	NA	FACULTY	43 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
25	IAGI/069	MS. PUSHPA K	NA	FACULTY	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
26	IAGI/073	MS. RAJESWARI J	NA	PRINCIPAL	57 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
27	IAGI/074	MS. BHARATHI S	NA	OFFICE ATTENDER	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
28	IAGI/076	MS. ANANDHI	NA	OFFICE ATTENDER	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
29	IAGI/080	MS. SHOBHA S	NA	FACULTY	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
30	IAGI/082	MS. ELIZABETH LEENA P D	NA	PRINCIPAL	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
31	IAGI/083	MS. MARY VIOLET	NA	ADMIN STAFF	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
32	IAGI/092	MS. LATHA V	NA	FACULTY	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
33	IAGI/096	MS. CHANDRAKALAM	NA	OFFICE ATTENDER	48 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
34	IAGI/1003	MR. MANAB GOHOSH	NA	HOSTEL STAFF	28 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

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SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
35	IAGI/1004	MR. SWAPAN DAS	NA	HOSTEL STAFF	31 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
36	IAGI/1006	MS. KANTHAMMA	NA	HOSTEL STAFF	64 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
37	IAGI/1009	MRS. K ARUNA	NA	FACULTY	39 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
38	IAGI/1010	MRS. P K BABEENA	NA	FACULTY	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
39	IAGI/1011	MR. BHARAT ROKKA	NA	HOSTEL STAFF	27 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
40	IAGI/1012	DR. T KALAIYARASU	NA	FACULTY	36 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
41	IAGI/1013	DR. VIVEK THIRUMALAI MURUGAN	NA	FACULTY	31 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
42	IAGI/1015	MS. BRINDA M	NA	FACULTY	27 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
43	IAGI/1017	MRS. BOMMI R	NA	ADMIN STAFF	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
44	IAGI/1019	MR. GUDA RAGHU	NA	FACULTY	31 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
45	IAGI/102	MS. MUN MUN MUKHERJEE	NA	FACULTY	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
46	IAGI/1020	MRS. ANJALINA SWETHA	NA	ADMIN STAFF	33 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
47	IAGI/1023	MR. MALLIKARJUN BEVINAKATTI	NA	DRIVER	46 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
48	IAGI/1024	MRS. PRIJA K NAIR	NA	FACULTY	46 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
49	IAGI/1025	MS. SAHANA Y	NA	ADMIN STAFF	22 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
50	IAGI/1026	MR. ANURAGH GOWTHAM K	NA	FACULTY	33 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
51	IAGI/1027	MS. SHEETHAL SARAH V	NA	FACULTY	26 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
52	IAGI/1030	MS. SHRAVYA BHANDARY	NA	ADMIN STAFF	24 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
53	IAGI/1031	DR. VENKATESH N S	NA	FACULTY	50 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
54	IAGI/1032	MRS. ANUJA VARKEY	NA	FACULTY	38 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
55	IAGI/1040	MRS. BEENA SNEHAL UPHALE	NA	FACULTY	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
56	IAGI/1042	MRS. M SUMANA SHENOY	NA	ADMIN STAFF	36 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
57	IAGI/1043	DR. T BHARATHI	NA	FACULTY	46 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
58	IAGI/1044	MS. ROOPA L	NA	ADMIN STAFF	32 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
59	IAGI/1045	MR. KUNAL GAUTAM	NA	ADMIN STAFF	39 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
60	IAGI/1048	MRS. SUBHASHINI N	NA	ADMIN STAFF	38 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
61	IAGI/1049	DR. SAVITHA R	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
62	IAGI/1051	MS. NIRMALA DEVI K	NA	ADMIN STAFF	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
63	IAGI/1052	MS. ROOPA H M	NA	FACULTY	26 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
64	IAGI/1055	MR. LOKESH	NA	ADMIN STAFF	33 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
65	IAGI/1057	MRS. SHITAL KAUSTUBH KULKARNI	NA	FACULTY	36 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
66	IAGI/1058	DR. THILAKA N	NA	PRINCIPAL	55 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
67	IAGI/1059	MRS. S HARIPRIYA	NA	ADMIN STAFF	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
68	IAGI/1060	MRS. JOYCE MARY J P	NA	ADMIN STAFF	38 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
69	IAGI/1061	DR. ABHIRAM J	NA	FACULTY	32 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
70	IAGI/1063	MRS. USHA RANI A	NA	FACULTY	35 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
71	IAGI/1064	MR. NAGENDRA N	NA	FACULTY	35 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
72	IAGI/1065	MR. SATHISHA R	NA	FACULTY	26 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
73	IAGI/1066	MRS. K P ANUPAMA	NA	FACULTY	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
74	IAGI/1068	MR. ASHOK N	NA	FACULTY	36 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
75	IAGI/107	MS. PADMA	NA	OFFICE ATTENDER	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
76	IAGI/1072	MR. SUDHEESH K	NA	FACULTY	38 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
77	IAGI/1074	MS. MAHALAKSHMI D G	NA	ADMIN STAFF	25 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
78	IAGI/1075	MR. ROSHAN HONEST RAJ A	NA	FACULTY	33 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
79	IAGI/1076	MR. ASGAR AHMED SHARIFF	NA	FACULTY	28 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
80	IAGI/1078	MRS. NEELAMMA	NA	ADMIN STAFF	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
81	IAGI/1080	MRS. DIVYA M G	NA	FACULTY	30 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
82	IAGI/1081	MRS. KRUPARANI M C	NA	FACULTY	37 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
83	IAGI/1082	MS. KAVYA G	NA	FACULTY	24 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
84	IAGI/1083	DR. ERUMALLA VENKATA NAGARAJU	NA	FACULTY	40 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
85	IAGI/1085	MR. ANTHONY CRUZ	NA	ADMIN STAFF	28 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
86	IAGI/1087	MRS. PREETHI SUKUMARAN	NA	ADMIN STAFF	51 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
87	IAGI/1088	MS. MEGHASHREE V	NA	FACULTY	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
88	IAGI/1091	MRS. RENUKA	NA	HOSTEL STAFF	33 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
89	IAGI/1092	MRS. SOWMYA G PATKAR	NA	FACULTY	32 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
90	IAGI/1093	MRS. PADMAJA K	NA	ADMIN STAFF	25 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
91	IAGI/1094	MRS. MEENAKSHI UNNIKRISHNAN	NA	FACULTY	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
92	IAGI/1095	DR. CHITRABANU C P	NA	FACULTY	37 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
93	IAGI/1096	MS. QURATH UL AIN	NA	FACULTY	25 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
94	IAGI/1097	MRS. POONAM SHARMA	NA	FACULTY	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
95	IAGI/1099	MR. AUGUSTIN JOSEPH M	NA	FACULTY	30 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
96	IAGI/1100	MS. DIVYA ARADHANAS	NA	FACULTY	25 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
97	IAGI/1101	MRS. SHIYAMALA RANI T	NA	FACULTY	56 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
98	IAGI/1102	MRS. SOUMYA BABU	NA	FACULTY	37 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
99	IAGI/1104	MRS. SHERLINE BENNADITTA DEEPAK	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
100	IAGI/1105	MRS. JANCY JOHN	NA	ADMIN STAFF	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
101	IAGI/1107	MRS. U GEETHA	NA	OFFICE ATTENDER	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
102	IAGI/1110	MS. AGNA P K	NA	FACULTY	23 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
103	IAGI/1111	MS. SUSHMITHA E	NA	ADMIN STAFF	20 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
104	IAGI/1112	MS. ABHIRAMI C K	NA	FACULTY	24 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
105	IAGI/1113	MRS. BHAVIKATTI MANJULA	NA	ADMIN STAFF	24 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
106	IAGI/1114	MR. VIDYUL NARAYANAN P S	NA	FACULTY	24 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
107	IAGI/1115	MR. KISHORE CHANDA	NA	HOSTEL STAFF	20 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
108	IAGI/1116	MR. ABHISHEK PANDURANG GHARE	NA	ADMIN STAFF	23 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
109	IAGI/1117	MR. CALVIN GEORGE MICHAEL L	NA	FACULTY	31 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
110	IAGI/1118	MR. BALA MURUGAN P	NA	OFFICE ATTENDER	25 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
111	IAGI/112	MS. SAILAJA NELAKUDITI	NA	FACULTY	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
112	IAGI/1121	MRS. BUSHRA MAHMOOD	NA	ADMIN STAFF	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
113	IAGI/1122	MR. GIDDLA JAYA PRAKASH	NA	ADMIN STAFF	45 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
114	IAGI/1123	MR. ROOP KUMAR V	NA	OFFICE ATTENDER	37 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
115	IAGI/1124	MR. RAJU S	NA	OFFICE ATTENDER	24 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
116	IAGI/1126	MR. AMITESH KUMAR	NA	ADMIN STAFF	34 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
117	IAGI/1127	MR. SURAJ CHAND	NA	HOSTEL STAFF	22 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
118	IAGI/1128	MR. SREERANJAN MENON T	NA	FACULTY	36 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
119	IAGI/1129	MR. RAJIV ANAND PALLED	NA	FACULTY	35 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
120	IAGI/116	MS. GOWRI SATISH KUMAR	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
121	IAGI/125	MR JAFFER MOHAMMED C	NA	FACULTY	50 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
122	IAGI/134	MS PREMAMMA	NA	OFFICE ATTENDER	52 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
123	IAGI/147	MS JAYAKUMARI	NA	FACULTY	37 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
124	IAGI/153	MR VIJAYAKUMAR	NA	FACULTY	52 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
125	IAGI/156	MS DEEPA LAXMI J	NA	ADMIN STAFF	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
126	IAGI/161	MR ANDAPPA BEVINAKATTE	NA	DRIVER	43 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
127	IAGI/170	MR SUDHAKAR MALLA	NA	FACULTY	45 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
128	IAGI/174	MS RADHA P	NA	FACULTY	39 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
129	IAGI/181	MS SUMATHI P	NA	OFFICE ATTENDER	47 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
130	IAGI/223	DR MONIKA BAJPAI	NA	FACULTY	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
131	IAGI/235	MR BHASKARAN	NA	HOSTEL STAFF	42 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
132	IAGI/249	MS. SMITHA K B	NA	FACULTY	38 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
133	IAGI/260	MR UDDHAV GHANSHAM KHATRI	NA	FACULTY	45 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
134	IAGI/290	MS PRESCILA TOM	NA	OFFICE ATTENDER	55 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
135	IAGI/298	MR. HARISHA N	NA	ADMIN STAFF	39 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
136	IAGI/301	MR CHANDAN RAO S	NA	ADMIN STAFF	37 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
137	IAGI/306	MR ANTHONY KUMAR F	NA	ADMIN STAFF	41 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
138	IAGI/316	MS LAKSHMI K	NA	FACULTY	35 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
139	IAGI/319	MS. MANGALA T	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
140	IAGI/342	MR RAJARAJAN P	NA	FACULTY	48 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
141	IAGI/344	MS GEETHA M	NA	ADMIN STAFF	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
142	IAGI/351	MS USHA RANI M	NA	OFFICE ATTENDER	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
143	IAGI/370	MR MOHAMMED ARSHAD ULLA KHAN	NA	FACULTY	49 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
144	IAGI/380	MR MUTTAPPA S KOPPAD	NA	DRIVER	40 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
145	IAGI/394	MR. GIRISH C U	NA	FACULTY	44 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
146	IAGI/419	MR GOPI S	NA	ADMIN STAFF	47 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
147	IAGI/433	MS HEMAVATHI K V	NA	ADMIN STAFF	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
148	IAGI/434	MR MANJUNATHA K S	NA	ADMIN STAFF	43 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
149	IAGI/435	MS LAKSHMI C	NA	OFFICE ATTENDER	47 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
150	IAGI/439	MS LYNETTE MADTHA PINTO	NA	FACULTY	62 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
151	IAGI/441	DR NATARAJA P	NA	FACULTY	49 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
152	IAGI/443	MS KANCHANA	NA	FACULTY	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
153	IAGI/447	MS BIJI	NA	ADMIN STAFF	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
154	IAGI/458	MR. MANJUNATHA P	NA	OFFICE ATTENDER	49 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
155	IAGI/461	MS. PRIYA F	NA	FACULTY	53 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
156	IAGI/495	MR. JITEN PAUREL	NA	SECURITY	39 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
157	IAGI/503	DR. PUJA ARCHANA SAHU	NA	FACULTY	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
158	IAGI/508	DR. REENA SHYAM	NA	FACULTY	46 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
159	IAGI/511	MS. MEERA W	NA	OFFICE ATTENDER	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
160	IAGI/512	MR. RAJU	NA	SECURITY	63 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
161	IAGI/520	MR. KALYANSUNDARAM K	NA	FACULTY	55 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
162	IAGI/525	MS. MARIA RACHAEL	NA	FACULTY	32 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
163	IAGI/530	MS. MARY MAGADALANE ASHOK SOLOMON	NA	FACULTY	32 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
164	IAGI/531	DR. PADMA PRIYA	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
165	IAGI/534	MS. REVATHI S	NA	FACULTY	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
166	IAGI/540	MS. JAYANTHI D.R	NA	FACULTY	53 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
167	IAGI/544	MS MANGALA S	NA	FACULTY	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
168	IAGI/546	MS. TRIVENI	NA	OFFICE ATTENDER	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
169	IAGI/547	MS. SELVI RANI	NA	OFFICE ATTENDER	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
170	IAGI/561	MS. JAYANTHI V	NA	OFFICE ATTENDER	31 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
171	IAGI/566	MS. VEENA.B	NA	FACULTY	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
172	IAGI/585	MR. PREM KUMAR	NA	ADMIN STAFF	42 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
173	IAGI/603	MS. PAKALAPATI GEORGEENA EDROSE K	NA	FACULTY	47 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
174	IAGI/604	MS. SMITA LUTHER	NA	FACULTY	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
175	IAGI/607	MR. MANU A B	NA	ADMIN STAFF	39 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
176	IAGI/611	MR. KESAVAN R	NA	FACULTY	36 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
177	IAGI/616	MS. JAYANTHI PETER	NA	OFFICE ATTENDER	51 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
178	IAGI/621	MS. LOURDHU JANNET VINOLI X	NA	FACULTY	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
179	IAGI/651	MS. KAVITHA C	NA	OFFICE ATTENDER	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
180	IAGI/675	MS. ADEEBA AHAMED	NA	FACULTY	32 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
181	IAGI/677	MR. AFZAL BASHA	NA	FACULTY	40 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
182	IAGI/678	MS. VENESSA PRIYAM	NA	FACULTY	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
183	IAGI/687	DR. SUNEEL KRISHNA THUMMALA	NA	DIRECTOR	36 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
184	IAGI/694	MS. KUSUMA G N	NA	FACULTY	33 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
185	IAGI/698	MS. S GAYATHRI	NA	OFFICE ATTENDER	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
186	IAGI/711	MR. Y SHIVASHANKARACHAR	NA	FACULTY	37 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
187	IAGI/715	MS. POORNIMA S	NA	OFFICE ATTENDER	47 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
188	IAGI/718	MS. PARVATHAMMA K S	NA	FACULTY	37 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
189	IAGI/719	MS. SHIRLY RAJU M	NA	FACULTY	55 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
190	IAGI/725	MR. AKSHAY A	NA	FACULTY	34 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
191	IAGI/732	MS. SHYBA P	NA	FACULTY	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
192	IAGI/738	DR. MALAIYARASA PANDIAN	NA	FACULTY	46 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
193	IAGI/743	MS. DILSHAD BEGUM	NA	FACULTY	39 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
194	IAGI/752	DR. DIVYA	NA	FACULTY	34 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
195	IAGI/756	MS. MALINI THERESA	NA	OFFICE ATTENDER	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
196	IAGI/777	MS. ANUPAMA S	NA	FACULTY	36 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
197	IAGI/778	MS. UMA LAKSHMI M R	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
198	IAGI/779	MR. MURALI R	NA	DRIVER	37 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
199	IAGI/786	MR. RACHAPPA K AGASIBAGIL	NA	DRIVER	33 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
200	IAGI/812	MS. ARUL NAHOMI S	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
201	IAGI/816	MS. GOWRI M	NA	FACULTY	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
202	IAGI/825	MS. PRAVEENA M	NA	FACULTY	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
203	IAGI/836	MS. SHUSHMITHA M MURTHY	NA	ADMIN STAFF	23 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
204	IAGI/838	MS. PRASANNAKUMARI M	NA	FACULTY	52 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
205	IAGI/839	MS. JYOTI A SALUNKE	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
206	IAGI/840	MS. SUPRITHA K	NA	FACULTY	41 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
207	IAGI/842	MS. VANI S P	NA	FACULTY	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
208	IAGI/843	MS. SHRUTHI R	NA	FACULTY	34 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
209	IAGI/844	MS. CHITRA S	NA	FACULTY	48 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
210	IAGI/846	MS. VANITHA N	NA	ADMIN STAFF	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
211	IAGI/848	MS. MALLELA GRACE LEZEE JOSHUA	NA	FACULTY	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
212	IAGI/849	MS. DEEPA S	NA	FACULTY	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
213	IAGI/850	MS. BHAVANI KUMARI G	NA	FACULTY	34 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
214	IAGI/852	MR. MOHAMMED JAFFER SADIQ	NA	FACULTY	32 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
215	IAGI/854	MS. KAMAKSHI K	NA	OFFICE ATTENDER	47 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
216	IAGI/856	DR. SUMA T K	NA	FACULTY	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
217	IAGI/857	DR. SAHITHYA K	NA	FACULTY	31 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
218	IAGI/859	MS. PREETHI G S	NA	FACULTY	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
219	IAGI/860	MR. VINCENT FRANKLIN	NA	ADMIN STAFF	46 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
220	IAGI/866	DR. JEELAN BASHA	NA	FACULTY	45 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
221	IAGI/867	DR. K SHYAM SUNDER	NA	FACULTY	63 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
222	IAGI/868	MR. MURALIDHARA K	NA	FACULTY	40 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
223	IAGI/869	MS. ASMA BANU	NA	FACULTY	37 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
224	IAGI/874	DR. T SRINIVASA RAO	NA	FACULTY	52 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
225	IAGI/876	MS. SYEDA FIRDOSE	NA	FACULTY	35 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
226	IAGI/881	DR. H. ANANDA VARDHAN	NA	FACULTY	45 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
227	IAGI/882	MS. TANVI BADAMI	NA	DIRECTOR	31 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
228	IAGI/884	MR. MOHAMMED AHMED A	NA	FACULTY	32 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
229	IAGI/886	MS. PARVATHY J	NA	FACULTY	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
230	IAGI/889	MR. PETER A	NA	ADMIN STAFF	58 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
231	IAGI/891	MR. BABUL RANGPI	NA	SECURITY	39 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
232	IAGI/892	MR. SAMBASHIVA	NA	SECURITY	55 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
233	IAGI/893	MR. BASAVARAJ H	NA	SECURITY	39 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
234	IAGI/909	MS. KALAIVANI M	NA	ADMIN STAFF	25 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
235	IAGI/912	MS. CHINTAMANI K	NA	ADMIN STAFF	49 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
236	IAGI/916	MR. K S SURYANARAYANA	NA	FACULTY	49 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
237	IAGI/918	MS. DIVYA PAUDYAL	NA	FACULTY	29 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
238	IAGI/919	MR. SARAVANAN S	NA	FACULTY	48 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
239	IAGI/920	MR. MANI B	NA	ADMIN STAFF	59 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
240	IAGI/922	DR. S ANU KIRUTHIKA	NA	FACULTY	38 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
241	IAGI/924	MR. MALAKAJI SHEKAPPA KUNTOJI	NA	DRIVER	41 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
242	IAGI/929	DR. PARAMESH H	NA	FACULTY	46 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
243	IAGI/930	MS. PARVEEN TAJ	NA	FACULTY	48 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
244	IAGI/936	DR. MOHAMMED RAFIQKHAN K	NA	FACULTY	37 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
245	IAGI/938	MR. IMRAN ALAM	NA	ADMIN STAFF	33 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
246	IAGI/947	MRS. CYNTHIA IRENE KASI	NA	FACULTY	32 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
247	IAGI/948	MS. SAMANTHA GOMES	NA	ADMIN STAFF	38 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
248	IAGI/949	MS. SARITHA M	NA	FACULTY	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
249	IAGI/951	MRS. NANDINI B N	NA	FACULTY	35 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
250	IAGI/954	MR. NAVEEN N	NA	FACULTY	28 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
251	IAGI/955	MR. VIJAYA KUMARA M H	NA	ADMIN STAFF	33 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
252	IAGI/959	MS. N LAKSHMI	NA	FACULTY	37 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
253	IAGI/961	MRS. SONIA R	NA	FACULTY	27 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
254	IAGI/962	MS. APOORVA S	NA	FACULTY	35 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
255	IAGI/963	MRS. MAGDALENE DANIEL	NA	FACULTY	51 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		

**Schedule of Members covered attached to and forming part of Policy No 14153242914000015**

SNo	Emp Code	Name	Nominee	Grade	Age	Gender	Table A	Table B	Table C	Table D	Total Sum Insured	Date of Joining	Location	Remarks
256	IAGI/964	MR. VENKATESH M	NA	ADMIN STAFF	30 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
257	IAGI/969	MRS. S MAHESHWARI	NA	HOSTEL STAFF	50 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
258	IAGI/970	MR. NATARAJA B	NA	ADMIN STAFF	59 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
259	IAGI/972	DR. RAMACHANDRA MURTHY T T S	NA	FACULTY	51 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
260	IAGI/973	MRS. BINITA GUPTA	NA	FACULTY	47 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
261	IAGI/976	MRS. PRASADU RAJYA LAKSHMI	NA	ADMIN STAFF	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
262	IAGI/977	MR. NIXON A LAZARUS	NA	ADMIN STAFF	39 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
263	IAGI/978	MR. RAMESHA R	NA	FACULTY	43 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
264	IAGI/980	DR. ARATI MOHAPATRO	NA	FACULTY	44 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
265	IAGI/981	MRS. VAIJAYANTHI J	NA	FACULTY	43 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
266	IAGI/982	MRS. RAJANI SINGH	NA	FACULTY	42 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
267	IAGI/986	MRS. SONA K V	NA	FACULTY	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
268	IAGI/991	MRS. KASHMA N B	NA	FACULTY	28 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
269	IAGI/995	MR. RAMA KRISHNA M	NA	ADMIN STAFF	26 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
270	IAGI/998	MRS. SARVANI JAMPALA	NA	ADMIN STAFF	40 Yr 00 M	F	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
271	IAGI/999	DR. G. ROBIN WILSON	NA	FACULTY	34 Yr 00 M	M	0	0	0	100000	100000	2/24/2024 12:00:00 AM		
Grand Total							0	0	0	27100000	27100000			

## RESEARCH PROMOTION POLICY

# INDIAN ACADEMY

Degree College - Autonomous

## **RESEARCH PROMOTION POLICY**

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## **1. Preamble**

### **1.1. Scope/ Applicability of the Policy**

This document on Indian Academy Degree College-Autonomous (IADC-A) Research Promotion Policy Guidelines will be applicable to all IADC-A faculty and students involved in any form of research activity.

### **1.2. Policy Statement**

The aim of IADC-A is to see India become a global knowledge superpower through education, research and innovation. To attain this goal, it is absolutely important to pursue cutting-edge basic, targeted, and applied research in all domains/ faculty of studies in a transparent, responsible and ethical manner for advancement of knowledge and development of novel processes, technologies and products. It is equally important to ensure that the products and outcomes of such research are appropriately disseminated to reach the widest possible audience at both national and global levels. This policy provides a set of guidelines for conduct of research at all levels and is applicable to faculties of IADC-A and all students. The workload of Faculty members is being designed to contribute to three major dimensions; Teaching; Research/Consultancy and Institutional service. Each faculty is required to contribute to Research as a mandatory requirement and it is linked to their annual performance appraisal. The detailed policy guidelines has been documented by the Research Committee and approved by the Chairman, Indian Academy Group of Institutions. The UGC approval of 12 (b) and 2(f) status to Indian Academy can be leveraged to facilitate and optimize the research output.

## **2. Vision and mission**

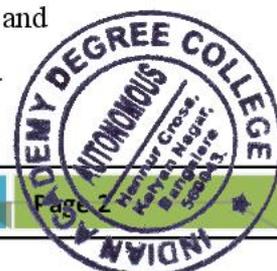
### **Vision**

The institution envisions in becoming a leading centre for collaborative and Innovative Research.

### **Mission**

To this end,

- Fundamental and applied research in natural sciences, humanities, commerce and management disciplines with contemporary and social relevance will be nurtured.

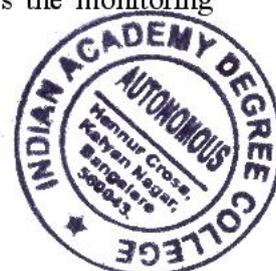


- Necessary support, infrastructure and training will be provided for promoting high-quality research while maintaining ethical values and responsibilities.

### 3. Objective of the Research Promotion policy

The research promotion policy provides guidelines to

- Promote contemporary and relevant research that adds value to the society and contributes to nation-building
- Foster sustained research activities in pursuit of excellence
- Strengthen existing research areas and develop expertise in emerging fields
- Apply for Major and Minor research grants provided by the Government organizations such as UGC, DBT, BIRAC, etc
- Secure seed grant money and encourage budding researchers
- Conduct inter-disciplinary and multi-disciplinary research
- Develop collaborations and research partnerships with academia, industry and research institutes in India and abroad.
- Supporting the BOS of every department that promotes the development of a research culture amongst students of the UG and PG programs. This is done by incorporating a research component in the syllabi of every subject with the active support and encouragement of the members of the BOS.
- Develop required research infrastructure and to provide research framework and guidelines to faculty, research scholars and students
- Showcasing the research carried out by the student and the faculty through its registered peer review, UGC CARE recognized journal with separate editions for Sciences and Humanities.
- To ensure integrity, quality and Code of ethics in research
- To inspire socially useful research with potential for commercialization
- The college also strictly prohibits plagiarism at all levels and facilitates the monitoring and mitigation of malpractices through online tools



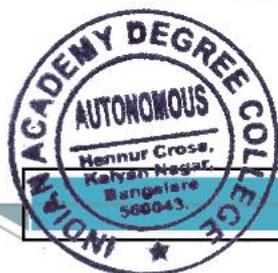
#### **4. The Role and Functions of the Research committee**

- To formulate policy on all research related matters which impact on the strategic objectives of the College
- To create a conducive environment for promotion of Research & Innovation activities in the institution.
- Prepare the document of annual research goals, strategy to achieve the same and get it approved
- To encourage faculty members to apply for Major, Minor Research Projects, Incubation, Design and innovation Centres
- To provide consultancy services to schools, member colleges and other agencies
- Maintaining the contact and relation with the regulatory and external funding authorities.
- Conducting various seminars to guide and help the Faculty to contribute to research activities effectively.
- To facilitate peer review of research works and enable their publications in reputed journals
- Connecting the Faculty to the external Funding agencies and helping them to mobilize adequate grants.
- Sanctioning the allocated budgeted fund from internal sources based on policy guidelines.

#### **5. Research Promotion Policy Implementation Mechanism**

The Research Committee of the college shall be responsible for implementing this research promotion policy the college by working closely with the college management. The specific roles and functions of the research Committee will be as follows

- Provide research facilities in terms of laboratory equipment, research journals aid research incentives etc. required by the faculty.
- Promote and uphold a research culture (eg. teaching work load remission, opportunities for attending conferences etc.).



- Encourage the faculty to undertake research by availing FDP and also collaborating with other research organizations/ industry.
- Organize workshops/ training programmes/ sensitization programmes are conducted by the institution to promote a research culture on campus.
- Invite industry to use the research facilities of the college and sponsor research projects.
- Approach National and international organizations such as UGC, ICSSR, ICHR ICAR, ICMR, CSIR, DRDO, UNESCO, UNICEF to fund major and minor research projects undertaken by the faculty.
- Develop and implement an official Code of Ethics to check malpractices and plagiarism in research.
- Facilitate Interdepartmental/interdisciplinary research projects.
- Institute research awards.
- Create incentives for the faculty who receive state, national and international recognition for research contributions as well as research awards and recognition from reputed professional bodies and agencies.
- Encourage and promote the publication of research articles by the faculty in reputed/ refereed journals.
- Create and maintain a database of research work and research projects undertaken by the faculty and students as well as collect data by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.
- Prepare Rules & Guidelines for Grant of Research related leave and other remissions.
- Prepare Guidelines for design and evaluation of curriculum oriented research projects.

## 6. Seed Grant/Pilot Study

The seed grant scheme of IADC-A is designed and incorporated to simulate competitive research in upcoming strategic areas of National/International importance, to promote innovative product development and technology transfer, and/or to facilitate the start of research which will potentially develop into creative eco system through external funding. Therefore, IADC-A will

provide financial assistance in the form of Seed Grant/Pilot Study to permanent/regular teachers



who wish to undertake, along with teaching work, a Research Project. Faculty members of IADC-A are expected to undertake research, leading to quality publications, presentations in National/International conferences of repute, generation of Intellectual property with potential for commercialization, socially useful outcome and other similar research activity

### 6.1. Objective

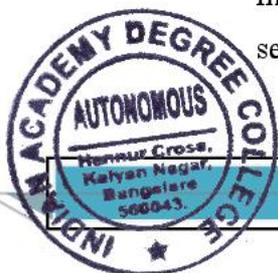
- To aid a faculty to initiate a research process that has the potential to attract funds from external agencies
- To testify a innovative idea and to generate preliminary results before submitting proposals to external agencies
- To promote inter-faculty collaboration in emerging areas
- To promote generation of Intellectual Property Rights (IPR) and product/process development
- To attract and retain talent

### 6.2. General Information

- The departments must identify the prioritized research areas and invite proposals from faculty members.
- The research work can be carried out either by individual or along with Co-investigator from same department or other department (interdisciplinary).
- The tenure and implementation of the approved project is for one year. In exceptional cases, maximum up to three months extension may be given by Principal on the recommendation of Research committee
- A faculty can avail only one project at any given time. The offered and accepted project must be completed as per the guidelines and failure to abide by this rule shall make the faculty liable to refund the entire amount paid by the IAET.

### 6.3 Eligibility Criteria

- For seed grant, the faculty should normally have completed at least a year of their service in IADC-A at the time of applying for research grant. However, a shorter period of service at IADC-A can also be considered in exceptional cases based on project quality.



- For pilot study, the faculty should have completed minimum One Year of service at IADC-A. However, exemption can be made if they have past experience in the form of minor research projects/publications in peer reviewed journals.
- Only IADC-A faculty can be Principal investigator (PI). Participation by students of any category is encouraged but they may be only named as personnel in the project. They can be added as volunteer in the project who will be part of the project without any financial benefits.
- The PI at the time of submission of application shall not have a running project funded by the seed-funding scheme in which he or she is the PI.
- At any time, a PI can submit only one application. As a co-investigator, any number of projects can be applied.

#### 6.4. Quantum of Assistance

Faculty	Seed grant	Pilot study
Science	Maximum up to Rs. 30,000	Maximum up to Rs. 50,000
Commerce, Management and Humanities	Maximum up to Rs. 25,000	Maximum up to Rs. 40,000

#### 6.5 Procedure for applying

- All eligible Faculty members can prepare the proposal in the prescribed Proforma (Annexure-I) and mail a soft copy to The Principal, Indian Academy Degree College- Autonomous, Bangalore (in pdf format) by putting carbon copy (CC) to Head of the department and Research committee.
- Ensure the proposals are neatly presented, and free of every mistake
- Remember that this project is for the faculty, and not for students

#### 6.6 Submission Deadlines

Proposals will be invited once in a year. A decision will be made within three weeks of the submission deadline of the application.

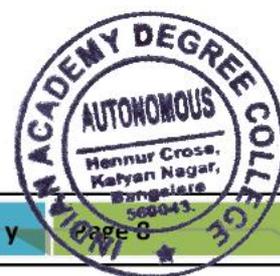


## 6.7. Evaluation

- The Research committee would comprise a core of three or more internal faculty members/experts who may seek inputs from internal and/or external reviewers.
- The full proposal will be rated for intellectual merit and its broader impact.
- The proposal evaluation will consider the alignment of the budget with the deliverables.
- The committee will give recommendation within 2-weeks of the final project proposal submission
- The letter of approval/rejection of the project funding will be issued to the Principal Investigator (Faculty) by the Principal on behalf of the clearly mentioning feedback and suggestions in case of rejection.

## 6.8. Conditions for PI's of seed grant

- The PI is responsible for the conduct of the research in accordance with the institution research promotion policy.
- Procurement, utilization and maintenance of equipment will be as per institute policy
- The funds have to be utilized within the stipulated period.
- The grant money has to be utilized in accordance with the approved budget.
- The PI should submit a progress report every three months in the prescribed format (Annexure-II) for evaluation by the committee mandated to monitor individual projects. In case it is found that proper efforts are not being made further release of funding may cease
- The PI will also be required to report progress or outcomes at the end of one year after the termination of the seed grant, including grants received and publication/IPR arising out of the seed grant.
- In any research communication arising out of the funded project, the contribution of the institute should be duly acknowledged.
- In case PI leaves the institute before the completion of project, a co-investigator from IADC-A will assume responsibility as PI. No collaborator from another institution can become PI under this condition.



## 6.9. Nature of Assistance

- The equipment as well as books and journals grants may be utilized to procure the essentials needed for the proposed research work. The equipments and books & journals acquired by the Principal Investigator under Seed Grant/Pilot Study must be deposited to College/Institution or in the departmental library after the completion of the project which will be the institutional property.
- The admissible contingency grant may be utilized on spares for apparatus, photo-stat copies, typing, stationary, postage and printing needed for the project.
- The amount allocated under the head travel/field work is to be utilized for data collection and collection of other information such as documents and visit to libraries within the general scope and sphere of the ongoing project. This should not be used for attending conferences, seminars, workshops and training courses etc.

## 6.10. Procedure for release of grants

Release of 1<sup>st</sup> installment : 100% of the Non-Recurring and 50% of the total Recurring grant

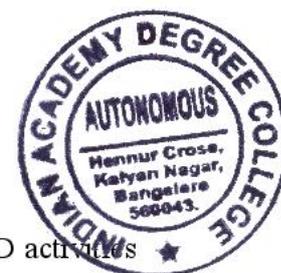
Release of 2nd installment : On receipt of 1st progress report (after 3 months) and review report by Research Committee

Release of Final amount : On receipt of Final report

The required amount will be released to the Research Investigator in the form of Cheque as per guidelines.

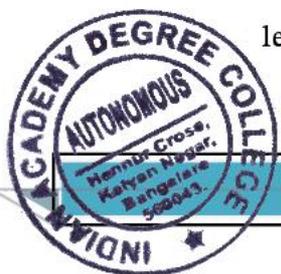
## 6.11. Expected Deliverables

- Externally funded projects should be generated as outcome of seed grant scheme.
- The output of the project has to be published in peer reviewed international/national Journal
- The project output has to be present at international/national conferences
- The project output would promote excellence in research in institution
- The project output would create scientific atmosphere
- The project output would stimulate young scientists and researchers for R&D activities



## 6.12. SOP for Seed Grant/Pilot Study

- Submit soft copy as well as hard copy of the seed proposal to the Principal
- The Principal will send all soft copies to research coordinator to review all proposal
- The coordinator should form internal/external reviewers to review all proposal
- Based on review report, committee has to recommend the accepted proposal to the Principal
- Recommended accepted proposals have been approved through Principal by the chairman
- Principal will issue the approval letter to selected PI's of seed grant proposals
- The PI's should submit acceptance letter of seed grant proposal to the Principal
- After submitting acceptance letter, PI's can start work on the proposal
- All purchases under the grant shall be made after taking financial approval from the competent authority of the institute.
- The project expenditure for equipment and consumables will be maintained in a separate stock register by PI.
- Before purchasing books/journals, the PI must check with the institution library that whether the copy of book/journal is available or not. The PI must take approval from Institution Librarian and Principal for purchasing books and journals.
- The PI must write the justification for accessing contingency, hiring service, special needs and travel and field grants, which should be approved by the competent authority of the institute.
- Before purchasing research software's, the PI must check whether software is available freely on the website. The PI must take approval from research coordinator as well as principal for purchasing new software's.
- It is the responsibility of the PI to submit progress report of the project after 3 months.
- Due care should be taken so that such projects undertaken do not interfere or affect any routine teaching or examination work.
- If the PI is unable to complete the project in 6 months, time extension can be given for another 2 months after obtaining approval through proper channel.
- If the PI is unable to complete the project due to some unavoidable reasons (like medical, leave, resignation etc.), the PI can apply to continue the projects as PI through proper



channel. In case the project is discontinued, the PI has to submit the report of the work carried out till date and refund (with secretarial statement) the amount spent on heads other than equipment/software and consumables.

- The PI should involve students in the project by giving them part of the work in the form mini project, testing etc.
- After completion of the project, the statement of expenditure and utilization certificate will be submitted by the PI along with final report.
- After completion of project, final report should be submitted to the Principal through proper channel.
- A completion certificate should be obtained by the PI from the Principal for the successful completion of the project based on which project amount will be closed with intimation to the Chairman.
- The project file will be closed after the approval of the chairman
- A copy of presentation/research paper/reports would be placed in the institution library for reference purpose
- The PI/CI is also required to prepare follow-up proposal(s) to external sponsors.

## 7. Incentives towards Research Performance

The IADC-A is committed to foster a research culture by encouraging research initiatives across the physical and mathematical sciences, the life sciences, the social sciences and the humanities through research incentives. The prime objectives for incentivizing research are as follows:

- Create a positive research environment and ensure excellence in research with an enhanced focus on outcome based research
- Promote a culture of innovation and entrepreneurship in every sphere of knowledge
- Support and encourage faculty and students to develop world class research potential
- Enhance overall research funding - extramural and intramural
- Provide robust and flexible infrastructure conducive to research
- Strengthen linkages by expanding national and international collaborations and partnerships with key academic institutions, industry, government, policy makers and sponsors of research



## 7.2. Requirement of Publications

- Only original publications coming under the categories of Review Article, full length research articles with Indian Academy Degree College- Autonomous address will be taken into consideration.
- Meta-analysis, systematic reviews, case study will also be considered for incentive claims if they are published in indexed journal. In such case only two claims per year will be considered for incentives per applicant.
- Case reports, short communications, Letters to the Editor and correspondence are not considered for incentive.

## 7.3. Incentive for publication in Journals

In order to nurture an environment of active research for knowledge creation, IADC-A encourages faculty for publications in reputed journals. The research carried out should be of good quality adhering to highest standards of ethics. Quality of publication in the form of research articles/original research paper, Short communication, Letters to the Editor, Review Article is judged primarily with peer reviewed and indexed journals. It encourages publications in hard copy or in electronic form in Peer reviewed journals indexed in databases like **Scopus; Web of Science, Australian Business Deans Council (ABDC), UGC-CARE**, The authors must avoid publications in predatory journals.

Category	Publication/Indexing
Category – I	SCOPUS (Q1 & Q2), Web of Science, Australian Business Deans Council (A* & A), Modern Language Association (MLA), UGC-Care list with the inclusion of Scopus papers (Q1 & Q2)
Category – II	SCOPUS (Q3 & Q4), Australian Business Deans Council (B & C), UGC-CARE list Group I
Category – III	ISSN No. with good evaluation using the following criteria <ul style="list-style-type: none"><li>• Composition and qualifications of the Editorial Board members</li><li>• Type of refereeing system adopted</li><li>• Overall appearance, timeliness and regularity of release of the journal</li></ul>



## Incentive for Research Publications in Journals

Category	1 <sup>st</sup> Author	Corresponding Author	Others (Shared)*
Category – I	4000	4000	1600
Category – II	2000	2000	800
Category – III	1000	1000	400

\* Except first author and corresponding author, other authors will share incentive amount as mentioned in the table

### 7.4. General Information

- The award is mainly for the author if he/she is employee of IADC-A.
- The award for Category I and II shall apply to any number of papers, subject to the condition of Intellectual Property Rights, Plagiarized works, claims on duplicated papers with different titles of the same content in different journals, seminars or dailies and such other irregularities shall attract severe disciplinary action including recovery of awards made earlier.
- The award for category **III shall be applicable only once in an academic year.**

### 7.5. Incentive for publication in the form of Books

Faculty members who have taken efforts to write and publish books or monographs are encouraged and incentive will be given to the faculty member as indicated below

Category	International		National		Regional	
	Single	Multiple	Single	Multiple	Single	Multiple
Text book (not edited)	Rs. 4000	Rs. 1000	Rs. 3000	Rs. 1200	Rs. 2000	Rs. 800
Text book (edited)	Rs. 3000	Rs. 1200	Rs. 2000	Rs. 800	Rs. 1000	Rs.400
Book Chapter	Rs. 2000	Rs. 800	Rs. 1000	Rs. 400	Rs. 600	Rs.200
Monograph	Rs. 1000	Rs. 400	Rs. 500	Rs. 200	Rs. 300	Rs.100



### **Text Books:**

- International Publishers - McGraw Hill, Prentice Hall, Oxford University Press
- National Publishers - Tata McGraw Hill, Prentice Hall of India, MacMillan India, Sage, IK International, Himalaya Publishing House
- Regional Publishers - Kalyani, Skyward, Jaico, Subhas, Bharatiya Vidya Bhavana etc.

### **Book Chapters:**

- International publisher-Springer, Elsevier, Taylor & Francis and IOP
- National publisher-

### **7.6. Guidelines for Claiming Incentives**

Faculty members who are eligible to claim the incentives need to furnish the following.

- Copy of the reviewer's remarks.
- Name of the Publisher, Indexing details, ISSN number, Impact Factor, Editorial Board, and Age of the Journal.
- Photocopy or printed copy of the article published in the journal.

### **7.7. SOP for claiming incentives for Publications of papers and books/Book chapters**

- The paper publisher of IADC-A faculty has to fill the form of award for publication as well as attach the documents as mentioned in the research promotion policy which has to be submitted to the Principal.
- The Principal will send form to the research committee to review the form.
- The committee will check the quality of the paper/book/book chapter which has been mentioned in the form. Again it has send to principal for the further process.

### **8. Guidelines for support to Paper Presenters in workshops, conferences and seminars**

#### **8.1. General Information**

IADC-A provide financial grant to faculty members who intend to present their research outputs in National/International conferences/Workshops/Seminars/Symposia/fora with the following objectives.



- Provide faculty members with opportunities to exchange ideas with other researchers, gain additional knowledge on research and development and look for possible collaboration with top researchers in their respective fields.
- Motivate faculty members to disseminate their research findings globally

Members of the faculty are encouraged to participate in Workshops/FDPs. Faculty member attending a program of more than three days duration shall plan their participation in the semester break/vacation so that the academic schedule of the students remains undisturbed.

In general, the assistance may be provided in the following purposes:

- For Teachers delivering key- note addresses/ plenary lectures.
- Those contributing a paper.
- Those invited to Chair a session.
- Those invited under International Collaboration Exchange Programmes.
- Those invited to give Symposia/ talks/ invited lectures
- For enhancing knowledge base through training and attending workshops /
- Professional/ Faculty Development Programmes.
- Poster presentations will generally not be considered for financial assistance.

Faculty members will be permitted for OOD facility limited to 04 days/semester or 08 days/year to participate in any one of the workshop, conferences and seminars. However, for outstation participation some additional consideration may be permitted depending on the importance of event, significance of participation and distance needs to be travelled.

Eligibility of such programs shall be restricted to two faculty members per semester from a department. In general, programme sponsored by AICTE/DST/DBT/UGC shall be given priority.



## 8.2. Entitlements for registration and travel for presenting paper (oral/poster) at National and International Seminars/Conferences/Symposiums

<b>Outstation</b>	<b><u>Both National and international levels</u></b> a. Registration Fee – 50% b. Travelling Allowance – 50% of the travelling cost (Sleeper class).	Maximum of 5 OOD/Semester
<b>Local</b>	<b><u>International Level</u></b> a. Registration Fee – 50% paid in advance	Maximum of 3 OOD/Semester
	<b><u>National Level</u></b> a. Registration Fee – 50%	
<b>Mere participation</b>		
<b>Outstation and local</b>	25% of Registration Fee	Maximum of 3 OOD/Semester

When more than one faculty wishes to present a single paper, the travel grant shall remain unchanged (to be divided between/among the faculty) and the registration fee shall be limited to one.

## 8.3. Guidelines for Claiming Incentives

In order to claim the incentives, the following documents should be submitted

- A copy of the notification of conferences/Seminars
- Copy of the acceptance mail in case of conferences/seminars
- Copy of the paper published in proceedings of the journal/conference/seminar
- Original receipts towards payment of registration fee.
- Evidence of Participation
- Original travel tickets.

### Note:

- Late registration fee will not be reimbursed
- In case, the number of applicants is too high and there is paucity of funds, competent authority will decide on the quantum of assistance to be provided



#### 8.4. SOP for claiming incentives for paper presentation at National/International workshops/Conferences

- The paper presenter of IADC-A faculty has to fill the form as well as attach the copy of documents as mentioned in the research promotion policy which has to be submitted to the Principal
- The Principal will send form to the research committee to review the form
- The committee will check and write the recommendation to the Principal.

### 9. Generation of Research Grants

#### 9.1. Generation of Research Grants

Faculty members are expected to submit proposals for research grants from funding agencies. It is quite likely, that these projects may involve modernization of laboratories, acquiring of equipment required specific to the research study or conducting of surveys etc. The incentive will be linked to the total amount of research grant sanctioned by the sponsoring agency. The incentive will be 5% of the research grant received from the funding agency. Since the amount being released in phases, the incentive(s) paid is also proportional to the amount received by the institute.

The College's external funding recognition award recognizes and rewards faculty for their success in bringing in external funds. The award is tied to the components of grants that bring revenue into the College, in the form of indirect cost recovery. Awards will be made concurrent with the establishment of the grant budget, to allow investigators to use these funds in ways that support the execution of the grant, or to position themselves for their next major grant proposal. The award is made to the principal investigator (PI) for grants that fall within the portfolio of the College's grants and contracts office.

The incentives will be granted for the faculty members who received research grants from various funding agencies

1.	Grants upto Rs. 10,000/-	5% of the total grant received
2.	Grants from Rs. 1,00,000/- to Rs. 5,00,000	
3.	Grants from Rs. 5,00,000/- to Rs. 10,00,000	
4.	Grants above Rs. 10,00,000/-	



Recognition award is also applicable to faculty members who submit the proposals on timely manner to various recognized funding agencies such as Department of Biotechnology (DBT), Department of Science Technology (DST), University Grants Commission (UGC), Ministry of Environment and Forests (MoEF), Council for Scientific and Industrial Research (CSIR), Department of Atomic Energy (DAE), Indian Council for Medical Research (ICMR), Ministry of Communications & Information Technology (MOCIT), Indian National Science Academy (INSA) and Indian Council for Social Science Research (ICSSR).

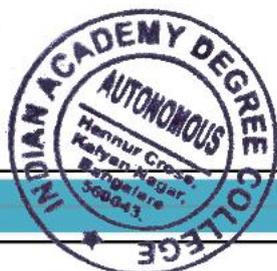
## **10. Patent Policy**

All potentially patentable inventions conceived or first reduced to practice in whole or in part by members of the faculty or staff (including research scholars) of the college in the course of their institutional responsibilities or with more than incidental use of institutional resources, shall be disclosed on a timely basis to the college. Title to such inventions shall be assigned to the college, regardless of the source of funding, if any. The college shall share royalties from inventions assigned to the college with the inventor. The inventors, acting collectively where there is more than one, are free to place their inventions in the public domain if they believe that would be in the best interest of technology transfer and if doing so is not in violation of the terms of any agreements that supported or related to the work.

### **10.1. Invention Disclosures**

An invention disclosure is a document which provides information about inventor(s), what was invented, circumstances leading to the invention, and facts concerning subsequent activities. It provides the basis for a determination of patentability and the technical information for drafting a patent application. An invention disclosure is also used to report technology that may not be patented but is protected by other means such as copyrights.

Inventors must prepare and submit on a timely basis an invention disclosure for each potentially patentable invention conceived or first actually reduced to practice in whole or in part in the course of their institutional responsibilities or with more than incidental use of institutional resources.



The following practical considerations relate to invention disclosures:

- Individuals covered by this policy are expected to apply reasonable judgment as to whether an invention has potential for commercial marketing. If such commercial potential exists, the invention should be considered "potentially patentable," and disclosed to the institution.
- Individuals may not use institutional resources, including facilities, personnel, equipment, or confidential information, except in a purely incidental way, for any non-institutional purposes, including outside consulting activities or other activities in pursuit of personal gain.

## 11. Consultancy

Circumstances under which consulting activity may be permitted

- The organization requiring consultancy services from faculty or the department shall write to the principal indicating the expertise required.
- The Principal on receiving the request from the organization shall inform to the department concerned.
- The Head of the department shall nominate the faculty or a group of faculty having the required expertise and get permission from the principal.
- In considering whether or not permission will be given for consulting activity, the principal will take into account such factors as the compatibility of the activity with the responsibilities and commitments of the faculty member(s), potential conflicts of interest and the use of institution resources.
- An MoU may be signed between the organization and the department towards the nature of consultancy work and the commercials involved in the presence of the principal
- The faculty or a group of faculty engaged in the consultancy work shall periodically report the progress of the consultancy work to the principal through the head of the department.



## 11.1 The Policy

- The Consultancy must not be in conflict with the functions, objectives or interests of the institution or damage the institute's reputation.
- At a minimum, the salary and on-cost charges set by the institute must be applied to all project budgets. All Consultancies are required to include overheads.
- Staff members shall not undertake external research activities where no formal agreement has been authorised by the institution unless they are on leave without pay, approved by the authority concerned. Such faculty may not use their institutional affiliation or academic title when providing research services that are not approved by the institute.

## 11.2 Institutional Research Consultancy

A Research Consultancy exists where an academic staff member provides research skills or expertise in return for remuneration from an external funder. A Research Consultancy may be the outcome of a tender or an individual negotiation.

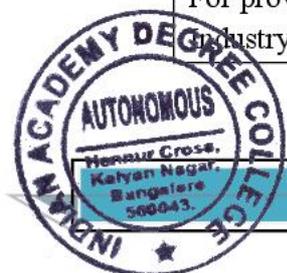
Consultancy Non-research Consultancies include non-research activities performed under contract for a third party. Non-research Consultancy would include the provision of professional services to external agencies for a fee. This would include, but not be limited to, routine laboratory and other testing of materials, devices or products, analysis of data.

Private Consultancy.

In Principle a faculty or staff member is not supposed to undertake a Private Consultancy unless it is approved by the College. However, the faculty or staff conducting private consultancy shall ensure that such work does not affect their allocated duties, obligations to the institution.

## 11.3 Revenue Sharing

Particulars	Faculty	College
Use of institute space and or equipment	40%	60%
For providing solutions/expertise to problems of the industry	60%	40%



## **12. Incentive for completing PhD Degree when in service of IADC-A**

- For the purposes of incentive under this clause, ordinarily, the degree awarding Institution will be a UGC-approved University or an Institution of national standing. In case the institution is a deemed University or a private one, a duly appointed Committee shall certify the credibility of the Institution awarding the degree. The faculty undertaking their PhD pursuit are advised to check with the Institute about the Institution they are registered under, to ascertain the credibility of such Institution.
- The Institute will also pro-actively advise the faculty on the credibility of relevant institutions.
- For the purposes of the award, a Ph.D will be deemed to have been completed when a Certificate of Successful Thesis Defence is formally issued by the Institution awarding the degree
- A One-time ex-gratia award of upto Rs. 10,000/- shall be given, provided the faculty has served for a minimum of three years at the Institute.

## **13. Collaborative Research Project with Foreign University/ Agency**

- Any Collaborative research project undertaken by our faculty with a foreign University with tangible outcome, the faculty member is eligible to get an incentive upto Rs. 10,000/-. The tangible outcome shall be endorsed by the Research committee.
- If the project involves more than one faculty from our college, the total amount will be shared among the participating faculty members.
- The year in which the collaborative project commenced is the criteria for including this into the scheme. A project cannot be included more than once in the scheme.
- Any publication arising out of this collaborative research will also be eligible for incentives as per the norms of the publication.

## **14. Authorship & Related Issues**

- It is realized that as times go by, there will be change of patterns of research lab or research group composition. Under a large lab or facility, where there may be a general head or director(s), there may often exist smaller research clusters that may produce exciting ideas, products, research papers, but may pose a problems for the allocation of credit and responsibility. In some disciplines it is quite customary for graduate students to



publish their own research results by themselves, even when their work involves fairly close supervision by a faculty member - and in others, the professor's name goes on virtually every paper produced in the laboratory.

- In cases where complaints and disagreements arise between students (graduate, and undergraduate) and their faculty over credit for work to which both may have contributed, the Principal concerned may decide at their level.
- In doubt or dispute, the University Research Committee could provide guidance with respect to credit for scholarly work where several research staff and faculty are involved with or under a PI. This is only when it becomes difficult to determine responsibility of authorship.
- The heterogeneity of custom that varies from one discipline to another may sometimes makes it very difficult to decide, in disagreements like the one between S and P, whether we are dealing with professional misconduct (the wrongful appropriation of another's intellectual product) or whether we are in a domain of ethical judgments about the proper allocation of credit between joint researchers - judgments so close that they should be resolved by personal values, etiquette, and generosity, rather than by a faculty disciplinary process.
- Another aspect of the issue is as to who may publish first, who must consent, what connections with the work need be acknowledged and how - is associated particularly with review articles, books (or chapters of books), or symposium contributions, especially "state of the discipline" pieces. Opportunities to produce more comprehensive works of this kind come mainly to senior scholars. In describing the significant developments in one's field, there is a natural tendency to include work done by oneself and one's students.
- It must also be pointed out that there is a tight coupling between authorship and responsibility. If the name of a faculty member has been included on a paper resulting from the relatively independent experiments done by a student or fellow, any error in the data or wrong methodology of data collection or accessing would also be the responsibility of the concerned faculty.



- Multi-investigator research teams differ significantly from the individual faculty/graduate student research teams, and it may also be the case that at times, there is no single person who understands the entire gamut of a given research.

#### 15. Review of the Policy

The policy will be reviewed every academic year



  
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## Part-B

### Proposed Research Work

- 6a. Project title
- 6b. Project abstract in about 150 words
- 6c. Survey of literature of the recent major works in your area of research - covering both international and Indian - in about 750-1000 words
- 6d. Clear identification of research gaps (what is the necessity to research this problem?) - 100-150 words
- 6e. Scope and objectives of the study
- 6f. Detailed framework/ methodology of the proposed work.-150 words
- 6g. Expected outcomes from the project (papers/ reports/ books/ documents/ database/ patents/ etc.) - 100-150 words
- 6h. Relevance of your study for policy-making/ society/ academics / etc. - 200 words
- 6i. References using standard referencing style
- 6j. Time-line of the project - clearly projecting the likely progress
- 6k. Project Outcome (Deliverables):



61. Financial Assistance required

Particulars	Recurring/Non-Recurring	Estimated expenditure in Rs.
Equipment (give details of each item) *		
Books/journals (justify below) *		
Consumables (details of each set of items) *		
Travel for research (details: mode, places, purpose, days)*		
Contingency		
Miscellaneous		
<b>Grand Total</b>		

\* Budget with the necessary justifications is required

\*Refer the below budget allotment table for preparing budget of the proposal

S. No	Particulars	Percentage of Budget allotment
1.	Equipment/Software	30
2.	Books/Journal	15
3.	Contingency	10
4.	Travel	15
5.	Chemicals/Plastic ware/Glassware/Biological Specimen/Spare Parts/ Field Work	20
6.	Miscellaneous	10

**Note: Equipment does not include Computer, Laptop and Printer.**

This information should be followed by a clear and concise description of the objectives and technical/management approach of the proposed research. The application should be minimum five pages and should not exceed twenty five pages, with a text font size of 12 point and margins no smaller than one inch on all sides with a line spacing of 1.5. Faculty may include optional figures and references, but they must fit within the page limits



16.1. Annexure-II

**Progress Report**

1. Grant Number and Year
2. Name of the P.I
3. Faculty
4. Department
5. Proposal Title
6. Statement of the Problem
7. Number of objectives achieved
8. Introduction
9. Methodology
10. Percentage of amount utilized against sanctioned amount.

Signature of the P.I

Signature of the Principal



## 16.2. Annexure-III

### **FINAL PROGRESS REPORT**

1. Grant Number and Year
2. Name of the P.I
3. Faculty
4. Department
5. Research Project Title
6. Statement of the Problem
7. Number of objectives achieved
8. Abstract
9. Introduction
10. Methodology
11. Results and Discussion
12. Papers Published\*(National & International Journals) in UGC-Care list.
13. Utilization Certificate

Signature of the P.I

Signature of the Principal

Note:

1. Kindly submit the same (Soft Copy) in the PDF or word format to The Principal, IADC-A along with the hard bound book.
2. \*The outcome of the project should lead to minimum of two publication (out of which one should be published + another proof of communication) in UGC-CARE list journals (journal should not levy any article processing charges/paid charges).



**UTILIZATION CERTIFICATE**

**Program Name:**

**Project Title:**

Certified that Rs. \_\_\_ of grant-in-aid under (Program Name) was released by IADC-A in favour of \_\_\_\_\_ vide letter No. \_\_\_\_\_ as stated above during the year 20...-..... The above grant was sanctioned towards Project Title " .....". Out of sanctioned grants, a sum of Rs. \_\_\_ has been utilized for the purpose of which it was sanctioned and Rs. \_\_\_\_\_ remained unutilized at end of the financial year 20...-...., to be carried forward (if the program is continued) or to be refunded (if the program is completed) whichever the case is applicable. Expenditure incurred for the purpose for which the grant was sanctioned is verified with the vouchers produced before me.

Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned have been fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Signature of the Principal Investigator

Signature with Seal of the  
Chartered Accountant/ Internal Auditor

Signature of the Finance Officer, IADC-A, Bangalore

Signature of the Principal, IADC-A, Bangalore



16.4. Annexure-V

**Proposal Evaluation**

Name of the Principal Investigator:

Title of the Research Proposal:

Department/Faculty:

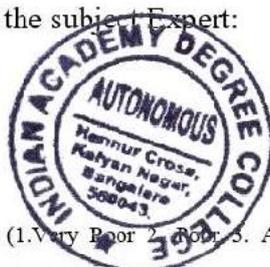
S. No.	Particulars	Rating (1 to 5)*
1.	Relevance of the Project title in the current scenario	
2.	Statement of the Problem	
3.	National and International Status	
4.	Significance of Study	
5.	Project Objectives/deliverables	
6.	Methodology/Technical/Management Aspects	
7.	Justification of Budget	

Overall rating of the Research Proposal:

Comments/Suggestions on the Research Proposal:

Recommendation for the Project Proposal for Seed Money: Accepted/Rejected

Name, Designation and Signature of the subject Expert:



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Autonomous  
Hennur Cross, Kalyan Nagar  
Bangalore - 560043

\*Evaluation is based on 5 points scale rating (1.Very Poor 2. Poor 3. Average 4. Good and 5.Excellent) for the above components appear in the Project Research Proposal for the Seed Money