



Indian Council of Agricultural Research

National Agricultural Innovation Project
Project Implementation Unit

Krishi Anusandhan Bhavan - II, Pusa
New Delhi - 110 012

www.naip.icar.org.in



F. No.13(8)/2012-Proj. Admn.


Dated the 12th April, 2012

CIRCULAR

Subject: Transfer of Non-recurring Assets procured/generated under sub-projects of
NAIP after project closure – regarding.

.....

It has been decided by the competent authority of the NAIP that all non-recurring assets (equipment, works, furniture, livestock, books & journals etc.) can be retained by the host organizations with an agreement that they will continue to use them in the same area for carrying out similar work to promote science. For retaining the said items after project closure approval of the National Director, NAIP is required. Accordingly all the concerned CPI/CCPI, at the time of closure of the Sub-projects may submit their request to the concerned National Coordinator at PIU-NAIP in the enclosed two formats viz. Format-1 & Format-2 for considering the same for approval.


(Kumar Rajesh)
Under Secretary

- 1 All National Coordinators, PIU-NAIP with a request to forward this circular to all CPIs/CCPIs in their components.
- 2 Director(F), NAIP
- 3 Principal Scientist (M&E)
- 4 PPS to the ND, NAIP for kind information.

FORMAT:-1

**Request form for retaining Non-recurring assets
(Equipments, furniture, books & journals, livestock etc.)**

Title of the Sub-Project:

Component:

Name of the CPI/CCPI:

Name of the Institute/University/NGOs:
(with complete address)

| S. No. | Name of the Equipment/furniture etc. | Cost in (INR) | Date of purchase | Remarks |
|--------|--------------------------------------|---------------|------------------|---------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

It is certified that the above mentioned items will be utilized for promotion of science and in the same area.

Signature of Head of Organization
with seal

Signature of the CPI/CCPI
Institute/University/NGO

Date

Request form for retaining non-recurring assets (works)

Title of the Sub-Project:

Component:

Name of the CPI/CCPI:

Name of the Institute/University/NGOs:
(with complete address)

| S. No. | Name of the works & related items | Cost in (INR) | Date of completion | Remarks |
|--------|-----------------------------------|---------------|--------------------|---------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

It is certified that the above mentioned works will be utilized for promotion of science and in the same area.

Signature of Head of Organization
with seal

Signature of the CPI/CCPI/Team Leader
Institute/University/NGO

Date