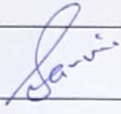


Office of Dean Research

MEMORANDUM

Date:	05-08-2019
From:	Dean Research 
To:	The Rector
Subject:	Revised Budget Head of International Travel Grant Policy of UMT

The regular meeting of Research Grant Committee (RGC) is called after every two months. At present in each meeting two cases of International travel grants are approved. HEC was approving travel grants of UMT faculty quite generously but now HEC travel grant program has been suspended till further notification, so it was suggested by all the RGC committee members that minimum three cases of International travel grants must be entertained in each meeting in future and 25% share of applicant; in ticket and registration will be appreciated.

- i. The travel grant may include the following budget heads;
 - a. Air Travel - economy class return air fare from origin to destination. 25% will be paid by applicant
 - b. Registration Fee - as per actual or maximum limit as recommended by the committee. 25% will be paid by applicant
- ii. The current limits for the above heads are:

Sr #	Budget Head	Current Budgetary Limit*	
1	Air Travel 25% of Total ticket amount will be paid by applicant	Canada	Rs. 185,000
		United States of America	Rs. 175,000
		Europe & Africa	Rs. 134,000
		Australia, Japan & Far East	Rs. 115,000
		Turkey & Middle East	Rs. 83,000
		India, Iran & Bangladesh	Rs. 50,000
		China & Russia	Rs. 100,000

OFFICE OF RECTOR
05 AUG 2019

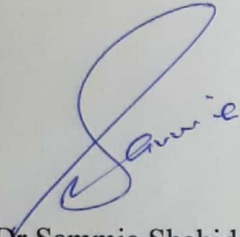
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		Thailand, Singapore, Malaysia & Nepal	Rs. 100,000
2	Registration Fee 25 % of total registration fee amount will be paid by applicant	Maximum Fee Limit : US\$ 500	

*The limit is as per HEC travel grant policy; will update with revision by HEC.

Kindly Approve the Revised Budget Head of International Travel Grant Policy of UMT.

Thank you.



Dr Sammia Shahid

Dean Research

University of Management & Technology, Lahore

Approved



07-08-19