

**Proforma to be submitted to PME cell by author (s) for submission of Extended Summary/Abstract/Papers/Articles in conference/workshop/symposium/congress/Journals**

To,  
In-charge, PME cell  
ICAR-Indian Institute of Farming Systems Research  
Modipuram, Meerut-250 110

Date: .....

**Subject :- Submission of abstract/paper for presentation to the national/international seminar/symposia/ conference etc.**

Dear Sir,

I am enclosing herewith an abstract/paper entitled “..... with a request that the permission may kindly be granted for submission of the same in the ..... to be held at ..... from ....., the details are as follows:

SL.No.	Item	Particulars
1.	Title of the abstract/full paper	
2.	Name and designation of Author (s)	
3.	Name of the Society/Journal/Magazine Category (please strike off which is not applicable)	
4.	Date/location/venue of the symposium/seminar/ conference etc. to be organized	
5.	Dead line/last date of submission of abstract to the organizers	
6.	Name and full address of the society/organization/ Journal for communication	
7.	Cost of travel/boarding & lodging/fee including registration fee borne by ICAR/institute/organizer/ sponsor/self	
8.	In case of research paper/abstract/summary please write: I) Title of Project from which information was generated II) Name (s) of PI & Associated Scientist in the Project III) Whether (a) relevant RPPs (I/II/III) and (b) Annual/final reports have been submitted in the PME Cell. If not, reasons thereof.	
9.	Whether all names of Co-PIs as per RPP are included If no the reasons thereof	<b>Yes /No</b>

10.	Whether care has been taken that the publication will not leave to premature disclosure in case filing of patent is envisaged	<b>Yes /No</b>
11.	Whether the issue of plagiarism has been taken care of	<b>Yes/No</b>
12.	Whether all the minimum requirements including format, introduction, body, conclusion, works cited page, conventions (grammar and spelling) etc. for submission of manuscript have been taken care of	<b>Yes/No</b>

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

**Signature with name and designation of Corresponding Author)**

**(Signature of available Co-authors, if any)**

Recommendation and forwarded by the HoD/In-charge

**(Signature of the HoD/In-charge)**

Recommended and forwarded by the PME cell In-charge

**(Signature of the PME cell In-charge)**

Approval of the Head of the Institute (Director)

**(Signature of the Head of the Institute)**

PME Cell Reference No: .....