



Mr. Abhishek Tandon,  
Deputy Director (Research)  
IMPRESS

Tel #011-26716690

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Indian Council of Social Science Research  
(Ministry of Human Resource Development)  
JNU Institutional Area, Aruna Asaf Ali Marg  
New Delhi – 110067  
Website: [www.icssr.org](http://www.icssr.org)

### SANCTION ORDER

F.No. IMPRESS/P2585/461/2018-19/ICSSR

Dated: 20-09-2019

The Registrar,  
Goa University,  
Taleigao, Goa-403206

Subject: Sanction of Impactful Policy Research in Social Science (IMPRESS) Research Project entitled "**Relationship between Green HRM Practices of Industry and Environmental Performance, Sustainability and Employee Health.**" under domain **Health and Environment** to Dr. R Nirmala.

Dear Sir/Madam,

1. The Indian Council of Social Science Research (ICSSR) considered the above Impactful Policy Research in Social Science (IMPRESS) research project submitted by **Dr. R Nirmala, Associate Professor, Department of Management Studies, Goa University, Taleigao, Goa-403206**. Co-Project Directors of the study are: NIL.
2. The study, as proposed by the researcher, is to be located at and financially administered by your institution as per the guidelines of this award.
3. The ICSSR has sanctioned a grant-in-aid of Rs. 9,00,000/- (Rupees Nine Lakhs Only) for the above research project and the grant will be released as follows:

First instalment	:Rs. 3,60,000/-
Second instalment	:Rs. 2,70,000/-
Third instalment	:Rs. 1,80,000/-
Fourth Instalment	:Rs. 45,000/-
<b>Publication cost*</b>	<b>:Rs. 45,000/-</b>
<b>Total</b>	<b>:Rs. 9,00,000/-</b>

Overhead charges over and above

5% or maximum Rs.1,00,000 : Rs. 45,000/-\*\*

\* ICSSR would publish it subject to recommendation by the expert and relevant Committees for the purpose, from the overall budget, so to be retained by the ICSSR .

\*\*will be released on successful completion of project after evaluation.

(The break-up budget approved by the ICSSR of Rs. 9,00,000/- is enclosed.)

The **First** installment of the approved grant-in-aid will be released after receiving the grant-in-aid bill duly filled in, stamped and signed by the Project Director as well as the affiliating organization. **(GIB already received).**

In case, the study involves survey research, the finalized schedules/questionnaires (2 copies) designed to elicit information should be sent to the ICSSR as per the following schedule:

- a) If the schedule /questionnaire for eliciting information is as per standard questionnaire, these will have to be sent to ICSSR immediately.
- b) If the schedule /questionnaire for eliciting information are to be designed afresh keeping in view the requirements of the project, these will have to be sent to the ICSSR within a period of six months in any case.



Relationship between Green HRM Practices of Industry and Environmental Sustainability and Employee Health  
Dr. R Nirmala

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S.No	Expenditure Head	Percentage Allocation to Total Budget of the Study	Actual Value as per the Study (In Rs.)
1	Research Staff Full time/Part-time/Hired Services	Not exceeding 45% of the total budget.	4,05,000
2	Fieldwork Travel/Logistics/Boarding, etc. Including Books/Journals	Not exceeding 35%	3,15,000
3	Equipment and Study Material Computer, printer etc. Source Material/Software and Data Sets, etc.	Not exceeding 10%	90,000
4	Contingency	Not exceeding 5%	45,000
5	Publication of Report*	5%	45,000
6	Total	100%	9,00,000
	Overhead Charges( over and above the total cost of the project)	5% or maximum Rs.1,00,000/- whichever is less	45,000

The five percent (5%) publication amount will be kept by the ICSSR for publication of the final report based on the recommendations of the Expert Committee constituted by the ICSSR.

#### ➤ Remuneration and Emoluments of Project Staff

a) Project staff could be engaged by the Project Director on a full/ part-time basis during the research work and the duration/consolidated monthly emoluments of their employment may be decided by the project director within the limits of the sanctioned financial allocation and as per the ICSSR rules. b) Research Associate @Rs.25, 000/- p.m. (Qualification – Post graduate in any social science discipline with minimum 55% marks and NET/SLET /M.Phil/Ph.D) c) Research Assistant @Rs.20, 000/- p.m. (Qualification-Ph.D./M.Phil./ Post graduate in social science discipline with minimum 55% marks d) Field Investigator @ Rs.15, 000/-p.m. (not exceeding 6 months) (Qualification-M.A with minimum 55% marks). e) Retrospective payment for work already done is not permissible

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#### ➤ Re-appropriation: The Project Investigator may with the permission of the Institution may re-appropriate expenditure from one sub-head to another (except publication of report) subject to a maximum of 10 % of the head which is being increased. If the study necessitates re-appropriation of beyond 10%, it may be done only after the approval of the ICSSR

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#### ➤ Selection of Research Staff should be done through an advertisement and a selection committee consisting of (1) Project Director; (2) One outside Expert (other than the institute where the project is located); (3) a nominee of the Vice Chancellor/Head of the Institution and (4) Head of the Department)/Dean of relevant faculty duly approved by the competent authority.

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#### ➤ For all field work related expenses of Project Director, Co-Director and project personnel, rules pertaining to affiliating institutes shall be followed.

#### ➤ All equipment and books purchased out of the project fund shall be the property of the affiliating institutions. On completion of the study, the Project Director shall submit an undertaking in this regard. The ICSSR, however, reserves the right to take charge of equipment and books, if it thinks it fit in a case.

#### ➤ Purchase of equipment/ assets for the research Project is permissible only if it is originally proposed and approved by the ICSSR and does not exceed the permissible amount.


Heads of Expenditure	Number	Months	Rate/Month	Amount
(c) Field Investigator	1	6	15000	90,000.0
2. Field Work	NA	NA	NA	2,00,000.0
3. Equipment and Study Material	NA	NA	NA	1,50,000.0
4. Contingency	NA	NA	NA	75,000.0
5. Workshops/Seminars is part of the Study	NA	NA	NA	75,000.0
<b>total</b>				11,90,000.0
Institutional overheads	NA	NA	NA	59,500.0
<b>total (Rs)</b>				12,49,500.0

#### ification of different heads of budget:

Research Staff	A full time research associate will be required to help in designing and implementation of the research proposal, as the study requires a lot of coordination with different organisations for collecting data, its analysis and interpretation.
Field Work :	A lot of leg-work may be required in data collection as the proposed study requires getting information from different organisations across the state of Goa
Equipment and materials :	A tablet PC with advanced features for clear video and audio recording, software for data analysis, and a good computer printer to take of communication needs

on Detail :



  
Dr. Abhishek Tandon  
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Indian Council of Social Science Research  
(Ministry of Human Resource Development)  
Aruna Asaf Ali Marg, New Delhi - 110067  
PABX: 26741849-S1 Fax: 91-11-26741976  
E-mail: [info@icssr.org](mailto:info@icssr.org) Website: [www.icssr.org](http://www.icssr.org)

File No. IMPRESS/P2585 /2018-19/ICSSR

Dated: 8<sup>th</sup> July, 2019

**Subject: Award Letter of IMPRESS Project**

Dear Dr. R Nirmala,

please refer to your project grant under the IMPRESS Scheme:

**Title:** Relationship Between Green HRM Practices of Industry and Environmental Performance, Sustainability and Employee Health

**Budget Approved:** Rs.900000 /- plus overhead charges @5% or maximum of Rs. 100,00/- whichever is less for the study including publication.

**First Instalment:** 40% of the awarded grant, detailed Budget in break-up will be sent along with the sanction order.

The above has been approved by the Competent Authority on the recommendations of the Steering Committee.

You are requested to commence the study immediately. You are required to give an undertaking on a non-judicial stamp paper of Rs. 100/- (copy enclosed), and send us the grant-in-aid bill (copy enclosed) of 40% of the awarded grant. All Payments and Transfers are to be done through EAT module hence the institution has to open a dedicated account for all IMPRESS Receipts (Projects and Seminars)

You are once again required to go through the eligibility criteria in the guidelines and make sure you fulfil them in all respect both in case of individual and institution. In case you have awarded a project under IMPRESS and sanction letter for the same has been issued you are requested to continue with earlier sanction and inform accordingly. This award in that case will not stand operational. In case you have already been awarded a project and sanction letter has not been issued you may make an option between the two awards and inform us clearly which project you would like to start. If there is any change in terms of original proposal you need to clarify and take approval from ICSSR in the beginning itself.

Kindly send us all the desired documents (**attached herewith**) to the undersigned within **seven days** to enable us to issue the formal sanction order as per the checklist enclosed.

With best regards,

Yours sincerely,

(Abhishek Tandon)

Dr. R Nirmala  
Associate Professor  
Dept. of Management Studies  
ioa University

## RDRM FORM A1

INFORMATION OF SANCTIONED PROJECT AND APPROVAL FOR IMPLEMENTATION  
(REQUEST FOR VICE CHANCELLOR'S APPROVAL)

1. Project Title and sanction letter no. Relationship between green HRM practices of Industry & Env'tal perf, sustainability & Employee Health.
2. Funding agency: ICSSR - IMPRESS.
3. Department: Goa Business School.
4. Principal Investigator: Dr. R. Nimmla
5. Co-Investigator (if any): —
6. Duration of Project: 2 years.
7. Total amount of the project: 9,00,000/- + 5% Overheads.
8. Sanctioned Sub Heads and amount: Not yet given (to be given in sanction order)
  - a) Manpower:
  - b) Chemicals/Consumables:
  - c) Contingency:
  - d) Travel:
  - e) —
9. Overhead: 5% 45,000/-.
10. Number and Designation of research staff:
11. Terms and Conditions
  - a) Dates of submission of Report: —
  - b) Dates for submission of utilization certificate: —
12. Yearwise break-up of sanctioned amount: Not given yet.
13. Plan of utilization of sanctioned grant over the year: (use additional sheet)

Nimmla  
Project Investigator

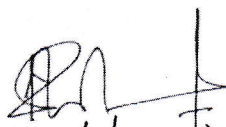
Date: 22/7/2019.

[Signature]  
HOD Vice Dean (Research)

Date 22/7/19

## FOR USE OF RDRM

1. Project No. GU/D-RDRM/ICSSR-IMPRESS/RN/Management/18/2018-19.
2. Overhead expenditure sanctioned: Rs. 45,000/-
3. Mode of submission of utilization certificate (Half Yearly/ Yearly) —
4. Details recorded in
  - a) Section III
  - b) Finance Office
  - c) RDRM

  
23/7/2019

(FOR USE BY VICE CHANCELLOR)

  
Vice-Chancellor

Date: 23/7/19





## GFR 12 – A

[(See Rule 238 (1))]

### FORM OF UTILIZATION CERTIFICATE FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION

UTILIZATION CERTIFICATE FOR THE YEAR...2019 – 2020 in respect  
of recurring/non-recurring  
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

1. Name of the Scheme... **ICSSR - Impactful Policy Research in Social Science (IMPRESS).**
2. Whether recurring or non-recurring grants **Non Recurring**
3. Grants position at the beginning of the Financial year
  - (i) Cash in Hand/Bank Nil
  - (ii) Unadjusted advances Nil
  - (iii) Total
4. Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl. No. 3 (iii)]	Interest Earned thereon	Interest deposited back to the Government	Grant received during the year			Total Available funds (1+2-3+4)	Expenditure incurred	Closing Balances (5-6)
1	2	3	4			5	6	7
			Sanction No. (i)	Date (ii)	Amount (iii)			
nil	NA	NA	First instalment		3,60,000 ✓	3,60,000 ✓	81,353 ✓	2,78,647 ✓

Component wise utilization of grants:

Grant-in-aid-General	Grant-in-aid-Salary	Grant-in-aid-creation of capital assets	Total
6,353 ✓	75,000 ✓	nil	81,353 ✓

Details of grants position at the end of the year

- (i) Cash in Hand/Bank 2,78,647 ✓
- (ii) Unadjusted Advances Nil
- (iii) Total Rs 2,78,647 ✓



Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing Instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- (vii) It has been ensured that the physical and financial performance under... (name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure – I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure – II duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure –II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

Signature

*Subhash KB*  
08/08/22  
Subhash KB

Name.....

Chief Finance Officer

Finance Officer  
(Head of the Finance)  
Goa University  
Taleigao Plateau,  
Goa - 403 206

(Strike out inapplicable terms)

Signature

*Shadeed*  
09/08/22

Name.....

Head of the Organisation

Registrar  
Goa University  
Taleigao Plateau,  
Goa - 403 206



**GFR 12 – A**

[(See Rule 238 (1))]

**FORM OF UTILIZATION CERTIFICATE  
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION**

UTILIZATION CERTIFICATE FOR THE YEAR...2020 – 2021 in respect  
of recurring/non-recurring  
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

- Name of the Scheme... **ICSSR - Impactful Policy Research in Social Science (IMPRESS).**
- Whether recurring or non-recurring grants **Non Recurring**
- Grants position at the beginning of the Financial year
  - Cash in Hand/Bank 2,78,647
  - Unadjusted advances Nil
  - Total 2,78,647
- Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl. No. 3 (iii)]	Interest Earned thereon	Interest deposited back to the Government	Grant received during the year			Total Available funds (1+2-3+4)	Expenditure incurred	Closing Balances (5-6)
1	2	3	4			5	6	7
			Sanction No. (i)	Date (ii)	Amount (iii)			
2,78,647	NA	NA	Second instalment	26.3.21	2,70,000	5,48,647	3,16,650	2,31,997

Component wise utilization of grants:

Grant-in-aid-General	Grant-in-aid-Salary	Grant-in-aid-creation of capital assets	Total
2,400	2,25,000	89,250	3,16,650

Details of grants position at the end of the year

- Cash in Hand/Bank 2,31,997
- Unadjusted Advances Nil
- Total Rs 2,31,997



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Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- (vii) It has been ensured that the physical and financial performance under..... (name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure - I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure - II duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure -II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

Signature

*[Signature]*  
Subhash KB

Name.....

Chief Finance Officer

(Head of the Finance)

Finance Officer  
Goa University  
Taleigao Plateau,  
Goa - 403 206

Signature

*[Signature]*  
09/08/22

Name.....

Head of the Organisation

Registrar  
Goa University  
Taleigao Plateau,  
Goa - 403 206

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(Strike out inapplicable terms)





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## GFR 12 – A

[(See Rule 238 (1))]

FORM OF UTILIZATION CERTIFICATE  
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATIONUTILIZATION CERTIFICATE FOR THE YEAR 2022 – till date in respect  
of recurring/non-recurring  
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

- Name of the Scheme... **ICSSR - Impactful Policy Research in Social Science (IMPRESS)**.
- Whether recurring or non-recurring grants **Non Recurring**
- Grants position at the beginning of the Financial year
  - Cash in Hand/Bank 2,31,997 ✓
  - Unadjusted advances Nil
  - Total 2,31,997 ✓
- Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl. No. 3 (iii)]	Interest Earned thereon	Interest deposited back to the Government	Grant received during the year			Total Available funds (1+2-3+4)	Expenditure incurred	Closing Balances (5-6)
1	2	3	4			5	6	7
			Sanction No. (i)	Date (ii)	Amount (iii)			
2,31,997 ✓	NA	NA	Third instalment	27.5.22	1,80,000	4,11,997 ✓	4,11,997 ✓	nil

Component wise utilization of grants:

Grant-in-aid-General	Grant-in-aid-Salary	Grant-in-aid-creation of capital assets	Total
2,61,247 ✓	1,50,000 ✓	750 ✓	4,11,997 ✓

Details of grants position at the end of the year

- Cash in Hand/Bank nil
- Unadjusted Advances Nil
- Total nil



Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
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- (vii) It has been ensured that the physical and financial performance under ..... (name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure - I duly enclosed.
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- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure -II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

Signature

Name

Chief Finance Officer

(Head of the Finance)

Finance Officer  
Goa University  
Taleigao Plateau,  
Goa - 403 206

(Strike out inapplicable terms)

Signature

Name

Head of the Organisation

Registrar  
Goa University  
Taleigao Plateau,  
Goa - 403 206