

**F. No. 18015/15/2004-IDSP
National Centre for Disease Control
Integrated Disease Surveillance Programme**

22, Sharnath Marg,
Delhi-110054
Dated: 14 March 2016

Sub: Revised budget for Field Epidemiologists Training Programme (FETP) under IDSP.

Sir,

Refer to our communication of even number dated 24/8/2015, conveying a revised budget of Rs.16, 91,680 for the two weeks Field Epidemiologists Training Programme (FETP) under IDSP. Some calculation errors were noticed subsequently and the same has been rectified as detailed below:

S. No.	Budget Head	Proposed Norm for FETP (13 Days)	Amount (Rs.)
1	Travel Cost of Participants	As per the entitlements, subject to government norms)	5,00,000/-*
2	Honorarium (DA) to Trainee	Rs 700/- per participant per day	1,82,000/- (700 x 20 x 13)
3	Honorarium to guest faculty at Regional/State/ National level. Nominated by CSU.	Rs. 1500/- for 01 person and 02 days	3,000/- (1500 x 1 x 2)
4	Honorarium to External Resource Persons	Rs. 1500/-per person per day for 13 days**	39,000/- (1500 x 2 x 13 days)
5	Honorarium to In-house faculty per day	Rs 1000/- per person per day for 13 days**	26,000/- (1000 x 2 persons x 13)
6	Working Lunch	Rs. 350x(20 participants +8 faculties/ Assistants)x13 days)	1,27,400/- (350x28x13, subject to actual)
7 (a)	Accommodation for participants	Rs. 2000/participant/day x 20 persons x 13 days, subject to actual). This is the max. limit & subject to production of receipt(s)	5,20,000/- (2000 x 20 x 13, subject to actual)
7 (b)	Accommodation for two (2) external resource persons	Rs. 2000/participant/day x 02 persons x 13 days, (subject to actual). This is the max. limit & subject to production of receipt(s)	52,000/- (2000x2x13)
8	Incidental expenditure, photocopying, job aids, flip charts, LCD etc.	Rs. 300 per day per participants for 13 days, subject to keeping it to minimum.	78,000/- (300x20x13)
9	Venue Hiring	10,000/-	10,000/-
10	Institutional Overhead & for use of Institutional facilities	@ 10% of total training expenses	1,53,740/-
	Total Cost/Batch of 20 participants		16,91,140/-

Note:

*Travel as per the entitlement and subject to Government norms, however, travel cost has been taken tentatively as Rs. 5, 00,000/- for 20 participants.

**Subject to two lecturers/Guest faculty/day

- In-house Faculty: Faculty members of training institutions and attached clinical training site/District hospitals will be considered as In-house faculty.
- Guest Faculty: All other trainers/resource persons not failing under the above mentioned criteria will be considered as Guest Faculty.

Yours faithfully,


(Prakash Doval)

Administrative Officer
for Director

To,

1. All India Institute of Health & Public Hygiene (AIHH&PH), 110 Chittaranjan Avenue, Kolkatta-700073
2. B.M. Patil Medical College, Ahmedabad
3. B.M. Patil Medical College, Pune
4. B.M. Patil Medical College, Bijapur (Karnataka)
5. Government Medical College, Nagpur
6. National Institute of Health & Family Welfare (NIHFW), Munirka, New Delhi
7. School of Public Health, Post Graduate Institute of Medical Education & Research, Chandigarh-160012
8. PHFI, Institute for Studies in Industrial Development (ISID), Core Institutional area, Vasant Kunj, New Delhi – 110070
9. National Centre for Disease control, 22, Sham Nath Marg, Delhi - 110054

CC:

- Director (VBD/CCD), Ministry of Health & Family Welfare, Govt of India
- Director (NCDC)
- NPO (IDSP)