**Proforma to be submitted to PME Cell by author(s) for**

**Forwarding research manuscript for publication**

**in research journals**

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To

Head of the Division/ Regional Station/In-charge, PME Cell,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Institute

Subject: Submission of Research Manuscript for publication in scientific journals

Sir,

I/ we are/am enclosing herewith manuscript of an original scientific research article entitled “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_”with a request that permission may kindly be granted for submission of the same in the “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_”journal / national / international/ other (to specify). I hereby certify that the information given for each of the items listed below is correct.

|  |  |
| --- | --- |
| **S. No.** | **Item** |
| 1. | The article / paper/manuscript is based on bona fide research and / or miscellaneous observations conducted in the Institute, and is related to mandated activities as per detail below. |
| 2. | Project title :Project Ref No.:Type of project : Institute project/Externally funded/ Contract research / Msc/ PhD research/ any other scheme |
| 3. | Title / Topic/ Name of the activity of the Institute of which the publication is an output. |
| 4. | The manuscript has been thoroughly checked by all the authors (including the authors from other organisations, if any) and are satisfied with its form and content. |
| 5. | Due credit of authorship has been given to each contributor of the article |
| 6. | The sequence in which the authors’ names appear has been decided by consensus. |
| 7. | The article has not been submitted simultaneously for publication in any other journal. |
| 8. | Due acknowledgement has been given to funding agencies or for assistance received from individuals / institutes/ sponsoring agencies for carrying out this work. |
| 9. | Care has been taken that the publication will not lead to premature discloser in cases where filing of patent is envisaged. |
| 10. | Data/ Results/ Schemes/ Ideas given in the paper are entirely the outcome of my / our research work and the Institute and ICAR are not responsible for any liability arising out of this publication. |
| 11. | Internal Citing : The required number of secondary sources has been cited parenthetically in the proper format; and credit is given each time that the information is used, even if it is paraphrased or summarized.  |

(Signature with name and designation of Corresponding Author)

(Signature of available Co-authors, if any)

Recommended 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/ JD/ PC/PD)

(Signature of the Head of the Institute )

**PME Cell Reference No……………………….**

**Proforma to be submitted to PME Cell by author(s) for**

**Forwarding abstract/ full paper for presentation to the**

**National / International seminar / symposia/ conference etc.**

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To

Head of the Division/ Regional Station/In-charge, PME Cell,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Institute

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

Sir,

I/ we are/am enclosing herewith an abstract / full paper entitled “\_\_\_\_\_\_\_\_\_\_\_\_\_\_” with a request that permission may kindly be granted for submission of the same in the “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_”national / international seminar/ symposia/ conference/ other (to specify).

|  |  |  |
| --- | --- | --- |
| **S. No.** | **Item** | **Particulars** |
| 1. | Date/ Location / Venue of the symposium seminar / conference etc. |  |
| 2. | Dead line / last date of submission of abstract / full paper to the organizers |  |
| 3. | Name of the society / organization |  |
| 4. | Cost of travel / boarding and lodging / fee including registration fee borne by ICAR / Institute / organizer / sponsor / self |  |
| 5. | Whether care has been taken that the publication will not leave to premature discloser in case filing of patent is envisaged | Yes/ No |
| 6. | Whether the issue of plagiarism has been taken care of | Yes/ No |
| 7. | Whether all minimum requirements including format, introduction, body, conclusion, works cited page, conventions’(grammar and spelling) etc. for submission of manuscript have been taken care of  | Yes/ No  |

I, Dr. /Mr/ Smt/ Ms …………………………………………………… certify that : (i) The data / results/ schemes/ ideas given in the abstract / paper is based entirely on the work of my /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)

Recommended 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/ JD/ PC/PD)

(Signature of the Head of the Institute )

**PME Cell Reference No……………………….**