**CERTIFICATE**

**(To be provided by Project Principal Investigator and Head of Division on official letter-head)**

**ProjectTitle: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. We agree to abide by the terms and conditions set forth for the grants-in-aid scheme of the Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences (MoES).

2. Certified that we did not submit this or similar project proposal elsewhere for financial support.

3. Certified that we explore and ensure that basic equipment and facilities available with us will be made available and utilised for the execution of the project as and when required.

5. Certified that we undertake that the instrument(s) provided by INCOIS and procured under INCOIS funding will be exclusively used for the INCOIS supported projects and they will be provided to other users in their spare time as per direction and approval of INCOIS.

6. Certified that all the data generated, either using financial support or instruments provided by INCOIS, will be submitted to INCOIS on timely basis and will not be shared with any other agencies.

7. Certified that proper accounts will be maintained for funds received from INCOIS. The same will be made available as and when required. UC and SE along with a detail annual progress report and dully filled GFR-19 form.

8. Certified that all the instruments/assets procured under the project will be property of INCOIS and will not be write-off without approval from INCOIS.

Date:

Place: Principal Investigator Head of the Department**ENDORSEMENT FROM THE HEAD OF THE INSTITUTION**

**(To be provided on official letter-head)**

To,

The Director,

Indian National Centre for Ocean Information Services (INCOIS),

“Ocean Valley”, Pragathi Nagar (B.O.), Nizampet (S.O.),

Hyderabad – 90.

Sir,

The Project entitled \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is enclosed herewith.

1. Certified that this Institution / University / Organisation welcomes participation of Dr./Shri/Smt./Km. ................................................ as the Principal Investigator and Dr./Shri/Smt./Km. ................................................................ as Co-Investigator(s) for the project duration and that in the unforeseen event of discontinuance by the Principal Investigator, the Co-investigator otherwise eligible will assume the responsibility of the fruitful completion of the project(s) with the approval of INCOIS.

2. Certified that the Institution / University / Organisation shall abide the terms and conditions outlined while sanctioning of the project.

3. Certified that the equipment, other basic facilities, and such other administrative facilities, as per terms and conditions of the grant will be extended to investigator(s) for entire duration of the project.

4. Certified that institution / University / Organisation assures to undertake the financial and other management responsibilities of the project.

Date:

Place

**Name and Signature of Head of Institution / Organisation / University**