

# ICAR- Central Institute for Cotton Research

**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

The Director

**ICAR- Central Institute for Cotton Research**

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

**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 the permission may kindly be granted for submission of the same in the  
“ \_\_\_\_\_ ”  
national/international seminar/symposia/conference/others (to specify).

S. No.	Item	Particulars
1.	Date/Location/Venue of the symposium/seminar/conference etc. to be organized	
2.	Dead line/last date of submission of abstract/full paper to the organizers Original /extended	
3.	Name of the society/organization	
4.	Cost of travel/boarding & 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
8.	All pages of the office copy (to be retained in the PME files) of the manuscript have been signed by all of us and we shall be held solely responsible for the contents of the publication	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)

**PME Cell Reference No. ....**

**Date of Receipt .....**

Recommended and forwarded by the PME Cell In-charge

(Signature of the PME Cell In-Charge)

Approval of the Director

(Signature of the Head of the Institute)