CCRUM
RESEARCH POLICY
2025

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CCRUM

CENTRAL COUNCIL FOR RESEARCH IN UNANI MEDICINE
MINISTRY OF AYUSH, GOVERNMENT OF INDIA

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BACKGROUND

The Unani System of Medicine is a comprehensive medical system that offers a wide range of holistic healthcare services to address the promotive, preventive, curative, rehabilitative and rejuvenatory needs. The fundamentals, diagnosis and treatment modalities of the system are based on scientific principles and holistic concepts of health and healing. Unani medicine is being used for centuries, with a continuous tradition of acceptance and practice. However, Unani drugs & therapies need to be validated through an exhaustive research process based on standard scientific parameters, in order to spread the knowledge & benefits of Unani system of medicine to the people nationally and globally.

The Central Council for Research in Unani Medicine (CCRUM) is an apex autonomous organization functioning under the Ministry of Ayush, Government of India. Since its establishment in 1978, the CCRUM has been engaged in conducting scientific research on the applied as well as fundamental aspects of Unani medicine, through a network of 24 Research Institutes/Units and four (04) Co-location centers at reputed tertiary care Hospitals across the country. Consequently, over the past four decades of its existence, the Council has made significant strides in preclinical & clinical research, fundamental research, drug standardization, survey and cultivation of medicinal plants, and literary research. The Council's research programmes, including preclinical safety and pharmacology, clinical research, fundamental research, cultivation of Unani medicinal plants, preparation of compound formulations and their standardization, historical and literary research in Unani medicine are executed through Intramural and Extramural modes. The Council undertakes, coordinates, develops, disseminates and promotes research activities on scientific lines in Unani Medicine.

The Intramural Research (IMR) Policy was developed in the year 2013 by the CCRUM, in order to encourage its scientists for the formulation, submission and execution of research projects aimed at generating quality data for scientific validation of safety and efficacy of drugs/ therapies and other interventions including fundamental principles of Unani Medicine. The policy was approved by the Scientific Advisory Committee (SAC) and implemented at various Institutes/ Units of the Council. Over the years, the policy has enabled the scientists engaged in research at the Council's centres to carry out and complete their research projects in an estimated time frame through institutionalised funding. Research is an ever-changing field and the adoption of the latest ideas and innovations are integral to the development of any system. Simultaneously, during the implementation of the IMR policy at the peripheral centers of the Council, various issues and suggestions emerged, leading to the development of an updated version of the policy.

The Collaborative Research Scheme for research in Unani Medicine aims to promote and support research that enhance understanding of Unani medicine, its therapeutic potential and its integration into the mainstream healthcare system. This scheme is aligned with the broader objectives of promoting health research and scientific innovation.

The CCRUM has developed operative procedures and guidelines for the submission and evaluation of Expression of Interest (EoI) for collaborative research in Unani Medicine. These guidelines intends to facilitate high-quality research in field of Unani Medicine and provide a framework for interested researchers and institutions to submit EoIs for funding consideration.

Financial assistance is provided by way of grants to scientists / professionals who have a regular employment in the Universities, Unani Medical Colleges, Postgraduate Institutions, recognized Research and Development Laboratories and Industries, and Non-Governmental Organizations (NGOs). Proposals exclusively focusing on Unani Medicine in the form of EoI are considered. The current policy document will henceforth be referred to as CCRUM Research policy–2025.

VISION, MISSION, AND OBJECTIVES OF CCRUM

Vision

To strive for excellence and global leadership in the field of Unani Medicine by comprehensive research for quality assured and cost-effective products to prevent/ manage/ cure various diseases.

Mission

- To develop CCRUM into a dynamic, vibrant and model research organization for undertaking, coordinating, aiding and promoting research in Unani Medicine.
- To bring-up modern scientific knowledge technology to explore Classical Unani scientific treasure following prevalent scientific methods through inter disciplinary approach.
- To attain global leadership in research for treatment and prevention of emerging diseases of public health importance.

Objectives

1. To formulate aims and patterns of research on scientific lines in Unani Medicine.

2. To undertake any research or other related programmes in Unani Medicine including undergraduate, postgraduate and post-doctoral educational programmes in Unani Medicine.
3. To prosecute and assist in research, propagation of knowledge and experimental measures generally in connection with the causation, mode of spread, treatment and prevention of diseases.
4. To initiate, aid, develop and coordinate scientific research in different aspects, fundamental and applied aspects of Unani Medicine and to promote and assist institutions of research for the study of diseases, their prevention, causation, treatment, management and other remedial measures.
5. To provide technical and financial support for research for the furtherance of objectives of the Central Council.
6. To exchange information with other institutions, associations and societies interested in the objectives similar to those of the Central Council and specially in observation and study of diseases across the globe, East Asia and in India, in particular.
7. To establish, equip and maintain laboratories, libraries, institutions and other facilities necessary to fulfill the objectives of the Central Council
8. To prepare, print, publish and exhibit any papers, posters, pamphlets, periodicals, standard treatment protocols and books for furtherance of the objectives of the Central Council and to contribute to development of such literature.
9. To purchase, construct, maintain and alter any buildings, including for establishment of research laboratories, libraries or works necessary or convenient for the purpose of the Central Council.

10. To undertake and accept the management of any endowment or trust fund for donation, the undertaking or acceptance whereof may seem desirable.
11. To offer prizes and grant fellowship, scholarships, or financial assistance including travelling assistance in furtherance of the objectives of the Central Council.
12. To create administrative, scientific, technical and ministerial and other posts under the Society and to make appointments thereto in accordance with the rules and regulations of the Society.
13. To engage administrative, scientific, technical, ministerial and other staff under the project on contract basis in accordance with the procedure laid down by the Executive Committee.
14. To establish a provident fund and/or pension fund for the benefit of the Central Council's employees and/or their family members.
15. To organize and participate in national and international programmes in Unani Medicine.
16. To undertake R&D consultancy projects and transfer of patents on drugs and process to industry.
17. To undertake R&D projects sponsored by industries in Public/Private Sector.
18. To undertake International and Inter-agency collaboration.
19. To utilize results of research conducted and payment of share of royalties/ consultancy fees to those who have contributed towards pursuit of such research.
20. To enter into agreement with scientific agencies of other countries for exchange of scientists, study tours, training in specialized areas, conducting joint projects etc.

21. To provide technical assistance to Govt./Private agencies in matters consistent with the activities of the Council.
22. To collaborate with, Government of India, in Research and Scientific Institutions, Academics in achieving its objectives.
23. To constitute Management Committees consisting of eminent Scientists/Physicians to monitor the R&D activities and suggest remedial measures for the improvement of activities of the Central Council as well as all Research Institutes of the Council.
24. To do all such other lawful things either alone or in conjunction with others, as the Central Council, may consider necessary or as being incidental or conducive to the attainment of the above objectives.
25. To evolve an integrated system of Indian System of Medicine (ISM) in coordination with other systems of medicines.

Prerequisites for Meeting the Objectives of CCRUM

Specialised Skill Development: It is important for the researchers across all Peripheral Institutes of CCRUM to upgrade the quantitative and qualitative research method skills periodically. Capacity building through trainings on knowledge, skills and attitude of scientists as well as personality development etc so that the researchers may adopt latest research techniques/tools in their work.

Upgradation: Efficient and specific basic infrastructure such as modernization of laboratories, hospitals, up-gradation of existing facilities, equipment and instruments need to be in place for taking up the research projects.

Collaboration/ Integration: To achieve universally acceptable outcomes, networking among researchers, National and International research bodies, academia, industry, policy makers are essential.

CCRUM has adopted following research schemes for conducting quality research in Unani Medicine

1. Intra-Mural Research Scheme
2. Collaborative Research Scheme at National Level
3. Collaborative Research Scheme at International Level

INTRA-MURAL RESEARCH SCHEME

1. AIMS AND OBJECTIVES

The aims and objectives of IMR policy are as follows:

(i) Identification, standardization and quality control of single and compound drugs and development of SOPs for formulations.

(ii) Survey and cultivation of medicinal plants to ensure availability of genuine raw Unani drugs.

(iii) Documentation and validation of folk medicinal claims.

(iv) To undertake In-silico/ computational studies on Unani formulations

(v) To undertake preclinical studies for safety, toxicity and efficacy evaluation of Unani formulations

(vi) To conduct prevalence studies on priority areas

(vii) To conduct clinical studies especially on new emerging diseases, where conventional system of medicine has little to offer.

(viii) To conduct mechanistic preclinical/ clinical studies on Unani formulations/ therapies

(ix) To conduct fundamental research studies in the field of "Omics" to validate the basic concepts of Unani Medicine

(x) Validation of clinical efficacy/safety of Unani classical/ pharmacopoeial formulations including adjuvant therapy and validation of *'Ilāj bi'l Tadbīr* (Regimenal Therapy).

(xi) Validation of Unani dietary formulations/ recipes (Unani Aahar/Unani Nutraceuticals)

(xii) To conduct literary and theoretical research in Unani Medicine including philosophy of medicine, and critical review, editing and translation of classical texts.

(xiii) To explore new disease indications of existing pharmacopoeial drugs.

(xiv) To identify areas of promising early-stage research including analytical review, preclinical research, pilot studies and observational research.

(xv) To introduce systems for facilitating the replication of published results and validation of research products.

(xvi) To preserve and validate classical diagnostic methods, such as *Nabḍ* (pulse) examination.

(xvii) To conduct systematic review/ meta analysis of various studies conducted in the field of Unani Medicine.

2. PRIORITY AREAS OF RESEARCH

The primary goal of research at the Council is to develop new drugs as well as validate traditional Unani therapies and drugs by adopting appropriate modern research methodology and technology, without compromising the system's traditional essence. To achieve this goal, the Council has identified the following priority areas of research:

2.1 Fundamental Research

Scientific validation of fundamental concepts, basic principles and theories of Unani Medicine, such as:

i. Studies on theory of *Akhlāṭ* (Humours), *Mizāj* (Temperament) and other *Kulliyāt-i Ṭibb* (Fundamentals of Unani Medicine)
ii. Molecular and genetic co-relation studies to understand *Mizāj* (temperament) of patients, disease, diet (Unani Aahar), therapies and drugs
iii. Expression of *Mizāj* (temperament) and molecular/ genetic/ epigenetic correlation in different individuals, including healthy volunteers and diseased population, for understanding biomolecule-temperament relationship, required for personalized medicine, in order to promote and preserve health, and to optimize the effectiveness of treatments by considering the unique genetic factors and lifestyle modifications that influence an individual's health and response to therapy.
iv. Studies on *Nabḍ* (Pulse)

2.2 Literary Research

Literary and theoretical research in Unani Medicine for scientific documentation and development of database

i. Survey, collection, collation, editing, elucidation, digitization, compilation and printing of manuscripts and rare books of Unani System of Medicine
ii. Critical review, translation, subject-wise compilation and publication of classical literature of Unani System of Medicine
iii. Collection, analysis, review and dissemination of research findings

2.3 Drug Research

Ethno-medicinal Research:

i. Survey and documentation of medicinal plants/ cultivation and collection practices, digitization of herbarium and DNA barcoding for medicinal plants.
ii. Phytochemical and pharmacognostic studies of Unani drugs

Drug Standardization Research:

i. Establishment of *Mizāj* (Temperament) of newly identified drugs and their inclusion into the Pharmacopoeia after proper verification of therapeutic claims
ii. Standardization and quality assurance of single and compound Unani drugs
iii. Development of SOPs for manufacturing of compound Unani drugs
iv. Development of SOPs on methods of preparation of Kushtās (Calx) and their standardization

Unani Pharmaceutical Research:

i. Pharmacological studies: preclinical safety, toxicity and efficacy evaluation, drug interaction, bioavailability and dose determination studies of Unani drugs as per standard guidelines
ii. Pharmacokinetics and Pharmacodynamics (PK/PD) Studies
iii. Reverse Pharmacology:
    - ❖ Molecular level based mechanisms of action of Unani drugs
    - ❖ Demonstrating therapeutic efficacy of Unani drugs by developing multi-targeted bio-assays system

iv. Development of new dosage forms for classical Unani formulations, as per need and requirement
v. Stability & Shelf-life studies of Unani drugs
vi. Development of experimental (in vivo & in vivo) models for preclinical research
vii. Developing organ-specific immunomodulators
viii. Co-opting nano techniques for Unani formulations

2.4 Clinical Research

Clinical safety & efficacy studies of Unani drugs, therapies, interventions & approaches/ treatment modalities for public healthcare in the following priority areas:

Broad Areas

Clinical validation of Unani Classical/ Pharmacopoeial drugs

New Drug Development:

Clinical research on newer medicinal plants of Indian origin for various disease conditions

New indications of classical formulations (when indication is changed with some clinical experience)

Clinical studies with new combinations of a few single drugs derived from claims of Physicians including traditional healing practices/folk claims

Modified drug dosage forms/ dosing frequency/ duration of treatment of the existing classical drugs, e.g. sugar-free capsules or granules in place of Khamīrās

Clinical validation of various modes of 'Ilāj bi'l Tadbīr (Regimenal Therapy)

Development of SOPs and clinical validation of Munḍij-Mushil (concoctive and purgative) therapy

Adjuvant Therapy: Clinical studies of Unani drugs/ therapies as Add on/ adjuvant therapies to standard conventional treatments, including cancer chemotherapy, anti-tuberculosis (ATT) drugs, anti-retroviral drugs, epileptic drugs, etc. to counter adverse effects of conventional medicines, and to improve quality of life of patients.

Promotive and Preventive Healthcare

Research & Development in Unani Diagnostics: Standardization, validation and optimization of Unani diagnostics, by applying modern scientific tools and technologies for greater accuracy, without compromising the unique holistic perspective of Unani System of Medicine

Epidemiological Research: to investigate health patterns, causes, and outcomes in populations, with the aim of influencing public health policies, guiding clinical practices, and informing preventive measures

Geriatrics Care: To conduct clinical research for improving health & quality of life, reducing disability, and preventing or delaying age-related disease processes in older individuals

Co-opting artificial intelligence, machine learning for various diagnostic and treatment, modalities and procedures

Any other areas found to be important from time to time, including endemics, epidemics, etc.

Prioritized Disease Conditions/Areas

2.4.1 First Line Priorities

i. Skin Diseases

- *Baraṣ* (Vitiligo)
- Taqashshur al-Jild (Psoriasis)
- *Nār Fārsī* (Eczema)

- *Buthūr Labaniyya* (Acne vulgaris)
- *Qūba* (Ringworm) etc.

ii. Musculoskeletal Disorders

- *Waja' al-Mafāṣil*, including rheumatoid arthritis and osteoarthritis etc.

iii. Clinical Validation of *'Ilāj bi'l Tadbīr* (Regimenal Therapy)

- *Ḥijāma* (Cupping Therapy)
- *Ta'līq al-'Alaq* (Leech Therapy)
- *Faṣd* (Venesection) and
- Other regimens.

iv. Mental Health & Cognitive Disorders (Neurological/ Psychosomatic Disorders):

- *Nisyān* (Lack of memory/ amnesia)
- Alzheimer's disease)
- (Depression)
- Substance abuse, digital addiction etc.

v. Gastrointestinal Disorders

- Waram al-Kabid (Hepatitis)
- Qarḥa Haḍmiyya (Peptic ulcer)
- Mutalāzima Qūlūn-i-Mutahayyaj/ Ishāl-i-Dimāghī (Irritable bowel syndrome)
- Iltihāb al-Qūlūn Qurūḥī (Ulcerative colitis)
- *Bawāsīr* (Haemorrhoids) etc.

vi. Non-Communicable Diseases (NCDs)/ Lifestyle Disorders

- *Dhayābīṭus* (Diabetes mellitus)
- Ḍaght al-Dam Qawī (Hypertension)
- Ischaemic heart disease
- Dyslipidaemia
- Chronic obstructive pulmonary disease (COPD)

- Siman Mufriṭ (Obesity)
- *Niqris* (Gout) etc.

vii. Respiratory Diseases

- Iltihāb al-Shu‘ab Muzmin (Chronic bronchitis)
- *Zeeq un Nafas* (Bronchial Asthma)
- *Shahīqa* (Whooping cough)
- Iltihāb Tajāwīf al-Anf (Sinusitis) etc.

viii. Gynaecological Diseases

- Sayalān al-Raḥim (Leucorrhoea)
- Postmenopausal syndrome etc.

ix. Uro-genital Diseases

- Male Sexual disorders, including *Ḍu‘f al-Bāh* (Sexual debility), *Sur‘a al-Inzāl* (Premature ejaculation), *Jarayān* (Semenorrhoea), *Qilla al-Manī* (Decreased quantity of semen), etc.
- *Qilla al-Nuṭāf* (Oligospermia)
- Chronic urinary tract infection
- *Ḥaṣā al-Kulya* (Nephrolithiasis) and *Ḥaṣā al-Mathāna* (Vesical calculus)
- *Suqūṭ Kulwī* (Renal failure) etc.

x. Maternal & Child Health

- *Faqr al-Dam* (Anaemia) etc.
- Problems related to pre-natal and post-natal care

xi. Supportive/Adjuvant Therapy

- Supportive/ adjuvant therapy to standard conventional drugs, including anti-tuberculosis (ATT) drugs/ cancer chemotherapy/ anti-retroviral (Anti-HIV) drugs, antiepileptic drugs, etc. for preventing the toxicity of these allopathic drugs

- Adjuvant therapy to improve quality of life (Qol) in terminal HIV/AIDS and cancer patients

xii. Newly Emerging Disorders

- Dengue fever
- Chikungunya etc.

xiii. Geriatrics Care

- Alzheimer's disease
- Parkinson's disease
- *Ḍu'f al-A'ṣāb* (Peripheral neuropathy)
- *Sakta*/ *Ḍarba* (Stroke)
- Degenerative joint disease
- Osteoporosis
- Osteomalacia
- Urinary incontinence
- Sexual dysfunction
- Senile purpura
- Anemia in the elderly
- Depression in old age
- Nutritional deficiency in old age
- Preventing diseases and promoting health in old age, including preventive activities and risk factor management
- Rehabilitation in old age: Rehabilitation of stroke in the elderly, rehabilitation of specific diseases – parkinsonism, paraplegia, fracture neck of femur, acute and chronic arthritis, low back pain

2.4.2 Second Line Priorities

i. Musculoskeletal Disorders

- Osteoporosis

ii. Skin Diseases

- *Qūba* (Ringworm)
- Cosmeto-therapeutics

iii. Neurological Disorders

- *Qalaq 'Uṣābī* (Anxiety neurosis)
- *Ṣar'* (Epilepsy)
- *Laqwa* (Bell's palsy)
- *Fālij* (Paralysis)
- Parkinsonism
- Alzheimer's

iv. Gynaecological and Obstetric Diseases

- Iltihāb 'Unuq al-Raḥim (Cervicitis)
- Chronic dysfunctional uterine bleeding (DUB)

v. Clinical Validation of Regimenal Therapies in Various Diseases

- *Naṭūl* (Douche)
- *Takmīd* (Fomentation)
- *Ḥamām* (Baths)
- *Dalk* (Massage)
- *Ābzan* (Sitz bath)
- *Riyāzat* (Exercise)

vi. Dental Problems

- *Waram-i-Litha* (Gingivitis)
- *Dhahāb Mā' al-Asnān* (Teeth hypersensitivity)

vii. Other Diseases

- 'Iẓam al-Ḥamīd fi'l Gudda-i-Madhī (Benign prostate hypertrophy)
- Amrāḍ Ghudda-i-Darqiyya (Thyroid disorders)
- *'Uqr* (Infertility)
- Health conditions originating due to radiation, environmental pollution and climate change

- Any other disease area of importance

3. CATEGORIES OF IMR SCHEMES FOR PROJECT DEVELOPMENT/ALLOTMENT

The IMR policy of CCRUM will be operative under the following schemes:

3.1 SCHEME-I

- IMR projects under Scheme-I will be conceptualized at CCRUM Headquarters, and these projects will have centralized funding. The design/protocol of the study will be formulated at Headquarters level in consultation with interdisciplinary experts, Principal Investigators and Co-Investigators. The study design and conduct should follow the standard research guidelines in the identified areas of research. These studies may be single-centric/multi-centric trials and monitoring will be done through CCRUM headquarters.

- The Study Protocols/ proposals will be approved by DG, CCRUM after a three tier review process i.e., i) Internal review by the Internal Multi-disciplinary Research advisory committee (IMRAC) at the Institute followed by the Internal Research Committee (IMR-IRC) at Headquarters ii) External review by concerned subject experts/ Research Subcommittees iii) Scientific Advisory Committee (SAC). Once the project is approved by the SAC, it will be placed before the Institutional Ethics Committee (IEC), or Animal Ethics Committee (as applicable). There will be no separate

fund allocation for each centre, but the studies will be funded centrally. Monitoring of the ongoing research projects shall be conducted on regular basis by internal monitoring committee as well as committees, e.g. Data Safety Monitoring Board (DSMB) & Institutional Review Board (IRB)/Ethical Committee (EC). Recommendations of the IRB/EC for satisfactory/ unsatisfactory progress of the study shall be placed before the SAC for the decision. SAC will be having full authority for discontinuation of any project on the recommendation of DSMB/IRB/EC. Manuscript of the study of single-centric/multi-centric trials shall be sent for publication in peer reviewed journal(s) by the Principal Investigator(s) after prior approval of DG, CCRUM.

3.2 SCHEME-II

- IMR projects under Scheme-II will be drafted by the Scientists of the Peripheral Institute/Unit/Centre and will be approved by DG, CCRUM after a three tier review process i.e i) Internal review by the Internal Multi-disciplinary Research advisory committee (IMRAC) at the Institute followed by a the Internal Research Committee (IMR-IRC) at Headquarters, ii) External review by concerned subject experts/ Research Subcommittees, iii) Scientific Advisory Committee (SAC). Once the project is approved by the SAC, it will be placed before the Institutional Ethics Committee (IEC), or Animal Ethics Committee (as applicable) for conducting the study either single-centric/multi-centric.

- Scientists from the Institute and Unit who are regular employees of CCRUM and who are not superannuating during the proposed study period are eligible to become the Principal Investigator. The study design and conduct should follow the standard research guidelines in the identified areas of research. The Principal Investigator will be one of the scientists from the study team at the institute/unit who contributed to drafting the protocol, and shares responsibility for its successful completion, including publication and proper utilization of funds. Funds will be provided to the In-charge of the Regional Institute/ Unit to which the Principal Investigator belongs. Monitoring will be done through CCRUM headquarters.

- The Institutes and units under CCRUM to be considered for projects under this scheme should have adequate infrastructure to pursue the research project(s) and in case, such facilities are not available, the same must be reflected in the project proposal to develop the required facilities for upgrading the laboratories of the Institute or otherwise may be outsourced through accredited laboratories with justification. The tenure of a project will be maximum for a period of three years. Extension of the project may be given subject to approval of SAC, on the recommendation of Internal Research Committee (IMR-IRC) at Headquarters.

3.3 SCHEME-III

- Under IMR scheme-III, the Council's scientists may collaborate with reputed institutions for research in the identified areas (specifically based on the facilities which are not available in the respective Institutes). The Study Protocols/ proposals will be approved by DG, CCRUM after a three tier review process i.e., i) Internal review by the Internal Multi-disciplinary Research advisory committee (IMRAC) at the Institute followed by a the Internal Research Committee (IMR-IRC) at Headquarters, ii) External review by concerned subject experts/ Research Subcommittees iii) Scientific Advisory Committee (SAC). Once the project is approved by the SAC, it will be placed before the Institutional Ethics Committee (IEC), or Animal Ethics Committee (as applicable).

- Funds will be provided to the In-charge of the Institute/ Unit or to the In-charge of Collaborating Institute as per the requirement of the study. These IMR projects may be conducted in collaboration with other institutes of scientific repute to generate data on the safety, toxicity, heavy metals, pesticide residues, microbial load, standardization, and quality control of Unani drugs and raw materials, and to provide evidence-based support for the efficacy of Unani drugs and therapies. In these studies, the regular employee of the Council will be one of the investigators and monitoring will be done through CCRUM Headquarters. The equipment and instruments procured through the projects will be the property of the Council. Interim analysis can be conducted on the recommendation of IMR-IRC, and if the results as per

the objectives of the study showed required statistical significance, then the study can be concluded pre-maturely with a credit to the Principal Investigator. The Director General is authorized to invite any expert(s) as special invitee(s) besides above as per need of the study.

4. IMPLEMENTATION OF THE GUIDELINES:

The IMR Policy will be implemented at all Peripheral Institutes/Centres of the Council. The guidelines for implementation of the policy are as follows:

- Depending upon the core strength and the current manpower, each centre of the Council should identify areas of priority out of those mentioned in the policy document.
- The centres should mainly focus on research activities in the identified areas.
- The Scientists working at the Council's centres should be exposed to need-based trainings to undertake clinical research and experimental activities in these areas. The training and awareness programmes should cover Research Methodology (Clinical as well as Experimental), Good Clinical Practices (GCP), Ethics, etc**.** Administrative and financial trainings for its staff for the smooth functioning of the projects shall be organised whenever required.
- Equipment, infrastructure and manpower can be procured for the activities in the identified areas.
- The CCRUM Headquarters/ its peripheral institutes & units will make efforts to develop a well-structured mechanism, so that quality proposals can be submitted for funding.
- For validation of the fundamental concepts of Unani Medicine, such as *Akhlāṭ*, (Humours), *Mizāj* (Temperament), etc., researchers should develop proposals for studies on healthy

individuals, on diseased population, and in basic sciences for understanding biomolecule-temperament relationship. Aspects of genomics, metabolomics and proteomics, etc in understanding concepts of Unani Medicine and its role in maintaining health, prevention of diseases should be explored. These proposals can be collaborative in nature where more than one centres of the CCRUM or other institutes engaged in genomics related studies are involved.

- Joint proposals may also be encouraged at different centres of the Council, which have specified research facilities, e.g. preclinical, clinical, etc.
- Emphasis on drug standardization covering all its aspects should be given in the projects.
- The funds shall be released to the peripheral institutes that has submitted the proposal. However, the Principal Investigator (PI) will be given sufficient funds for contingency expenses.
- Scientists should publish research findings as early as possible.
- While formulating projects, efforts should be made to work on a new idea/ concept/ hypothesis, so that innovation becomes the 'hallmark' of the centre.

5. ELIGIBILITY CRITERIA

5.1 Eligibility

Only Research Officers and higher-level scientific staff who are regular employees of the CCRUM are eligible to apply for IMR Projects**.** However, Council's Scientists may collaborate with other Institutes as per project requirement and these projects will be considered by the CCRUM as per procedure. In such cases, the Council's Scientists shall be the PI of the project.

5.2 Infrastructure

The Principal Investigators submitting a clinical research project under IMR scheme must ensure that their institute has adequate infrastructure in that area of research, including OPD, IPD (wherever required) and laboratory facilities for bio-chemical, pathological, radiological and other related investigations supported with necessary equipment and instruments relevant to the project, as well as prevalence of the disease condition to be studied.

In case of non-clinical research, including drugs standardization, and safety & toxicity studies of the drugs, adequate laboratory facilities and animal house should be in place to conduct the study. It may be noted that no major equipment/instruments will be permissible under IMR project.

In case such facilities are not available, the same requirement must be reflected in the project proposal or may be outsourced through accredited laboratories. The investigators may also carry out projects in collaboration with reputed academic/research institutions.

5.3 Investigators of the Project

There will be one Principal Investigator (PI) and at least one Co-Investigator (Co-I) from the participating institute, with a maximum of three Co-Investigators per project per centre, as per the requirement of the project. Their roles should also be well-defined in the project.

For multi-centric studies, a group of Principal Investigators (PIs) from two or three peripheral institutes of the Council may

collaborate to submit the proposal after consulting with each other, and the nodal centre will be decided by the Council Headquarters. After approval of the project, the PI(s) of concerned institutes should obtain a duly signed hard and soft copy of the approved project proposal, along with CRFs and formats from the respective institutes.

5.4 Age of PI

- There is no minimum age for PI; to serve as Principal Investigator or Co- Investigator.
- A Principal Investigator (PI) can apply for a research project under the IMR scheme at least 3½ years before attaining the age of superannuation, for projects of 3 years duration. Similar restriction will be applied to projects of different durations, and PIs must ensure the completion of the project prior to their superannuation.

5.5 Role of Principal Investigator (PI) and Co-Investigator (Co-I)

- The roles of PI and Co-I should be well-defined in the project.
- The Co-Investigator will be responsible for contributing in any way necessary as required by the PI.
- A Co-Investigator from outside the Council may also be included in the project based on the need of the project.

5.6 Change of Principal Investigator (PI)

- Principal Investigators are encouraged to have at least one Co-Investigator (Co-I) in the project from Institute/Center, so that the Co-I can handle the responsibilities during leave/absence of the PI. However, in one study there should not be more than three Co-Is.

- If for any reason, the PI leaves the project, an eligible Co-Investigator could be considered as the PI subject to recommendation of the PI and the Head of the Institute. Such a request should be sent well in advance, for approval of the Council along with consent of the Co-I that he/she agrees to carry out the project as per the terms and conditions of the project.
- In case the PI is shifting to any other institute, the Co-investigator could be made PI or the project could be transferred to the new institute with the mutual agreement of both institutions and prior approval of the Council.
- If for any reason the Co-I is required to be changed, prior approval of the Institute and the CCRUM Headquarters is mandatory.
- The host Institution has an important role to play in the above contract. The Institute/ Principal Investigator will have to inform the Council, of any change, and in consultation with the Council, take steps to ensure successful completion of the project before relieving the original Principal Investigator. Approval of DG, CCRUM for this change is required.

5.7 Number of Projects with the PI

- Under normal conditions, a PI should only be implementing a maximum of five IMR research projects (across all IMR Schemes) funded by the Council, at a given time point.

- While submitting a research project, the PI should provide details of all the research projects (completed and ongoing) under the IMR Scheme, or any other scheme of Government of India or any other organization.

- If a PI has five ongoing research projects under the IMR scheme, further research proposal from him/ her will not be considered. A new research proposal can only be entertained if the IMR-Project Evaluation & Monitoring Committee (IMR-PEMC) finds that the ongoing research projects are on the verge of completion.

6. METHODOLOGY AND APPROACH

6.1 Statutory, Ethical and Research Guidelines

- The research in any priority area should be undertaken in accordance with the existing regulatory guidelines.
- The clinical trials should follow the statutory, GCP, ethical and research guidelines prevalent in India.
- The clinical trials on new drugs should be undertaken as per the guidelines prescribed by the Ministry of Ayush, Government of India.
- Pilot studies may be conducted in initial phase to establish the baseline data and to ascertain the feasibility of the study.
- Protocols will be developed as per standard guidelines. Parameters related to the philosophies and theories of Unani Medicine will be given due importance in formulating the protocols for the studies. Sample size in each trial will be decided taking all necessary factors into consideration, and a biostatistician will be consulted for the development of the protocols.
- The Study protocols should be discussed with the scientists of different disciplines engaged in clinical research, and it should be approved by the Institutional Multi-disciplinary

Research Advisory Committee (IMRAC) before submitting the proposal to the Council for approval.

- After approval by the Council, ethical clearance for conducting the study should be obtained by the IEC or IAEC (as applicable).
- The clinical trial should be registered with Clinical Trial Registry of India (CTRI) prospectively, i.e. before the recruitment of the first patient in the trial.
- In case of single centre studies, the Principal Investigator (PI) will be responsible to register the trial with the CTRI for the study.
- The multi-centric trials will be coordinated by Nodal Institute, identified by the Council Headquarters, and PI of the Nodal Institute/ coordinating centre will be responsible to register the trial with CTRI.
- The CCRUM Headquarters will facilitate all the prerequisites and requisites before and during execution of the trial.
- As per the requirement of the CTRI format, the sponsor may be mentioned as CCRUM Headquarters and the PI may be the person responsible for answering the scientific/public queries.

6.2 Quality Assurance & Safety/Toxicity of the Trial Drugs

- The standardized drugs (as per Unani Pharmacopoeial Standards) should be taken for the trial. The physical characteristics and passport data of the raw materials, along with the standard operating procedures (SOPs) for preparation, and certification of analysis for both the raw materials and the finished product should be properly documented.

- If Unani Pharmacopoeial Standards are not available for a particular formulation, then in-house standards may be developed by the Botany and Chemistry Sections at NRIUMSD, Hyderabad / RRIUM, Chennai, in collaboration with the concerned Sections at CCRUM Headquarters.

- If the trial drug is a new drug combination or new dosage form or new route of administration, then safety/toxicity studies should also be conducted at the Council's laboratories, or any other GLP/Government certified and NABL-accredited laboratories.

- In case the trial is double blinded and allocation concealment is done. Then labelling of the drug should be done accordingly. This will include Header as "Trial/Study Medication"; Name, place, date of manufacturing and expiry; Name, designation, official address and contact number of the PI; Instruction to use and storage; Emergency contact etc.

6.3 Procurement of Trial Drugs

The trial drugs for the projects will be manufactured and supplied by the Pharmacies of CCRUM Institutes of Hyderabad and Chennai.

6.4 When to Procure the Trial Drug(s)

- Upon receiving the sanction order for a particular project, the Principal Investigator (PI) or Nodal Officer (in case of a multi-centric study), through the Head of the Institute,

will submit the requirement of the trial drug(s), according to the authentic classical reference, dosage, packaging specifications, and the total quantity required, to the Head of the Institute responsible for supplying drug, under intimation to the Council Headquarters.

- If the project duration is >2 years, the PI must specify the batch size of the trial drug, along with the supply date, taking into account the shelf-life of the drug. However, all batches must adhere to the established quality standards.

6.5 Laboratory Investigations

- The Council's institutes and centres should have adequate facilities for laboratory investigations to execute the research project(s). If such facilities are not available, this should be clearly stated in the project proposal. Every effort should be made to develop the required facilities by upgrading the institute's laboratories, or the work may be outsourced, if needed. In such cases, codal formalities must be followed by inviting quotations from at least three NABL-accredited laboratories, or through a standard competitive process if three NABL-accredited laboratories are not available.

- In case of multi-center studies, the Principal Investigator (PI) of the nodal institute will be responsible for selecting a central laboratory, taking into consideration that the branches of such laboratory exist at the vicinity of all participating centres.

- The selected laboratory should undertake that it will not subcontract any of the investigations to ensure consistency and maintain quality control across all participating centers in this study. The methodology, chemicals/kits, equipment, and/or reference values for the investigations should be standardized and uniform across all centers.

6.6 Ethical Clearance

- Once the project is approved by the SAC, it is the responsibility of the Principal Investigator (PI) and the Head of the concerned Institute to convene a meeting of the IEC (Institutional Ethics Committee)/IAEC (Institutional Animal Ethics Committee) (as applicable) to obtain the ethical clearance. The IEC/IAEC approval should be communicated to the Council Headquarters before initiation of the project.

- Subsequently, if the Ethics Committee recommends any modifications in any component or modality of the project, the same will be incorporated under intimation to the Council Headquarters.

7. DURATION OF THE PROJECT

- The duration of a research project submitted under the IMR policy will be a minimum of three months and a maximum of 3 years. However, in exceptional cases, especially requiring long-term studies the maximum duration may be up to five years subject to recommendation of IMRAC/IRC / External Expert Committee / Research Sub-committee.

- An additional period of up to 1 year, including up to 6 months' each for preparatory & post project activities (with no additional costs) may be incorporated in the project proposal.

7.1 Extension of the Project

- Requests for project extension beyond the approved duration would not be entertained routinely. However, if interesting/important leads are emerging that require further follow-up, then a valid justification for an extension should be submitted by the PI three months before the expected completion of the project along with progress report, clearly mentioning the period of extension with justification and reasons why the project could not be completed within the stipulated sanctioned period.

- Duration of project, however, in any case should not exceed a maximum of 5 years, barring duration of logistical delay or unforeseen circumstances.

- The project duration may be extended with the approval of the DG, CCRUM, and there will be no need to send the request to the finance section if the extension is within the approved budget. If additional budget is required for the extended period, the PI must provide the relevant details along with a proper justification in the extension request, and the request must be approved by the Head of the concerned Institute before it is submitted for final approval by the finance section and DG, CCRUM .

7.2 Premature Termination of the Project

- During the course of the study, the Director General, CCRUM, may recommend for premature termination of the project on the grounds of technical/ financial/ ethical issues, or that the project is not in accordance with the established guidelines. The final decision will be communicated to concerned Principal Investigator (PI), Co-Investigator (Co-I), and the Head of the Institute, and it will be binding upon them. In such cases, any remaining unspent funds will be refunded to the CCRUM Headquarters.
- If the PI desires to discontinue the project before the expiry of the approved duration, he/she will have to obtain prior permission from the CCRUM Headquarters.
- A final report of the work done must be submitted within one month from the date of termination of the project.
- If the premature termination of the project is due to deliberate negligence or misconduct by any involved Officer(s), they may also be liable for disciplinary proceedings as per rules.

8. FINANCIAL SUPPORT

- The CCRUM will provide financial support for staff, equipment and contingencies (recurring and non-recurring) for the IMR projects.
- The Principal Investigators (PIs) applying for the IMR projects should have adequate staff, equipment and laboratory/other facilities to conduct the particular research. Financial support will be given only for the minimum required staff, equipment, books and contingent items not available at the concerned institutes.
- The project cost will be met from 'Research Activities' Head of the sanctioned budget of CCRUM Headquarters.

- Any change in budget head, if required, should be made with the prior approval of the council's authorities.
- All the expenditure must be made in accordance with the General Financial Rules (GFR) of the Government of India. The operation and utilization of accounts of the projects will be subject to internal audit.

8.1 The Budget

The budget should be proposed based strictly on the actual requirements. If manpower, instruments, or equipment are required, a proper justification should be provided, including details of their existing availability. Generally, staff, equipment, etc. will be sanctioned on sharing basis for multiple projects and not exclusively for a single project. The equipment to be asked in a project should be relevant to that particular project. The furniture, laptop, data card, mobile phone, and similar items are not permissible in the project.

The budget should be submitted in the prescribed format (Annexure - 2). Justification and breakup of all budget heads as proposed in the proposal should be provided in detail. The budget would be sanctioned under broad sub-heads as follows:

i. Essential Staff (Pay and Allowance of the Staff)
ii. Contingency (Recurring and Non-recurring)
iii. Consumables
iv. Travel (if approved)
v. Equipment (if approved)

For contingency grants exceeding Rs. 25,000 per annum, a detailed breakdown must be provided. Once the project is approved by the

competent authority, CCRUM will inform the PI about the sanctioned budget & duration of the project.

8.2 Release of Funds

Funds will be released to the In-charge of the participating Institutes / Centers / Units and separate account will be maintained for each project. The amount approved by the SAC for first year will be released as the 1st instalment at the time of sanction of the project. Next instalment(s) will be released after review of interim progress report and UC/statement of expenditure of the 1st instalment. The statement of expenditure should correspond with head-wise breakup of budget mentioned in the sanction order. The PI and head of the institute should also certify that the expenditure has been incurred for the purpose for which it was sanctioned. The PI will keep a record for the expenditure incurred by him from the contingency of the project. After completion of the project, the concerned PI should submit the audited utilization certificate (UC) and statement of expenditure along with the final project report.

Every effort should be made to make payment of the liabilities of a particular financial year within 31st March. The proposal for re-validation of any unspent balance as on 31st March should be submitted to the Headquarters of the Council within one month. If funds are available, then the expenses for laboratory investigations/contingencies, etc., incurred up to 3rd or 4th week of March should also be paid within 31st March.

8.3 Operation of Accounts

The funds will be provided to the participating Institute as a part of Institute's budget, as per the mechanism followed by the Council normally. The Head/ In-charge of the Institute will provide the funds to the Principal Investigator (PI) as per the requirement from

time to time. For the purchase of non-recurring items, codal formalities must be followed.

8.4 Re-appropriation of Funds

Expenditure should on no account exceed the budget sanctioned for the project. No re-appropriation of funds shall be allowed for over-expenditure in any of the heads or sub-heads. However, in exceptional cases, re-appropriation of funds, from one head/sub head to another within the sanctioned budget and for unspent balance may be permitted. If re-appropriation is up to 20% of concerned subheads under sanctioned budget for the year, then Head of the Institute will have the liberty to re-appropriate the funds, under intimation to the Council Headquarters. If re-appropriation is exceeding 20%, then it should be done with the prior approval of CCRUM Headquarters. However, the overall sanctioned budget should remain the same.

9. EXPENDITURE

All recurring and non-recurring items required for the project must be purchased in accordance with the General Financial Rules (GFR) of Govt. of India and the procedures in vogue at the host institute.

For permanent and semi-permanent assets acquired solely or mainly out of the grant, the institute will maintain a separate audited record in the form of register in the prescribed format, such as cash book, asset register, paid bills, bank statements and bank accounts, etc. The expenditure of recurring nature, such as medicines, chemicals, glassware, cost of investigations, animals, stationeries, postage, printing, photocopying, etc. may be allowed to be purchased as a part of the recurring contingencies.

Non-Recurring Expenditure

Essential scientific equipment, if needed, may be permitted as non-recurring expenditure. However, the quantum of such expenditure will not be more than 25% of the total project cost. The equipment, instruments and books purchased out of the contingencies will become the property of the host institute. After purchase, the books will be recorded in the accession register of the institute's library and may be issued to the concerned section or scientist till they are needed. It shall be ensured that the estimate of expenditure under equipment, books, software, etc. of the required project is sought in the first year itself.

Guidelines for Contingency Grant

The contingency grant is meant for both recurring and non-recurring expenditure, and it can be utilized for the purposes for which it was sanctioned by the SAC, including, but not limited to:

a. Printing of questionnaire(s), case report forms, consent forms, etc. for the research project
b. Computer utilities, charges for data analysis (Computer charges)

Note: The grant cannot be used for purchase of furniture items, office equipments, such as telephone, fax machine, photocopiers, etc.

10. DATE OF INCEPTION OF THE PROJECT

- The date of initiation of the project will be the date when the institute receives the grant. The institute shall communicate this date to the Council within one month of receipt of the grant.

- After receiving the grant, the Head of the institute will immediately inform the Principal Investigator (PI) to initiate the project.
- The date of inception of a project can be changed on the request of the PI, duly forwarded by the institute, provided no expenditure has been incurred by the PI/institute at the time of making such request.

11. PARTICIPATING CENTRES

IMR projects will be carried out at all peripheral institutes of CCRUM and/or collaborating centres as per the approved guidelines. Research projects will be submitted by Research Officers working at the peripheral institutes of the Council.

12. PROJECT STAFF

12.1 Engagement of Project Staff

- The Principal Investigator (PI) may propose the engagement of JRF/SRF/RA/Consultant (for medical disciplines)/JRF/SRF/RA (for non-medical disciplines)/DEO, etc. only based on the project's requirements with full justification.
- The number of SRF/JRF/RA should be requested as per actual need of the project and the decision of the SAC in this regard will be final.
- The remuneration for project staff will be as adopted by CCRUM as per the guidelines issued by ICMR from time to time, which may be revised by the CCRUM to keep at par with the Indian Council of Medical Research (ICMR).
- The remuneration for each project staff will be uniform for particular category among all the institutes.

- **Engagement of Consultant**: A consultant if required having expertise in the relevant research / technical work and a clearly defined role in the proposed study may be proposed with a fixed monthly remuneration, which, if approved may be paid under the head "Salary".

12.2 General Terms and Conditions for Engagement of Project Staff

i. For the engagement of project staff, a selection committee will be constituted at the institute level with the approval of the Council Headquarters, with the following composition:
   - Head of the Institute (Chairman)
   - Subject Expert(s)from outside
   - DG nominee
   - Principal Investigator (Member secretary)

ii. The appointment of project staff in all categories will be initially for 12 months and extended by specific orders for such period as may be necessary, but not exceeding 12 months at a time and not exceeding 36 months for the whole project.

iii. Appointment will be temporary and contractual for a maximum period of the duration of the project.

iv. The tenure of these temporary project personnel may be extended at the Institute level, based on the performance of the incumbent and the recommendation of the Principal Investigator (PI) not exceeding the duration of project.

v. In the selection committee's recommendation, there will be a panel of candidates, comprising one selected candidate and at least three waitlisted candidates (subject to availability). This panel will remain valid

for one year from the date of approval of the minutes of selection committee.

vi. The project staff will have no claim for regular/permanent appointment under the CCRUM on completion of the period of appointment. Their engagement will be co-terminus with the project, which will be clearly mentioned in the appointment letter of the selected candidate for the project.

vii. It may be noted that any claims for additional emoluments, perquisites, privileges, or continuation of project services in any other ongoing project made by project staff will not be entertained.

viii. The project personnel will receive training from the Principal Investigator (PI) before initiation of the study, as required.

12.3 Down gradation/Up-gradation of Approved Project Staff

If the Principal Investigator (PI) would like to downgrade or upgrade a project staff or convert its post to an equivalent post with another designation, the PI will send a request to the DG, CCRUM with adequate justification through the Head of the concerned institute. The justification will be carefully examined at the CCRUM Headquarters, and if approved, Head of the institute will communicate the same to the PI. However, the PIs will have to manage such re-designations within the allocated budget and only after receiving the necessary approvals.

13. EQUIPMENT

- The equipment(s) required for the study, may be purchased from the non-recurring head of the sanctioned budget for the project, provided they have been approved by the SAC.

- The PIs must include the estimated cost of equipment in the budget and submit a documentary proof showing the projected cost, such as an estimate from GeM/E-commerce platform/Company website.
- All equipments must be purchased in accordance with the General Financial Rules (GFR) of Govt. of India and procedures of the institute where the project is to be carried out.
- For all equipments procured from the project funds, a separate audited record in the form of a register in the prescribed format, comprising name of equipment, make/model, cost and date of installation must be maintained by the institute.

14. PLAGIARISM

The project proposals before submission should be subjected to plagiarism check by standard software. An undertaking in this regard should be enclosed as per the prescribed format (**Annexure XIV**). Plagiarized proposals are liable to get rejected.

15. SELECTION OF PROJECT

15.1 The projects will be evaluated based on their scientific merit, novelty, and competitiveness. The study protocols/ proposals will be approved by DG, CCRUM after a three tier review process i.e., i) Internal review by the Internal Multi-disciplinary Research Advisory committee (IMRAC) at the Institute followed by the Internal Research Committee (IMR-IRC) at Headquarters, ii), External review by concerned subject experts/ Research Subcommittees iii), Scientific Advisory Committee (SAC). Once the project is approved by the SAC, it will be placed before the Institutional Ethics Committee (IEC), or Animal Ethics Committee (as applicable).

15.2 The composition of the IMR-IRC is as follows:

1.	DDG / Assistant Director (Unani), CCRUM Headquarters	Chairperson
2.	Research Officers (Unani/ allied discipline), CCRUM Headquarters/ Institute	Member
3.	Administrative/Accounts Officer, CCRUM Headquarters	Member
4.	Biostatistician	Member
5.	Programme Officer, CCRUM Headquarters	Member Secretary

15.3 Term of Reference of IMR-IRC

The IMR - Internal Research Committee (IMR-IRC) after the scrutiny of the research proposals may:

- Recommend suitable IMR projects to the experts / research sub-committee /SAC for evaluation.
- Invite the Principal Investigator (PI)/ Co-Investigator (Co-I) for discussion, if required.
- Invite comments from the expert(s) in the concerned field, if necessary.
- Inform the PI/Co-I to modify their proposals, if needed.
- Ask the PI/Co-I to provide the papers and documents related to the project, if necessary.

15.4 The research projects recommended by the IMR-IRC will be reviewed by a committee of concerned subject experts for their comments and suggestions. The comments received from the experts will be appropriately incorporated in to the project.

15.5. The projects shall be monitored by a IMR-PEMC which will periodically review the progress reports of IMR projects submitted to the Council Headquarters by the respective PIs.
IMR-PEMC may conduct on-site visits, where in the PI will ensure their access to all the research facilities and documents related to the project, if necessary.

15.6 The composition of the IMR-PEMC is as follows:

1.	Director General, CCRUM	Chairman
2.	Unani Expert in relevant field from reputed Unani institute	Member
3.	2 Subject Experts (Co-opted members, Subject-wise, as needed)	Member
4.	Biostatistician	Member
5.	Programme Officer, CCRUM Headquarters	Members
7.	Administrative/Accounts Officer, CCRUM Headquarters	Member
8.	DDG / Assistant Director (Unani), CCRUM Headquarters	Member Secretary

15.7 Term of Reference of IMR-PEMC

The Intramural Research-Project Evaluation & Monitoring Committee (IMR-PEMC) after the evaluation of the research proposals may:

- Periodically review the progress reports of IMR projects submitted to the Council Headquarters by the respective PIs.
- Conduct on-site visits, where in the PI will ensure their access to all the research facilities and documents related to the project, if necessary.

- Invite the Principal Investigator (PI)/Co-Investigator (Co-I) for discussion, if required.
- Invite comments from the expert(s) in the concerned field, if required.
- Invite the PI/ Co-I to make a presentation before the experts.
- Inform/ask the PI/Co-I to modify their proposals, if needed.
- Reject the research proposals, if not found suitable, with reasoning.

Also, the IMR-PEMC may:

- Review the progress of the project periodically, as appraised by the council.
- Ask the PI/Co-I to provide the papers and documents related to the project, whenever required.
- Monitor the progress of activities through an online platform to ensure that the project is progressing according to its objectives and timelines.
- Conduct on-site visits, where in the PI will ensure their access to all the research facilities and documents related to the project, as well as to cross check the quality of the research work, if necessary.

The online monitoring may involve reviewing reports, and documents submitted electronically, as well as holding virtual meetings or discussions to resolve any issues or concerns.

15.8 The IMR-PEMC will evaluate the research projects based on the presentations made by the PI/Co-I. The PEMC has the discretion to recommend to the SAC, the continuation/extension /rejection, or modification of the project, or extend the project to

any other identified institute as a multi-centric trial, with the officer who has submitted the project as one of the Investigators.

16. SUBMISSION OF REPORTS

The following reports on the progress of work done under the IMR scheme will be submitted to the CCRUM:

16.1 Progress Report

- The progress of the project, in accordance with approved timeline and deliverables, should be submitted to the nodal officer at the Council Headquarters on a monthly basis.
- The annual progress report for the first and second year should be submitted within one month of the completion of the reporting year, in the prescribed format (Annexure-3).
- The project will not be renewed for the next financial year unless the CCRUM receives the progress report.
- The progress of the project will be evaluated by the IMR-PEMC in consultation with peer reviewer/experts, if required.
- The Principal Investigator (PI) may be asked to present the progress at the meeting of the IMR-PEMC, if considered necessary.
- The suggestions and views of the IMR-PEMC and mid-course rectification, if any, will be communicated to the PI, for the effective conduct of the project, which will be binding on the PI.
- Two hard copies and one soft copy of the annual progress report will be submitted to CCRUM.

16.2 Final Project Completion Report

- The final report should be sent to the Council Headquarters by the PI/institute in the prescribed format (Annexure-4), within three months from the date of completion of the project.
- Two hard copies and one soft copy (in a pen drive) of the Final project completion report will be submitted.

17. MONITORING

17.1 Local Monitoring

The Head of the institute/centre will periodically and randomly review and monitor the progress of ongoing IMR projects at the institute/centre level through duly constituted Institutional Multidisciplinary Research Advisory Committee (IMRAC).

These reviews must be reflected in the periodic (monthly/quarterly/annual) progress reports of the institute, which are submitted to the Council Headquarters. If necessary, as a special case, the Head of the institute may co-opt a subject expert for monitoring the project. The PI shall provide all necessary information and records related to the project to the members of the IMRAC. The expenditure incurred for this purpose may be borne from the allotted budget of the scheme.

17.2 Central Monitoring

There will be an IMR-Project Evaluation & Monitoring Committee (IMR-PEMC) at CCRUM Headquarters to monitor the technical and financial execution of the IMR projects. The PI shall provide all necessary information, records, papers and documents pertaining to the research project to the members of the IMR-PEMC, as and when required.

18. MODE OF APPLICATION

18.1 The Principal Investigators have to submit their IMR proposals in the prescribed format, along with all the required documents through E-mail to **unanimedicine@gmail.com**, **cvpccrum@gmail.com** or any other email notified on the website.

18.2 The PIs have to submit their applications to the Director General, CCRUM through their Controlling Authorities/Heads of the institutes, who will be designated authority responsible for ensuring the quality work and proper utilization of the grant, and will be held accountable in case of any default.

18.3 Projects that have already been completed under the IMR Scheme may also be taken up for further research to reach their logical conclusion.

18.4 Any IMR proposal (hard or soft copies) received without forwarding letter from the Head of respective institute will not be considered.

18.5 The PIs/Head of the concerned research institute can also approach reputed institutions (academic, research, universities, etc.), for submitting good quality proposals on prioritized areas, for IMR projects under Scheme-III.

18.6 Timelines for Receipt of Application

The applications for IMR projects from all the peripheral institutes/centre/units of the Council would be received half-yearly in April and October every year.

18.7 The details of the scheme, along with all necessary formats and the checklist of mandatory requirements for IMR projects are available on the website of CCRUM (https://ccrum.res.in).

19. FORMULATION OF THE PROJECT

19.1 The project proposal should be prepared in the prescribed format mentioned in **Annexure–1** (Section A, B, C & D).

Section A of the application format requires General Information of the project, including study title, details of the concerned Institute, Principal Investigator and Co-Investigator(s), duration & timelines of the project and budgetary requirement. Also, a description of all the research projects taken up by the Principal Investigator (PI) in the last three years (both completed and ongoing) under IMR Scheme and any other Grant in aid Scheme of the Govt. of India is to be given as per the format.

Section B of the Application format requires Bio-Data of PI, Co-I(s) and Consultant proposed in the study.

Section C of the application is the 'Brief Summary of the Project'.

Section D of the application relates to the detailed 'Protocol' of the study.

(Note: It is mandatory to submit the application in 2 hard copies and one soft copy on a pen drive)

19.2 Preparation of the protocol and the research plan shall be in accordance with the "Guidelines for Methodologies on Research and Evaluation of Traditional Medicine" published by WHO in 2000, and "GCP Guidelines for Clinical Trials in ASU systems (GCP-ASU)" published by erstwhile Department of AYUSH, Ministry of Health & Family Welfare, Govt. of India in 2013. "Good Clinical Practices for Clinical Research in India" published by Central Drug Standard Control Organization (CDSCO), Directorate General of Health Services, Ministry of Health & Family Welfare, Govt. of India and New drug and clinical trial rules, 2019 published by CDSCO may also be referred.

19.3 Ethical Clearance

A certificate of clearance from the Institutional Ethics Committee (IEC) or Institutional Animal Ethics Committee (IAEC), as applicable is essential before initiation of the study.

20. OUTCOME OF THE PROJECT

20.1 The final technical and financial reports of each completed study will be examined and reviewed by the local IMRAC, IMR-IRC, which will convey its views to the IMR-PEMC for consideration. The final outcome of the project may also be evaluated through a PowerPoint presentation by the PI/Co-I before the IMR-PEMC.

20.2 IMR-ISC will also give its comments on the publication of study results and the patents claimed by the Principal Investigator (PI). The decision of the IMR-PEMC in this respect will be final and binding.

20.3 Deliverables will be assessed through various outcomes of the project, such as publications in reputed journals, product development, patents, technology developed, SOPs, and presentations on National & International platforms which will belong to CCRUM.

21. INTELLECTUAL PROPERTY RIGHTS AND PATENTS

21.1 The intellectual property rights (IPR) and patents generated through the research supported by the CCRUM will be exclusively owned by the Council as an organization. The investigator or the staff employed on the research project shall not obtain patents for any invention/discovery made by them. The Council will make efforts to commercialize the product as and when applicable.

21.2 All raw data (in any form) should be made available to CCRUM on the completion of the project, along with the submission of the final report.

21.3 The Council reserves the right to undertake further research on completed IMR projects, either with the same PI/Institute that completed the project or with a different PI/Institute.

22. PUBLICATION

a. The PI will submit the final consolidated report as per the format (Annexure-4) to the Council, after the completion of the project. The CONSORT guidelines shall be referred to wherever required.
b. Outcome of the project shall be mandatorily published in a reputed, peer-reviewed, indexed journal (preferably with a high impact factor), or in the form of a book, or in the Journal of the Council, etc.
c. If the article is to be submitted to a journal other than CCRUM, prior approval of the manuscript by the Council Headquarters is mandatory.
d. In the case of multicentre studies, the PI of the Nodal Institute or the Nodal Officer at CCRUM Headquarters is responsible for coordinating with all who contributed to the study for the planning of the publication.
e. In the case of coded formulations, CCRUM Headquarters will regulate all patent and publication matters.
f. In the case of non-clinical projects, the decision regarding publication will be made by the Council Headquarters on a case-to-case basis.
g. The draft article must be submitted by the PI to the Council Headquarters within 3 months of the acceptance of the final report.

h. The assistance and funding provided by CCRUM should be acknowledged in the research papers and publications based on the results of the research project as and when published. Any violation of this will be viewed seriously and may invite penal action.
i. After publication, three copies of the article reprints must be submitted to CCRUM Headquarters for record.
j. Expenditure on publication of the research findings in the journals of repute shall be met from the scheme.

ANNEXURE – 1

CENTRAL COUNCIL FOR RESEARCH IN UNANI MEDICINE
MINISTRY OF AYUSH, GOVERNMENT OF INDIA

APPLICATION (FORMAT) FOR CCRUM INTRA MURAL RESEARCH PROJECTS IN UNANI MEDICINE

SECTION-A
GENERAL INFORMATION

1. Title of the Research Project:

2. Institution responsible for the research project
Name:
Postal address:
Telephone:
Telegraphic address:
Fax:
E-mail:

3. In case of Individuals applying for the Research project:
(Name of the collaborating institute may be cited at S. No. 2 above)

Name of the individual:
Postal address:
Telephone:
Telegraphic address:
Fax:
E-mail:

4. Name and Designation of
   i) Principal investigator:
   ii) Co-Investigator(s):
   iii) Consultant (s):

5. Duration of Research Project:

i) Period required for pre-trial preparations:

ii) Period which may be needed for generating the data:

iii) Period that may be required for analyzing the data:

6. Details of research project(s) taken up by the Institute in the last three years (completed and ongoing) Under IMR

S.No.	Name of the Project	Date of inception of project	Date of completion of the project/expected date of completion of the project	Total Cost	Names and Designation of the PI and the Co-I	Status of the Project	Status of the U.C.

7. Research Projects in hand under any other Grant-in-aid scheme of Government of India

S. No.	Title of the Project	Date of inception of project	Date of completion of the project	Names and Designation of the PI and the Co-I	Status of the Project

Name and Signature of the:

a) Principal Investigator(s) _____

Name **Signature**

b) Co-Investigator(s) _____

Name **Signature**

_____

Name **Signature**

Signature of the Head - CCRUM Institute (Forwarding Authority)
Name:

Date:

Seal:

LIST OF DOCUMENTS ENCLOSED:

1. _____
2. _____
3. _____
4. _____
5. _____

SECTION–B

FORMAT FOR BIO-DATA OF THE INVESTIGATORS (PI, Co-I(s), Consultants)

1. Name (Dr./Mr./Ms.): _____
   First name(s) Surname
2. Designation:
3. Complete Postal Addresses and PIN:
   Telephone Number(s), Fax, E-mail
4. Date of birth:
5. Educational Qualification: Degrees obtained (Graduation Degree Onwards)
   Degree Institution
   Year
6. Research Experience
   Duration (From-To) Institution
   Particulars of work done
7. Research specialization
   (Major scientific fields of interest)
8. Financial support received
   a) From the Ministry of Ayush
      Past
      Present
      Pending
   b) From other organizations
      Past
      Present
      Pending
9. Research projects in hand under IMR
10. Research Projects in hand under any other Grant-in-aid scheme of Government of India
11. Other research projects, if any:
12. List of five important publications of the Investigator relevant to the project,
13. Other information, if any:

Signature:

Date:

SECTION–C

BRIEF SUMMARY OF THE RESEARCH

[Adequate information must be furnished in a brief but self-contained manner to enable the Council to assess the project.]

1. Title of the Research Project:
2. Objectives.
3. Summary of the proposed research (up to 150 words) indicating overall aims of the research, importance of the objectives and their application in the context of the priority areas set out in the application form.
4. Milestones with deliverables in the research project
5. IPR values
6. Present knowledge and relevant bibliography including full titles of articles relating to the subject.
7. List of important publications concerned to the project (enclose reprints).
8. Ethical and other clearances:
    i. The description of ethical considerations relating to the trial is to be mentioned and Approval of the Institutional Ethical Committee/Institutional Animal Ethics Committee should be enclosed for research involving human subjects/animal experimentation. However, ethical clearance may be obtained during the process of the approval of the project.
    ii. If radio tagged material is proposed to be used in the project either for clinical trials or experimental purposes, then clearance from Nuclear Medicine Committee, Bhabha Atomic Research Centre, Mumbai, should be attached.
9. Budget requirements (head wise and item wise) if any (should come through In-charge of the Institute) in the following format attached as Annexure-2

SECTION-D

Detailed Research Protocol (to be enclosed)

Give here the detailed protocol of the study including title, hypothesis, rationale, study design, study site, inclusion & exclusion criteria, sample size, appropriate methodology, expected outcomes, and other relevant information as per the recent guidelines. Materials used, method of data collection and analysis should also be discussed. Standard Operational Procedures (SOPs) for preparation of trial drugs and method of selection of ingredients should also be specified. Facilities in terms of equipment, etc., available at the institution for the proposed investigation are to be specified.

(Note: The Investigators are required to go through prevalent guidelines as applicable)

ANNEXURE- 2

Budget Justification

S.No	Details (provide the calculation for each head)	1st year	2nd year	3rd year	Total	Justification
1.	Manpower requirements					
2.	Non-recurring expenditure (equipments & other non consumables if any)					
3.	Recurring expenditure (trial drug & other consumable items)					
4.	Travel expenses (TA/DA)					
5.	Contingency					
	Grand Total					

ANNEXURE- 3

FORMAT FOR PROGRESS REPORT

1. Project title
2. PI (name and address)
3. Co-I (name and address)
4. Collaborating institutes
5. Other scientific staff engaged in the study
6. Non-scientific staff engaged in the study
7. Date of start
8. Duration
9. Objectives of the proposal
10. Methodology followed till end of period of reporting
11. Interim modification of objectives/methodology, if any (with justifications)
12. Summary on progress (during the period of report)
13. Milestones with deliverables achieved during the reporting period as proposed in the scheme
14. Applied value of the project
15. Research work which remains to be done under the project

Signature of PI:
Date:

Signature of Head of the Institute:
Date:

ANNEXURE-4

FORMAT FOR FINAL REPORT

1. Title of the Project:
2. PI (name and address)
3. Co-I (name and address)
4. Collaborating institutes
5. Other Scientific Staff engaged in the study
6. Non-Scientific Staff engaged in the study
7. Implementing institution and other collaborating institutions
8. Date of commencement
9. Duration
10. Date of completion
11. Objectives as approved
12. Deviation made from original objectives if any, while implementing the project and reasons thereof.
13. Experimental work giving full details of experimental set-up, methods adopted, data collected supported by necessary tables, charts, diagrams and photographs.
14. Detailed analysis of results indicating contributions made towards increasing the state of knowledge in the subject.
15. Conclusions summarizing the achievements and indication of scope for future work.
16. Manuscript for publication (300 words for possible publication in Council's Bulletin).

Name and signature with date

1. _____ 2. _____

(Principal Investigator) (Co-Investigator)

Forwarded by Head of the Institute:

(Name and signature with date)

COLLABORATIVE RESEARCH SCHEME AT NATIONAL LEVEL THROUGH EXPRESSION OF INTEREST (EOI)

The Collaborative Research Scheme through Expression of Interest (EoI) for research in Unani Medicine aims to promote and support research that enhance understanding of Unani Medicine, its therapeutic potential and its integration into the mainstream healthcare system. This scheme is aligned with the broader objectives of promoting health research and scientific innovation. Proposals exclusively focusing on Unani Medicine are considered for financial support under this scheme.

1. SCOPE OF COLLABORATIVE RESEARCH

The collaborative research projects should focus on areas relevant to the Unani Medicine which includes, but is not limited to the following:

- Preclinical and clinical studies to assess the safety and efficacy of classical/ Pharmacopoeal and new Unani therapeutic interventions.
- Development and standardization of Unani formulations, herbal remedies and treatment modalities.
- Research based on Unani diagnostics, preventive healthcare strategies and lifestyle interventions.
- Clinical research on fundamentals of Unani medicine in disease and therapy.
- Documentation, digitization, and preservation of traditional Unani knowledge including formulations and treatment protocols.
- Integration of Unani medicine with contemporary healthcare practices.

- Investigating the role of Unani medicine in preventive healthcare.
- Potential use of Unani therapeutics in treatment of sub-chronic & chronic ailments.

2. THE PRIORITY AREAS OF COLLABORATIVE RESEARCH

Presently Council encourages collaborative studies in the following identified areas:-

A. Translating classical/clinical experience through evidence based experimental research in the following areas.

Non-communicable health conditions:

a) Lifestyle disorders including cardiovascular diseases, obesity and diabetes mellitus
b) Musculoskeletal disorders
c) Gastro-intestinal tract (digestive)/hepatobiliary (liver) disorder
d) Respiratory disorders
e) Skin diseases and antiageing
f) Gynaecological disorder
g) Sexual disorders
h) Endocrine disorders
i) Cognitive disorders
j) Neurological disorders
k) Autoimmune disease
l) Health conditions originating due to radiation, environmental pollution and climate change

Communicable conditions i.e., viral, bacterial or fungal infections

B. Adjuvant therapies to counter side effects of conventional medicines like cancer chemotherapy, anti-tuberculosis drugs, anti-retroviral drugs, epileptic drugs etc.
C. Scientific validation of fundamentals and basic principles of Unani Medicine
D. Safety and pharmacology of Unani drugs
E. Pharmacokinetics and Pharmacodynamics of Unani drugs
F. Exploring the mechanism of action and ascertain the physicochemical nature of the drugs
G. Molecular and genetic co-relation studies to understand temperament of patients, disease, diet and drugs
H. Redesigning of various dosage forms as per need and requirement
I. Developing organ-specific immunomodulators
J. Co-opting nano techniques for Unani formulations
K. Co-opting artificial intelligence, machine learning for various diagnostic and treatment modalities and procedure

3. COLLABORATIVE RESEARCH TEAM

- Collaborative research team should include members with expertise in Unani medicine as well as experts from relevant scientific and medical disciplines.
- Interdisciplinary collaboration and partnership with research organizations, universities and Unani medicine practitioners are highly encouraged.
- Provision for JRF/SRF/RA should be made for Unani graduates / Post graduates/MSc in basic sciences/clinical research as per the requirement of collaborative project.

4. ELIGIBILITY CRITERIA

- Researchers from academia and scientific organizations/ institutions including universities, Unani medical colleges and research organizations are eligible to apply.
- The lead investigator should have experience and qualifications in the relevant domain of the project proposed.
- Collaborative research involving multidisciplinary teams is encouraged.
- The research proposal must align with the guidelines for collaborative research scheme.
- The research proposal should have translational and IPR valuation.
- Those professors/scientists with a remaining superannuation period of less than 3 years are not eligible to apply.

5. SUBMISSION OF PROJECT PROPOSALS

- Interested researchers and institutions should submit the EoI in the format prescribed for proposal submission **(Annexure I).**
- The project proposal should be submitted physically (05 set of hard copies) and soft copy on Email ID unanimedicine@gmail.com; eoi.ccrum@gmail.com to the Director General, CCRUM or Program officer at CCRUM Hqrs, Janakpuri- 110058, New Delhi. The timelines for project proposal submission will be communicated through official channels each year.
- The project must include the following components:

i. Title and objectives of the collaborative research project.
ii. Detailed research plan, including the methodology and expected outcomes.
iii. Prior work undertaken on the project.
iv. A comprehensive budget estimate, including a breakdown of expenses with justification. Expected timeline for the execution of the project.
v. The structure and roles of the collaborative research team members.
vi. EoI must be accompanied with the Biodata of PI/Co-I, not exceeding two pages in the prescribed format **(Annexure II).**

6. BUDGET

The budget with justification is to be submitted in prescribed format (**Annexure III**).

Budget would be sanctioned under broad sub-heads as under:

- Staff (Pay and allowance of the staff)- as per CCRUM norms
- Contingency (recurring (consumables) and non-recurring)
- Travel (if approved)
- Equipment (if approved, less than five lakhs only)
- Overhead charges (maximum 3% of recurring budget i.e., except travel & non- recurring).
- Declaration & attestation to be submitted in prescribed format during initial submission of project-**Annexure IV**

7. MECHANISM OF EVALUATION, IMPLEMENTATION, AND MONITORING

Submission and initial scrutiny: Submitted proposals undergo evaluation by a panel of experts in Unani medicine and

related disciplines. Evaluation criteria encompass scientific merit, innovation, feasibility, relevant research experience of PI and translational value of the proposal. After internal scrutiny, qualified proposals proceed to the next level.

Three-tier technical review: Qualified proposals are subjected to technical review by a structured three-tier system. Project Investigators (PIs) receive comprehensive feedback and are advised to revise proposals, if necessary.

Project screening committees: Proposals initially screened by the Internal Research Committee (IRC) based on the priority areas of research.

Project Evaluation Committees (PEC): Proposals along with reviewer comments are presented to Project Evaluation Committees (PEC)/ Research Sub-committee (RSC) or subject experts (SE) in respective areas. PEC/RSC/SE shall be constituted by CCRUM consisting of renowned researchers/ subject experts/ domain experts etc. on an yearly basis or as per the recommendation of Competent Authority. Principal Investigators are normally called for presentation before PEC/RSC/SE. The recommended Proposals shall be taken up for financial support depending upon final approvals by the Competent Authority, ratings provided by the PEC and availability of budget after the approval of competent authority.

Scientific Advisory Committee (SAC): SAC constituted by Ministry of Ayush serves as the ultimate reviewing body. Proposals along with their financial implications are presented to SAC for approval.

Project Monitoring Committee (PMC): Periodic monitoring is conducted, often on-site, by Project Monitoring Committees (PMC) and/or Group Monitoring Committees at various project stages. PI is advised to take necessary action on the recommendations of the committee. Project Completion Reports (PCR) are sent to experts/PMC for comments. A presentation is also required to be made by PI on completion of the Project for final assessment and identification of future course of action on the project.

In all collaborative projects, the sharing of work component, engagement of manpower, financial liability and IPR issues including publication, marketing etc. will be clearly demarcated and decided before execution of the project. All the participating institutes should strictly adhere to timelines and deliverables as approved in the project.

In all such cases, the MoU has to be signed among collaborating institutes to maintain non-disclosure of data and commitment to own liabilities. A copy of the MoU should be submitted to CCRUM along with the proposal.

8. FINANCIAL SUPPORT AND DURATION

The selected collaborative research projects will receive financial support with the funding quantum determined based on the project requirements. Project durations, justified in proposals may range from 1 to 4 years and are time-bound.

9. ETHICAL CONSIDERATIONS

- Collaborative research projects involving human subjects and animal experiments must adhere to National and International Ethical and Regulatory Guidelines issued from time to time.

- Informed consent, Ethics Committee approval and relevant permits should be obtained before the initiation of study.

10. PROJECT MONITORING, COMPLIANCE AND REPORTING

- Funded projects must adhere to ethical guidelines and regulatory requirements for research.
- Regular progress reports on annual basis (Annexure V), financial statements UC & Statement of Expenditure (SoE) and milestones in prescribed formats (Annexure VI) should be submitted to the Competent Authority, CCRUM within the financial year.
- Investigators or project manpower leaving an ongoing project should inform CCRUM and delegate full responsibility for project execution, submit reports, and provide utilization certificates (UC) to new PI through proper channel.
- The Principal Investigator (PI) should collaborate with the Co-investigator and ensure the timely submission of all required reports.
- Progress work of projects will be screened on any working day by PMC members to inspect the smooth functioning of projects.

11. NON-COMPLIANCE CONSEQUENCES

Non-compliance with guidelines may result in the termination of funding. In case of non-compliance, the funded amount shall be required to be returned to the funding agency.

12. DISSEMINATION OF RESULTS

Collaborative research findings should be published in peer-reviewed indexed and high impact factor journals and researchers are encouraged to share their work at relevant conferences and seminars in collaboration with CCRUM as shared authorship, as ethically applicable, in publications. Publication ethics should be followed.

Efforts should be made to disseminate research outcomes to facilitate knowledge sharing.

Patents should be filed from project in collaboration with CCRUM as per MoU provision.

13. CERTIFICATE ISSUED BY DEPARTMENT OF SCIENTIFIC AND INDUSTRIAL RESEARCH (DSIR)

Public funded institutions do not require DSIR certificate for applying.

Private academic institutions with valid UGC/AICTE/PCI /NCISM or NMC-approved Medical/Unani colleges also do not require DSIR certificate for applying.

All other institutions must submit DSIR certificate.

14. PROJECT SHORTLISTING

CCRUM will inform the PI in case the project is short-listed and is being considered for the next stage of the process. However, this will not indicate an assurance for funding, as funding will depend on final selection. In case a project is shortlisted for funding, PI will have to submit the following documents within three months of receiving the approval letter, failing which the approval may be cancelled. It is therefore recommended that PI may proceed to prepare the below-listed documents to avoid non-compliance during the specified submission time duration:

Declaration & Attestation (**Annexure IV)**

Acceptance with two hard copies of final project with revised estimate duly signed by PI and Co-Is and forwarded by competent authority (**Annexure VII**).

MoU between CCRUM and collaborating institute on Non-Judicial stamp paper for undertaking collaborative project as per format (**Annexure VIII**).

Bond on Non-Judicial stamp paper (Rs.100/-) as per format (**Annexure IX**).

Institutional Ethics Committee clearance (if applicable) /Declaration with reason if Not Applicable):

a) Approvals to be taken from the registered IAEC/IEC of the institute (Format as per collaborating Institute Ethics Committee).
b) Certificate issued by Department of Scientific and Industrial Research (DSIR), as applicable.

Undertaking / Certificate as per format (**Annexure X**).

Pre-receipt bill as per format (**Annexure XI**).

Certificate regarding availability of the relevant machinery and equipments with the institute (**Annexure XII**).

Mandate form of the institute for transfer of funds (**Annexure XIII**).

Plagiarism undertaking for proposal (**Annexure XIV**)

Following documents will be asked for submission as per requirement of the project:

Case record proforma, study instruments, questionnaires, scales, etc

Review Committee on Genetic Manipulation (RCGM)-Recombinant DNA technology or declaration that the same is not required

Clearance from Nuclear Medicine Committee, AERB (if using radio-tagged material)

Institutional Bio-safety Committee (IBSC) – Recombinant or synthetic DNA/RNA/ Risk group I/II/III organisms and/ or other biohazards

Any other additional document as per project requirements, if applicable

15. PLAGIARISM

The project proposals before submission should be subjected to plagiarism check by standard software. An undertaking in this regard should be enclosed as per the prescribed format (**Annexure XIV**). Plagiarized proposals are liable to get rejected.

16. AUDITORS

CCRUM would normally accept audited report from statutory auditors. The CCRUM may also accept statement of accounts audited by Chartered Accountants approved by or registered with CAG and /or Ministry of Ayush. A copy of the resolution is to be submitted if a private firm is engaged.

17. RELEASE OF GRANTS

The funds will be released in instalment once in a year. The first instalment is released along with the sanction letter. It would include the entire grant for non-recurring and recurring expenditure for the entire year. Steps to procure the approved consumables should be initiated immediately following the prescribed norms of the host institution.

For the subsequent years, the funds will be released only after receipt of the annual progress report of the project for previous year along with Statement of Expenditure (SoE) duly attested by the Accounting Authority of the institute. In order to avoid

break in continuity of funding, the annual report should be submitted within 11 months of the date of sanction of project and UC, SoE should be submitted immediately after the end of year. If the annual report and SoE are not submitted within 1 month after the end of the year, the project is likely to be delayed so timelines should be strictly followed.

The last year fund would be released only after receiving the SoE and provisional UCs for the penultimate year. Last year allocation would be after adjustment of unspent balance as per the SoE & UC. A 10% of last year fund will be retained and will be released only after the submission of final report, UCs and SoE.

18. RE-APPROPRIATION OF FUNDS

Expenditure should on no account exceed the budget sanctioned for the project. For re- appropriation of expenditure under the different sub-heads (pay & allowances, contingencies, consumables, equipments, etc.) within the sanctioned budget and for unspent balance, a request may be sent to CCRUM where re-appropriation exceeding 20% of concerned subheads under sanctioned budget for the year is permissible. Within this 20%, PIs will have the liberty to re-appropriate the funds with due intimation to CCRUM. However, the overall sanctioned budget should remain the same.

19. DOWN GRADATION/UP-GRADATION OF APPROVED POSTS

For whatever reasons, if an investigator would like to downgrade or upgrade a post or convert it to an equivalent post with another designation, the PI will have to send a request to CCRUM with adequate justification. The justification will be

carefully examined by the Technical Division and if approved, Heads of Divisions will communicate the same to the PI. However, the PIs will have to manage such re-designations within the budget and only after appropriate approvals.

CCRUM shall only fund for the project positions, as enumerated in the criteria for engagement of Non-Institutional Project Human Resource Positions, purely on temporary contractual basis. Age relaxation beyond indicated maximum age limit is not permissible. It may be noted that there will be no legal binding or relation of "Employee" and "Employer", between the project staff and the CCRUM and no claim for any additional emoluments, perquisites, privileges, continuation of project services in any other ongoing project and regularization of service against the regular CCRUM sanctioned posts, shall be entertained.

20. DATE OF START

The date of initiation of the project will be the date when the PI receives the grant. This date would have to be communicated by the host collaborative Institute to the CCRUM.

21. UTILIZATION OF TRAVEL GRANT

The travel grant can be utilized for travel by the PI, Co-I or by Research Fellow/Associates/ Project Staff (staff) working in the project for:

Visiting the CCRUM Hqrs Office for meeting(s) related to the project.

Attending a training course related to project (mainly for project staff).

Attending seminars/symposia/conference provided the PI himself or the Project Staff/ Fellow/Associate is presenting a research paper (based on the project work) which has been accepted.

For field work /survey in respect of project related activities

International travels are not permitted under this head

22. CONTINGENCY GRANT

This is meant for recurring as well as non-recurring expenditure. The contingency grant can be utilized for purposes it was sanctioned by the appropriate Expert Committee like, but not limited to:

Acquisition of books and documents of relevance to the research topic in case these are not available in the library, these would become the property of the Institution library and after purchase and accession may be issued to the Department / Scientist till they are needed.

Charges for specialized investigations for which facilities do not exist in the host institute

Publication charges/article processing fees/ reprints/ off-prints of research papers published as an outcome of the research.

Printing of questionnaire

Preparing software for data management or Apps for data entry

Computer utilities, charges for analysis of data(computer charges)

Expenses in connection with the preparation of the final report

POL - Taking up field work/travel connected with the research work (TA/DA would be as per the entitlement).

Communication Charges

Grant cannot be used for purchase of furniture items/office equipment

For contingency grant exceeding Rs.25000/-per annum, detailed breakdown should be given. All expendable and non-expendable articles acquired for work of the project should be purchased in accordance with GFR and with the procedure in vogue in the host institutions. For permanent and semi-permanent assets acquired solely or mainly out of the grant, a separate audited record in the form of register in prescribed Performa enclosed shall be maintained by the Institute.

23. CONSUMABLE ITEMS REQUIRED FOR RESEARCH WORK

A detailed list of consumables proposed to be utilized in the project should be submitted in case the project is accepted for funding.

24. EQUIPMENT

The Council would provide minor equipment(s) for conduct of the study provided it has been approved by the appropriate (PEC/RSC/SE). There is upper ceiling of Rs 5,00,000/-on the amount to be sanctioned for purchase of equipment (s). All equipment should be purchased according to the GFR and procedures of the institutions where the project is to be carried out. Equipment procured through the CCRUM grant should bear a label "CCRUM funded". Only the equipment recommended by the PEC/RSC/SE may be purchased from the non-recurring head sanctioned for the project.

25. BIODATA OF PI AND CO-INVESTIGATOR

The biodata for the Principal Investigator (PI) and Co-Investigator (Co-I) should be concise, not exceeding two pages. To provide a brief overview of professional background and comprehensive list of publications should be attached.

26. ANNUAL PROGRESS REPORT

Annual report is to be submitted annually in the prescribed format. In order to avoid break in the continuity of funding, the Annual report and SoE should be submitted immediately after the end of the year.

The progress of the project would be evaluated by the CCRUM either by peer review or by an Expert Committee (PEC/RSC).

The project will not be renewed for the next year unless the Council receives the progress report in time.

A delay in receipt of the report in time for consideration by the Committee may lead to delay or termination of the project.

The PI may be asked to present the progress at the meeting of the Committee, if considered necessary.

The suggestions and views of the Committee and mid-course correction, if any, would be conveyed to the PI from time to time for effective conduct of the project.

On-site review may be conducted by Expert Committee (PEC/RSC) from time to time in collaborating Institutes in consultation with CCRUM to review the onward progress of project. Project progress if found unsatisfactory at any stage will lead to termination.

27. ANNUAL FINANCIAL STATEMENT

Annual Statement of Account in form of SoE as per the prescribed format duly signed by the Accounts Officer, PI & Head of the host institute/empanelled auditor for the project detailing the funds received and expenditure incurred upon completion of 11 months from date of start of the project needs to be submitted by the PI as provisional UC for releasing the grant for next year.

Unspent balance would be adjusted in the next year instalment.

28. FINAL SETTLEMENT OF THE ACCOUNTS

The final settlement of the Accounts will be done only after the receipt of the following:

Full and final utilization certificate

Full and final audited statement of expenditure

List of minor equipments procured from the project along with their cost, date of purchase and suggestions for disposal of all items purchased.

The unspent balance shall be refunded to the CCRUM by the institution at the end of the project period or as and when the investigator discontinues the project midway or when the non-compliance is noticed by the Committee.

29. FINAL PROJECT COMPLETION REPORT

At the completion of the project, the final report in the prescribed format has to be submitted.

To submit following documents within three months from the date of completion or termination of the project:

a) The final report
b) A list of articles, both expendable and non-expendable
c) Submit all the raw data (along with descriptions) generated from the project to the CCRUM
d) The raw data should also be stored at the PI site for at least 5 years post completion of the project.

Submit the audited statement of accounts duly audited by the auditors as stipulated by CCRUM.

Submit the publication copies related to the study with acknowledgment and shared authorship as ethically applicable with CCRUM.

30. EXTENSION OF THE PROJECT REQUESTS

The project extension beyond approved duration would not be entertained routinely. However, if interesting/important leads are likely to emerge that need to be followed up, then a valid justification for an extension should be submitted by the PI three months before the expected completion of the project along with progress report, clearly mentioning the period of extension with justification and reasons why the project could not be completed within the stipulated sanctioned period. It can be extended after approval of DG, CCRUM. It will not be necessary to send the same to finance section if extension request is within the approved budget. A proper justification is needed and Head of the concerned division will have to prior-approve the request before the final decision by DG, CCRUM and Finance section, if additional budget for the extended period is necessary, the details to which are to be provided by the PI in his extension request.

31. CHANGE OF PI

- PIs are encouraged to also have a Co- investigator preferably Unani physician in the project apart from allied sciences.
- In case the PI leaves the project, an eligible Co- investigator could be considered as the PI subject to recommendation of the PI and the Head of the Institution. Such a request should be sent well in advance, for approval of CCRUM along with consent of the Co- I that he agrees to carry out the project as per terms and conditions of CCRUM.
- In case the PI is shifting to any other institution, the Co-investigator could be made PI or the project could be

transferred to the Institutions with prior approval of the CCRUM.

- The host institution has an important role to play in the above. The institute/ Principal Investigator will have to inform CCRUM of any change and in consultation with CCRUM, take steps to ensure successful completion of the project before relieving the original Principal Investigator. Approval of DG, CCRUM for this change is required.

32. NUMBER OF PROJECTS WITH THE PI UNDER NORMAL CONDITIONS

- PI should only be implementing one (01) research projects funded by CCRUM, at a given time point and two (02) as Co-I.
- While submitting an application for a research project, the PI should give undertaking for all the research projects (completed, on-going).
- Fresh research proposal can be considered only after the completion of the previous project.

33. INTELLECTUAL PROPERTY RIGHTS

All new intellectual property viz. patents, copyright, design, etc. generated as part of the research supported by the CCRUM would jointly belong to the Council and host institute of the PI. All raw data should be made available/accessible to CCRUM at the completion of the project along with submission of the final report. CCRUM proceed with the patenting process with applicant as PI in loop.

34. OVERHEAD EXPENSES

- Will be restricted to maximum ceiling of 3% of the total recurring cost (excluding travel & equipment budget) of the project depending upon the type of host institution.
- Overhead expenditure will not be granted on equipment and travel allowances. In case of MoU with the institute, overhead charges will not be granted as per norms.

The grant paid by the CCRUM shall be refunded by the institution as and when the Investigator discontinues a project before the end of first year or does not follow the detailed technical programme laid down and approved, as recorded by PEC/RSC. Also, upon discontinuation, the PI is obligated to submit the technical report along with UC/ SoE and refund of balance of funds.

35. PUBLICATION OF RESULTS/PRESENTATION OF PAPERS

The research papers and publications based on the results of the research project should acknowledge funding from CCRUM and provide authorship as ethically applicable along with Project ID number, proposal ID as and when published. All authors shall abide by CCRUM publication policies and publication ethics. CCRUM should be informed about the paper acceptance and provided a copy of publication.

36. DATA SHARING

PI is required to submit all the raw data (along with descriptions) generated from the project to the CCRUM. Any sharing of data should follow the provisions of the Digital Personal Data Protection Act 2023 and relevant policies of the GoI.

COLLABORATIVE RESEARCH SCHEME AT INTERNATIONAL LEVEL

Any international collaboration will be taken up only after approval of Ministry of Ayush as per the norms and procedures prevalent at the particular time.

Before undertaking any collaborative research with foreign academic/research organization, the Memorandum of Understanding should be signed through the Embassy/High Commission of the collaborating country with prior approval of Ministry of Ayush.

The expenditure for collaborative research work in foreign country would be borne by that Country, whereas the expenditure incurred in India would be borne by CCRUM/ Ministry of Ayush. The travel expenses of the scientists travelling to the collaborating country from India for implementation/monitoring of the project will be borne by CCRUM/Ministry of Ayush whereas the travel expenses of the scientists of the collaborating country coming to India will be borne by the collaborating country. Local hospitality and transportation should be borne by the respective countries/organizations where visited.

Before any funding, the research proposal should be approved by DG, CCRUM and Competent Authority of Ministry of Ayush. However, for international collaborative research, technical inputs and research drug can be provided by CCRUM on recommendation of the Ministry of Ayush. In case of material transfer the National Biodiversity Act and other prevalent rules should be taken into account.

In all such collaboration with foreign organizations, MoU should be signed along with Non-Disclosure Agreement to maintain confidentiality of the data.

The ownership of the assets purchased will be decided in the MoU.

The cost of the project will be inclusive of institutional charges.

For all such projects, there should be a joint monitoring team involving experts from participating organization and CCRUM/Ministry of Ayush who will periodically oversee the research work.

In these collaborative researches, all the IPR issues including publication will be jointly shared between organizations of involved countries on case-to-case basis.

ANNEXURES

S. No	Annexures	Contents
1	Annexure I	Format for Submission of Project Proposal
2	Annexure II	Short Resume Format PI/Co-I
3	Annexure III	Budget Justification
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9	Annexure IX	Bond on Non-Judicial Stamp Paper (Rs.100/-)
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Format for Submission of Project Proposal

Annexure- I

PART-A

1. Title of the proposed research project (up to 25 words): should be specific, concise and yet sufficiently descriptive and informative.
2. **Summary (up to 250 words):** A structured summary should contain the following subheadings: (i) Rationale/ gaps in existing knowledge, (ii) Novelty, (iii) Objectives, (iv) Methods, and (v) Expected outcomes.
3. Does it cover priority areas of Collaborative Research?
4. Area of research (Please tick one):
    - Preclinical and clinical studies to assess the safety and efficacy of Newer Unani therapeutic interventions.
    - Development and standardization of Unani formulations, herbal remedies, and treatment modalities.
    - Research into Unani diagnostics, preventive healthcare strategies, and lifestyle interventions.
    - Documentation, digitization, and preservation of traditional Unani knowledge, including manuscripts, formulations, and treatment protocols.

- Integration of Unani medicine into mainstream healthcare, emphasizing its compatibility and synergy with modern medicine.
- Potential use of Unani therapeutics in treatment of sub-chronic & chronic ailments.

5. **Keywords:** Six keywords separated by comma which best describe your project may be provided.

6. **Abbreviations:** Only standard abbreviations should be used in the text. List of abbreviations maximum of ten may be given as a list.

7. **Problem Statement (up to 500 words):** State the currently available information to adequately present the problem.

8. **Rationale of the Study (up to 250 words):** Mention how the research question addresses the critical barrier(s) in scientific knowledge, technical capability, and/or programmatic/clinical/lab practice and its relevance to local, national and international context with relevant bibliography.
9. Hypothesis/ research question (up to 100 words): Please provide details

10. **Study Objectives (up to 25 words/ objective):** Define the objectives clearly and in measurable terms; mention as primary and secondary objectives if necessary. Do not include more than 3-4 objectives.

11. **Methodology:** Include objective-wise work plan under the following sub-headings:
    - Study design
    - Study site
    - Methods (e.g. PICO)
    - Sample size
    - Implementation strategy
    - Statistical analysis
    - Ethical issues

12. Expected outcome/ Deliverables aligned with research question (up to 100 words):

13. Future plan based on expected outcomes (up to 100 words):

14. Whether the study is going to generate new intellectual property or will be in conflict with the existing one?: Please provide details

15. Timelines with achievable targets: GANTT/ PERT chart to be uploaded.

PART-B

1. Preliminary work done by the PI including the source of funding (up to 250 words): Proof of concept (if any)

2. **Skill and Experience of the Research Team**: Highlight only salient points that provides

confidence to reviewers that team can implement the project with quality. Include one page brief CV of PI and Co-I-**in prescribed Format- (Annexure II)**

3. **Institutional Support/ Facilities:** Mention the efforts made to achieve inter-departmental or inter institutional collaboration needed for study implementation, details of coordination between clinical, laboratory and data management procedures, mention:

4. **Laboratory Facilities (*in-vivo*/*in-vitro*):** institutional resources such as instruments/ equipment and other physical resources available for use in the project proposed animal house etc.

5. **Budget:** Budget should be as per CCRUM guidelines available on the website. Justifications for all sub-headings under budget **(as per Format)** is to be provided in detail.

6. **Conflict of Interest Declaration (if any):** PI should include a statement for conflict of declaration (if any).

7. Additional supplementary information including figures, tables, flow diagrams, etc can be shared as PDF (5 MB).

Annexure II

Short Resume Format (PI/Co-I) (Maximum two pages)

Name: Qualifications: Designation: Institute

Date of Birth	
Domain Expertise	
Articles in Pub Med (Past 10 years)	
H-index	
Fellow of Academies	

Maximum of 10 primary research publications related to the proposal

Publication details in AMA style	Impact factor of journal	Name of policy/ programme/protocol document or patent/ commercialization of products where cited.

(Publications as first, last or corresponding authors may be identified with an asterisk (*))

Experience as Investigator:

Short title of project (Max. 10 words)	Role PI/co - investigator	Funding agency	Amount of funding	Reference of main publications

Annexure-III

Budget Justification (Staff, Equipment, Contingency/Consumables and Travel Allowance)

Staff/Manpower	
Sl. No.	Salary (As per CCRUM Project Staff guidelines)
Justification of Staff/Manpower(each position)	

Contingency	
Detail	Breakup with Justification
Year 1: Total Amount (e.g. 50,000) (amount is just for reference)	1) Item 1: 20,000/- 2) Item 2: 30,000/-
Year 2:	--
Year 3:	--
Year 4:	--

Sl. No.	Equipmen Name	Estimated cost (submit any documentary proof that shows projected cost such as estimate from GeM/E-commerce/ Company website)	Justification

Travel Allowance	
Detail	**Justification**
Year 1:	
Year 2:	
Year 3:	
Year 4	

Overhead charges(as per rules)	
Year 1:	
Year 2:	
Year 3:	
Year 4	
Grand Total	

Signature of the Principal Investigator	Accounts Officer of the Institute	Signature of Head of the Institute
Stamp Date: _____	Stamp Date: _____	Stamp Date: _____

Annexure-IV

Ref. CCRUM-Call for Application: _____
Title of the project:_____
Name of the PI:_____
Name of the Institute:_____

Declaration & Attestation

We hereby certify that:

i. We have read the terms and conditions for CCRUM Research Grant. All necessary Institutional facilities will be provided if the research project is approved for financial assistance.
ii. The equipment(s) that is being requested as part of this project is/are not available in the Institute/Department /or these are available and are being used at full capacity (Strike off the inappropriate one)
iii. The equipment(s) requested as part of this project have not been purchased earlier from the funds provided by CCRUM for previous project(s) in the Institute.
iv. No utilization certificate (UC)/ statement of expenditure (SoE) final report is pending for earlier CCRUM project(s) under the PI and the final report(s) for earlier projects have been submitted.

v. The project has not been submitted to any funding agency or institution other than the CCRUM.

vi. The PI does not have more than 1 (One) CCRUM projects at present as a Principal Investigator and two as Co-I.

vii. We understand that CCRUM shall only fund for the project positions, as enumerated in the criteria for engagement of Non-Institutional Project Human Resource Positions, purely on temporary contractual basis. CCRUM has apprised us of this rule and we have carefully noted it.

viii. The name of the Statutory Audit Authority of our Institute is as follows:

[Please attach a copy of the resolution if a private firm is engaged]

ix. Registration/Unique ID no. assigned by NITI Ayog, GoI (on DARPAN Portal) (applicable only for NGOs):

x. CV of the investigator and Co-Investigators is/are attached in prescribed format.

Name **Signature**

Date

a) Principal Investigator _____

b) Co-Investigator(s) _____

c) Head of the Department _____

Signature of the Head of the Institution with seal

Date

Annexure-V

Format for Annual Progress Report

1. Project title
2. PI (name & address)
3. Co-I (name & address)
4. Date of start
5. Duration
6. Objectives of the proposal
7. Methodology
8. Interim modification of objectives/methodology (with justifications)
9. Detail progress of the work carried out during the period
10. A summary sheet of not more than two pages under following heads (Title, Introduction, Rationale, Objectives, Methodology, Results, Translational Potential)
11. Research work which remains to be done under the project
12. Applied value of the project
13. Any publications
14. Any patents applied for
15. If additional budget or staff is required for the remaining part of the research work, please give justifications and details.

Date:

Signature:

Designation:

Format for Final Report

1. Title of the Project:
2. Unique ID of the Project (provided by CCRUM)
3. Principal Investigator and Co-Investigators
4. Implementing Institution and other collaborating Institutions
5. Date of commencement
6. Duration
7. Date of completion
8. Objectives as approved
9. Deviation made from original objectives if any, while implementing the project and reasons thereof.
10. Field/ Experimental work giving full details of summary of methods adopted.
11. Supported by necessary tables, charts, diagrams and photographs.
12. Detailed analysis of results.
13. A summary sheet of not more than two pages under following heads (Title, Introduction, Rationale, Objectives, Methodology, Results, Translational Potential)
14. Contributions made towards increasing the state of knowledge in the subject.
15. Conclusions summarizing the achievements and indication of scope for future work.
16. Science and Technology benefits accrued:
17. List of research publications with complete details: Authors, Title of paper, Name of Journal, Vol., page, year
18. Manpower trained in the project:

19. Research Scientists or Research Fellows
20. No. of PhDs produced
21. Other Technical Personnel trained
22. Patents taken, if any:
23. Products developed, if any.
24. Abstract (300 words for possible publication in CCRUM Bulletin).

Procurement/usage of Equipment

S. No	Name of Equipment	Make/ Model	Cost	Date of Installation	Utilization rate%	Remarks regarding maintenance/breakdown

Suggestions for disposal of equipment.

Name and signature with date	
1. (Principal Investigator)	2. (Co-Investigator)

Annexure-VI

Format for Annual Statement of Accounts/Provisional UC

(Period.....)

1. Sanction Letter No: .....……..……
2. Total Project Cost: Rs……
3. Sanction/Revised Project cost (if applicable): Rs.....
4. Date of Commencement of Project: …….....
5. Proposed Date of Completion:
6. Statement of Expenditure: From….....To.....

S. No.	Sanctioned / Heads	Funds Allocated	Expenditure Incurred				Balance as on (Date)	Remarks
			I Year	II Year	III Year	IV Year		
1.	Salaries							
2.	Contingencies							
2.1	Non-recurring (Equipments)							
2.2	Recurring (Supplies, Materials, Consumables, etc.)							
3.	Travel							
4.	Overhead Expenses							
5.	Interest on Bank Deposit							
	Total							

Committed Expenditure (3 months):

S. No.	**Heads**	**Committed Expenditure**	**Remarks**

Signature of Principal Investigator with date:
Signature of Accounts Officer with date:
Signature and Seal of Head of the Institute:

Format for Final Utilization Certificate

1) Title of the Project
2) Name of the Institutions
3) Principal Investigator
4) CCRUM letter No. and date sanctioning the project.
5) Head of account as given in the original sanction letter

Certified that out of Rs.....of grants-in-aid sanctioned during the project period …… in favour of ……..under CCRUM Letter No…… a sum of Rs…… has been utilized for the purpose for which it was sanctioned and that the balance of Rs…….. remaining unutilized at the end of the project which has been surrendered to CCRUM (vide cheque No.....Dated……..).

Certified that I have satisfied myself that the conditions on which grant was sanctioned have been duly fulfilled and that I have exercised required 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.
ii. There exist internal controls for safeguarding public funds/assets watching outcomes and achievements of physical targets against the financial inputs.
iii. To the best of our knowledge and belief, no transactions have been entered that are in violation relevant Act/Rules/standing instructions and scheme guidelines.
iv. 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.

Format for Final Statement of Expenditure
(to accompany the Final Report)

1. Sanction letter No.:
2. Total project cost:
3. (Sanctioned/revised project cost, if applicable)
4. Date of commencement of project:
5. Date of completion of project:
6. Grant revised in each year (financial):

S. No.	Sanctioned/ Heads	Funds Allocated	Expenditure Incurred				Balance as on (Date)	Remarks
			I Year	II Year	III Year	IV Year		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	Salaries							
2.	Contingencies							
2.1.	Non-recurring (Equipments)							
2.2	Recurring (Supplies, Materials, Consumables, etc.)							
3.	Travel							
4.	Overhead Expenses							
5.	Others(if any)							
	Total							

Amount to be refunded/reimbursed (whichever is appropriate):
Rs……

Name & Signature Principal Investigator With date:
Signature of Competent Financial/audit authority with date:

Annexure-VII

ACCEPTANCE

To

The Director General
CCRUM, New Delhi 110058

Dear Sir/Madam,

1. We hereby accept the project entitled ---------- (CCRUM Project ID) with Sanctioned budget..... and Duration of …….. years.

2. We agree to submit Annual Report along with and Statement of Expenditure and Provisional Utilization Certificate of the project within three months of prescribed date, failing which the project is likely to be terminated.

3. We agree to submit following documents within three months from the date of completion or termination of the project:

a. The Final Report
b. A list of articles, both expendable and non-expendable
c. Submit (online) all the raw data (along with descriptions) generated from the project to the CCRUM

4. We agree to submit the Audited Statement of accounts duly audited by the auditors as stipulated by CCRUM.

5. We agree to acknowledge the CCRUM in all publications related to the study.

Name and signatures of the PI

Signatures and seal of Head of the Institute

Date_____

Annexure VIII

Memorandum of Understanding

Title of the study……

1.1 THE AGREEMENT

THIS AGREEMENT made and entered into on – day of – , --, between Central Council Research in Unani Medicine, a Society registered under the Societies Registration Act (XXI of 1860), having its registered office at Jawahar Lal Nehru Bhartiya Chikitsa Avum Unani Medicine, 61-65 Institutional Area opposite D-Block, Janakpuri, New Delhi-110058 (herein after called CCRUM which expression shall where the context so admits include its successors and permitted assigns) of the one part.

and

…… {Hereinafter called the……..which expression shall where the context so admits include its successors and permitted assigns} of the other part.

2.1 PREAMBLE

2.2 WHEREAS CCRUM under its research activities conducts various research schemes that include Clinical Verification research, clinical research, Drug Proving, etc.

2.3 WHEREAS the CCRUM is desirous of collaborating with the…… on the project entitled "……" {Hereinafter called the PROJECT} to be carried out at……

The period of project shall be for a duration of …… Months, commencing w.e.f. ……

It will be a collaborative study between the CCRUM and the…… ……, the Co-ordination team, and the Investigators in the PROJECT shall be as given below:

STUDY TEAM

A. Principal Investigators
B. Investigators
C. Coordination:

Now, therefore, in consideration of the premises and mutual covenants hereinafter contained, the parties hereto agree as follows:

3.0 SCOPE OF THE AGREEMENT

The agreement details the terms and conditions, financial arrangements, modalities of collaboration, intellectual property right, responsibilities and obligations of both the parties.

3.1 The second party viz …… shall specify its share in contribution in the project in detail. It shall truthfully disclose the details of manpower, machinery, equipments and laboratories and its facilities available with them, which shall be utilized as its contribution towards the project.

4.1 FINANCIAL AGREEEMENTS

4.2 CCRUM and Collaborating Institution shall bear the financial inputs under its Collaborative Research Study for the Study entitled " …….. " as agreed on the basis of project approved.

4.3 Financial Support: CCRUM will provide financial support for staff and contingencies-recurring and non-recurring as approved for the project and duration of study according to terms of release. (4.7).

4.4 Expenditure on monitoring of the project to be carried out by independent experts/ institutions selected by the CCRUM would be met by the CCRUM and expenditure for monitoring the project by experts selected/nominated by …….. shall be borne by them.

4.5 Contingencies

4.5.1 Non-recurring: Essential scientific equipments may be permitted as non-recurring expenditure. However, the quantum of such expenditure will not be more the 25% of the total budget of the project. The equipment though shall be property of the CCRUM, but these will be used for research for future studies too and shall be accessible to CCRUM, whenever required and on completion of the study, all equipment should be transferred to any nearby Institute/unit of CCRUM for its utilization.

4.5.2 Recurring: The expenditure of recurring nature such as financial support for staff's salary, medicine, chemicals and glassware's Investigations, animals, printing and stationary, postage, photo copying may be allowed to be purchased as a part of the recurring contingencies.

4.6 Travelling Allowance: Travelling Allowance/Daily Allowance (TA/DA) of the Investigators will be permitted for attending the meetings for monitoring and field- work within the sanctioned fund. Foreign tour will not be allowed. TA/DA will be allowed only as per TA rules of Govt. of India.

4.7 Certificate of Non receipt of parallel grants

The grantee Institution/individual shall furnish a certificate to the effect that the said Institution/individual has not been sanctioned grant for the same purpose from any other Deptt. of Central/State Govt. or agency during the period for which the grant has been sanctioned by CCRUM.

4.8 Release of Funds

The head-wise grant-in-aid will be released to the Head of the Institution in installments as yearly/half-yearly as per the study proposal. The first installment will be released along with the sanction letter. It would include the grant for non-recurring and recurring expenditure for a period of one

year/six months. The next installment would be released after receiving the following documentation in the prescribed Performa.

- Technical Progress Report
- Utilization Certificate & Expenditure Statement
- Mid-term appraisal by monitoring committee or expert(s) after presentation by the Principal Investigator/site visit report.

4.9 Maintenance of Accounts

The Institution/Individual shall open new A/c and maintain separate account exclusively with the bank in the name of the Institution/Individual and the same should be operated jointly at least by two office bearers. The accounts of the grant shall be maintained properly and separately from the normal activities of the Institution/Individual.

The project becomes operative with effect from the date on which the Draft/Cheque is received by the implementing institution. This date should be intimated by the institution authorities/principal Investigators to the CCRUM within one month.

A set of audited statement of these accounts duly signed by responsible officers as mentioned in para 4.10 shall be furnished to CCRUM after utilization of the financial support from CCRUM. Further, these accounts shall be open to inspection by the sanctioning authority and internal audit by the Accounts Officer of the CCRUM, whenever the grantee Institution is called upon to do so.

4.10 Re-appropriation

Expenditure incurred should not exceed the sanctioned budget against one or more sub-heads of expenditure such as staff salary, TA/DA, contingency etc. within the overall sanctioned ceiling of that study. Any excess expenditure shall be borne by the second party viz. ……..

Re-appropriation of funds from one primary head to another primary head is permissible upto 15% to cover excess of expenditure over authorized limits provided total expenditure does not exceed the total sanctioned budget, only after specific return approval of first party i.e. CCRUM, New Delhi.

No expenditure shall, however, be incurred by re-appropriation of savings on items not sanctioned by the CCRUM, i.e. non-consumable equipment, store etc. savings shall also not be re-appropriated for meeting or incurring expenditure on staff that has not been sanctioned by the CCRUM. The institute should ensure that while submitting the final UC & expenditure statement, the above norms shall be strictly followed. Excess expenditure, if any, shall be borne by Institute.

4.11 Utilization Certificate & Expenditure Statement

Utilization Certificate & Head-wise Expenditure Statement is required to be submitted to the CCRUM immediately after utilization of amount released duly certified and signed by the following responsible officers:

i) UC & ES should be duly certified by the Head of the Finance/Accounts Deptt. i.e. Finance Officer/Account Officer, if it is a Govt. Organization/Institution whose Accounts are being audited by Controller and Auditor General of India (CAG) as per rule 211 (1) (2) of GFR and duly counter **signed** by the Principal Investigator & Head of the Institution; followed by an audit of the accounts by the Accounts Officer, CCRUM, New Delhi.

ii) UC & ES should be duly **certified** by Chartered Accountants (CA) for all others organization/institution as per rule 211 (3) of GFR and duly **signed** by the Principal Investigator & Head of the Institution; followed by an audit of the accounts by the Accounts Officer, CCRUM, New Delhi.

4.12 Refund of funds

Unspent Balance, if any, must be refunded to the CCRUM through Demand Draft in favour of Director General, CCRUM, New Delhi on completion/termination of the study, within a period of three months of the date of completion of project, failing which the second party shall be liable to pay interest at 9% per annum from due date till actual date of refund.

The grant released by the CCRUM shall be refunded in full by the institution along with 18% interest per annum when the Investigator discontinuous the Study midway or does not follow the detailed technical programs as approved.

The interest earned on financial support from CCRUM in Bank A/c should be reported to the CCRUM and reflected in the Expenditure Statement. The interest earned shall be refunded to CCRUM, New Delhi or will be adjusted towards further installment of grant.

4.13 The second party viz…….. shall execute an indemnity bond in the prescribed Performa in favor of CCRUM, New Delhi.

4.14 General Financial Conditions

The entire grant should be exclusively utilized only for the research activities for which it has been sanctioned within the specified period. The grant will not be regarded as a subvention towards the normal work of the Institution.

Expenditure should not exceed the sanctioned financial support for the study.

All items (other than sanctioned by CCRUM, for the study) i.e. basic equipment and ordinary laboratory chemicals, glassware, furniture and other assistance, shall be provided by the institute for the smooth working of the research study.

Ten percent (10%) of total sanctioned budget of the study will be retained by CCRUM, New Delhi till satisfactory conclusion of the study and submission of the peer-reviewed report of study for publication in the journal(s). The second party shall strictly comply with all codal formalities as provided in GFR in purchase of equipments, consumables and other items for use in the project.

The CCRUM, New Delhi reserves the right to terminate the project at any stage, if it is convinced that the grant has not been properly utilized or appropriate progress is not being made.

5.1 MODALITIES OF COLLABORATION

5.2 The responsibilities of the …… and schedule of fulfillment thereof shall be as per the guidelines of CCRUM. CCRUM will provide the financial assistance based on the project proposal submitted by ……

5.3 The execution of the project will be monitored by a PMC/RSC committee chaired by the Director General, CCRUM or his nominee, every six months. The Investigator(s) will make a presentation before the experts or a site visit may be arranged. The final outcome of the Project will be evaluated by the PEC expert group who will give their recommendation to the CCRUM.

5.4 There will be a Data Monitoring Committee (DMC) for the PROJECT. The DMC shall consist of Scientists nominated by CCRUM. The DMC shall review (every six months) the progress of the PROJECT.

6.1 Responsibilities of the Institutions

6.2 Necessary Institutional facilities will be provided if the research project is approved for financial assistance.

6.3 **All records** and reports related to the project shall be shown and furnished to the authorized representatives of the CCRUM or Ministry of AYUSH.

6.4 **Project shall** be open for evaluation of the physical progress and utilization of funds to the discretion of the competent authority. A periodical report of the progress of the project shall be given by the Investigator every month.

6.5 **The grantee organization**/Individual agrees to submit within one month from the date of termination of the project, final report and a list of articles, both expendable and nonexpendable left on the closure of the project.

6.6 **No portion of the grant** will be utilized for furtherance of a political movement, prejudicial to the security of the Nation

6.7 **The grantee** will not indulge in corrupt practices.

6.8 **Maintenance of Stores**

6.8.1 **The items purchased out of the grant** of the CCRUM shall be entered in the separate stock register maintained for the purpose and the same shall be properly kept in the store and presented to auditors for check and endorsement, as and when desired. The usual forms prescribed for this purpose by the grantee institution should be used for these registers and all purchases made in accordance with the procedure in vogue in the institution. Only such equipment for which provision has been made in the budget shall be purchased. All the non-expendable articles purchased out of the funds of the CCRUM will be the property of the CCRUM. However, the equipment/instruments/machines, etc. purchased out of the grant can be retained, on submission on a term and condition laid down under **4.4.1** of this MoU.

6.7.2 General terms and conditions of appointment

Appointment will be of temporary and contractual nature for a maximum period of the duration of the period; The staff employed for the term of the study will be subject to the rules and administrative control of the institute and will be appointed in accordance with the normal recruitment rules and

procedures of the concerned institute. The scales of pay allowances etc. applicable to the staff of the scheme shall not in any circumstance exceed the limit as mentioned in the proposal of the study. The CCRUM will not be liable to bear any expenditure on pension/ provident fund contribution and leave salary contribution incurred or committed by the grantee for persons appointed on deputation from any other organization. Allowance (CCA), Bonus, Leave Travel Concession (LTC) and medical benefits are not admissible to any category of project staff. If the PI to whom a grant for a project has been sanctioned wishes to leave the Institution where the project is based, the Institute/ PI will inform the same to the CCRUM and in consultation with CCRUM, evolve steps to ensure successful completion of the project, before relieving the PI.

7.0 Completion

7. 1 The work envisaged to be done by the ----------shall be deemed to have been successfully completed by the ---------- (on submission of the Final Report/fulfillment of its/their responsibilities as detailed in their project proposal)

7.2 The PROJECT shall be deemed to have been successfully completed on satisfaction of criteria fixed by the DMC or any other criteria mutually agreed by the parties hereto.

8.1 RESULTS OF PROJECT

8.2 The intellectual property that is copyrights, generated in the collaborative PROJECT shall be jointly owned by the CCRUM and the ----------. The CCRUM will bear all the expenditure involved in patent procedure. However, the technology developed out of the Project is the sole property of CCRUM and it has full rights to transfer the technology to any Industry of its choice. If the results of research are to be legally protected, the results should not be published without action being taken to secure legal protection for the research results.

8.3 **The procedural formalities** for securing and maintaining the intellectual property rights (copyright) if any shall be the joint responsibility of the CCRUM and the ----------

8.4 **Publication:** The parties shall consult each other for any publication in respect of the PROJECT and it will be joint publication. These publications (papers, reports etc.) shall be in the names of Principal Investigator and research workers of both CCRUM and ----------, wherein it will be duly acknowledged that the work has been carried out under the collaborative programme between the parties.

8.5 **Patents:** The CCRUM shall have the right to file patents in respect of inventions/discoveries made under a scheme/project financed by the CCRUM. The Officer-in-Charge or the staff employed in this project shall not apply or obtain patents for any invention/discovery made by them without prior written approval of the CCRUM. All patents will be registered with NRDC in the name of the Central Council for Research in Unani Medicine, New Delhi, India.

8.6 **Source Documents**

8.6.1 **:** Photocopy of completed case records should be sent to CCRUM Headquarters on monthly basis.

8.6.2 **:** At the end of the study, the original source documents should be submitted to the CCRUM. However, a photocopy of these documents may be kept by the PI/----------

9.0 Confidentiality

9.1 During the tenure of the agreement

Both CCRUM and the _____ undertake on their behalf and on behalf of their sub- contractors / employees / representatives / associates to maintain strict confidentiality and prevent disclosure thereof, of all the information and data exchanged/ generated pertaining to work under this agreement for purposes other than in accordance with this agreement. Both parties, however, retain the rights to use the R &D results generated during the PROJECT for its own R &D programmes without any obligation to the other.

10.0 Utilization of Intellectual Property Developed

10.1 The CCRUM shall have the full rights for commercially exploiting the intellectual property generated in the allotted project

11.0 Force Majeure

11.1 Neither party shall be held responsible for non-fulfillment of their respective obligations under this agreement due to the exigency of one or more of the force major events such as but notlimited to acts of God, war, flood, earthquakes, strike, lockouts, epidemics, riots, civil commotion, etc. provided on the occurrence and cessation of any such events, the party affected thereby shall give a notice in writing to the other party within one month of such occurrence or cessation. If the force-major conditions continue beyond six months, the parties shall then mutually decide about the future course of action.

12.1 Effective Date, Duration & Termination of the Agreement

12.2 These terms and conditions will be valid for a period of one year and its extension/continuation or otherwise shall be jointly decided by CCRUM and ---------- two months prior to the end of above period. However, the rights/obligations arising from the implementation of this agreement shall survive the termination of the agreement.

12.3 The agreement shall be effective from …… and shall remain in force for a period of one year from the said date. The agreement shall terminate on the expiry of the period, unless extended by both the parties.

12.4 During the tenure of the agreement, parties hereto can terminate the agreement either for breach of any of the terms and conditions of this agreement or otherwise by giving three month notice in writing to the defaulting party. Failure of either party to terminate the agreement on account of breach or default by the other shall not constitute a waiver of that party's right to terminate this agreement.

12.5 **In the event of termination on the agreement** vide Clause 12.3, the right and obligations of the parties thereto shall be settled by mutual discussion; the financial settlement shall take into consideration not only the expenditure incurred but also the expenditure committed by the parties hereto.

12.6 **The agreement arrived at between** the parties for the utilization of the intellectual property shall survive the termination of the agreement.

12.7 **That the second party shall** ensure completion of the research work within the specified period and budget indicated in the proposal.

12.8 **Any extension of the time period** of the project shall be at the sole discretion of the Director General, CCRUM, in case the second party for reason beyond its control, is unable to complete the project, within the stipulated period.

13 Notices

13.1 All notices and other communications required to be served on the, under the terms of this agreement shall be considered to be duly served if the same shall have been delivered to, left with or posted by registered mail to the other party. Similarly, any notice to be given to the CCRUM shall be considered as duly served if the same shall have been delivered to, left with or posted by registered mail to the CCRUM at its registered address in New Delhi.

14 Amendments to the Agreement

14.1 **No amendment or modification** of this agreement shall be valid unless the same is made in writing by either the parties or their authorized representatives and specifically stating the same to be an amendment of this agreement. The modifications/changes shall be effective from the date on which they are made / executed, unless otherwise agreed to.

15 Assignment of the Agreement

15.1 **The rights or/and liabilities** arising to any party to this agreement shall not be assigned except with the written

consent of the other party and subject to such terms and conditions as may be mutually agreed upon.

16 Arbitration

In the event of any dispute or differences between the parties hereto, such disputes or differences shall be resolved amicably by mutual consultations.

If such a resolution is not possible, then the unresolved disputes or differences shall be referred for attribution, as per the Indian Arbitration and Conciliation Act, 1996. In which, DG, CCRUM or his nominee shall be the arbitrator, whose decision shall be final & binding.

17 Jurisdiction

The courts at New Delhi shall have the exclusive jurisdiction in case of any dispute between the parties

SEAL OF PARTIES

In witness whereof parties hereto have signed this agreement on the day, month and year, mentioned hereinbefore.

For and on behalf of	**For and on behalf of CCRUM**
……	……
……	……
Signature with Seal	**Signature with Seal**
Name:	Name:
Designation:	Designation: Director General
Signature Witness	**Signature Witness**
(Name & address)	(Name & address)
1.	1.
2.	2.

Annexure IX

BOND

This bond made this the ……. day of ……,…….. between … … …….., an association registered under the Societies Registration Act, ……..…. and having its office at …… in the …….. hereinafter called the 'obliger' (Which expression shall unless excluded by or repugnant to the context be deemed to include its successors-in-interest) of the First part and the President of India hereinafter called 'the Government') of the Second part; WHEREAS at the request of the obliger, the Government have sanctioned a grant-in-aid of …….. vide their letter …….. (hereinafter referred to as the said letter) which forms an integral part of these presents and a copy whereof is annexed hereto and marked with the letter 'A' for the purpose of and on condition of the obliger executing a bond in favour of the Government on the terms and conditions and the manner hereinafter contained which the obliger has agreed to do.

Now, this Bond Witnesseth and it is hereby agreed and declared as follows:

1. That the obliger shall utilize the said grant-in aid of …… only for the purpose of specified in the said letter and for no other purpose whatsoever.
2. That the obliger shall abide by all the terms and conditions specified in the said letter and the General Financial Rules 1963 and any orders or instructions that may be issued by Government from time to time.
3. That in the event of any failure on the part of the obliger to abide any of the terms and conditions of the grant-in-aid specified in the said letter or his committing any breech thereof, the Government will be at liberty to order the obliger to repay in full (forthwith entire grant-in-aid amounting to …… only or any part thereof with interest thereon at the rate of six percent (6%) per annum and any order made by Government in this respect will be final and binding on the obliger and on receipt of the said order of the obliger forthwith and without any objection pay to the Government such sum not exceeding a sum of

……. only plus interest thereon as may be fixed by the Government and the decision of the Secretary to the Government of India in the Ministry of Health and Family Welfare about the amount so to be paid shall be final and conclusive.

4. The society/trust agrees and undertakes to surrender/pay to the Government the monetary value of all such pecuniary or other benefits which it may receive or derive/have received or derived through/upon unauthorised use (such as letting out the premises for adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grant was sanctioned) of the property/building/created/acquired /constructed largely from out of Government grant. The decision of the Secretary the Government of India in the Ministry of Health and Family Welfare as regards to the monetary value afore mentioned to be surrendered/ paid to the Government of India will be final and binding on the Society/Trust.
5. Upon the obliger utilising the grant-in-aid only for the purpose specified in the said letter and abiding by fulfilling and performing all the terms and conditions of the said letter the above written obligation shall be void and no effect but otherwise it shall be and remain in full force effect and virtue.

PROVIDED always and it is hereby agreed and declared that the decision of the Secretary, Ministry of Health and Family Welfare as to whether the obliger has or has not performed and observed the obligations and conditions herein before receive shall be final and binding.

6. The stamp duty on the bond shall be borne by the Government INWITNESS whereof these presents have been signed by …… and …… for and on behalf of the obliger and ……..for and on behalf of the President of India on the dates appearing against their respective signatures.

Signed by:

1. Name…….. Dated ….....and
2. Name…….. Dated ….....

1. Signature……
2 Signature……

1. Witness
Name and Address

2. Witness
Name and Address

Signed by ……..dated……for and on behalf of the President of India in the presence of:

Signature……

1. Witness
2. Witness

(Each page of the bond has to be signed by the two office bearers of the institution who are authorised to operate upon and bind its funds).

Annexure X

Undertaking

PROFORMA FOR UNDERTAKING/CERTIFICATE

To
The Director General,
Central Council for Research in Unani Medicine
(CCRUM) New Delhi

Subject: Release of grant-in-aid under the EoI Scheme for Collaborative Research of Undertaking/certificate/pre-stamped receipt-reg.

Sir,

With reference to your letter No ……..……..……dated ……..……. Sanctioning Rs …… (In words) as 1st instalment of grant-in-aid under the EoI Scheme for Collaborative Research for undertaking the research project titled "……", I hereby submit the following undertaking/certificate/document:

1. The terms and conditions of grant-in-aid are acceptable to this Organization;
2. It is certified that Organization is not involved in any proceeding relating to the accounts or conduct of its office bearers;
3. Being Non-Governmental Organization has executed necessary bond;
4. A pre-stamped receipt is enclosed herewith.

It is requested that necessary crossed Demand Draft may be issued in favor of at the earliest.

Signature of PI with date and Stamp

Signature of Registrar/Finance Officer/Head of Department/Principal/Dean

Annexure XI

Pre-Receipted Bill
PRE- STAMPED RECEIPT

Received Demand Draft No. ……. dated for Rs. (Rupees……. only) from the Central Council for Research in Unani Medicine (CCRUM), (Ministry of AYUSH, Government of India) towards 1st instalment of grant-in-aid under the Collaborative Research Programme with CCRUM for undertaking the research project titled "……"

(Signature of the Head of the Organization with official seal)

NO FINANCIAL ASSISTANCE CERTIFICATE
(To be submitted on Institution letter head)

This is certify that no financial assistance has been received from any other Department of central or state Government/Organisation /Institutions /DBT/DST/CSIR/AIIMS/ICMR etc. for the project entitled "……."
To the Principal Investigator (Name)……..of …….. (Name of the Institute).

Signature of Principal Investigator with date & Seal	**Signature of Co-Investigator with date & Seal**	**Signature of Head of the Institution with date & Seal**

Annexure XII

Certificate Regarding Availability of the Relevant Machinery and Equipment with the Institute

(On Institute letter head)

Date:

This is to certify that ……. [Institute Name], located at……. [Institute Address], has the necessary machinery and equipment available to support the successful completion of the project titled "……..…**[Project Title]"**, funded by Central Council for Research in Unani Medicine (CCRUM), New Delhi

Details of Available Machinery and Equipment:

Name of Equipment/Machinery	**Quantity**	**Model/Specification**	**Condition**
[Equipment/Machinery 1]	[Quantity]	[Model/Specification]	[Condition]
[Equipment/Machinery 2]	[Quantity]	[Model/Specification]	[Condition]
[Equipment/Machinery 3]	[Quantity]	[Model/Specification]	[Condition]

The listed equipment and machinery are in good working condition and are readily available for use in the project. Our institute is committed to ensuring that these resources are maintained and accessible to facilitate the successful execution of the project objectives.

Signature of Principal Investigator with date & Seal

Signature of Head of the Institution with date & Seal

Annexure-XIII

Mandate form of the Institute for Transfer of Funds

Electronic Clearing Service (Credit Clearing) / Real Time Gross Settlement (RTGS) Facility for Receiving Payments

Detail of Account Holder (in capital latters):

1	Name of Account Holder	
2	Complete Contact Address	
3	Telephone Number / Fax / Email	
4	Name & Address of Project Investigator	
5	Title of The Project	

Bank Account Detail (in capital latters):

1	Bank Name	
2	Branch Name with Complete Address, Telephone Number and Email	
3	Whether the Branch is Computerised?	
4	Whether the Branch is RTGS Enabled? If Yes, Then What is the Branch's IFSC Code	
(i)	Is the Branch also NEFT Enabled?	
(ii)	Type of Bank Account (Only Saving Bank Account/ Interest-Bearing Account)	
(iii)	Complete Bank Account Number (Latest)	
(iv)	MICR Code of Bank	
(v)	Copy of PFMS Mapped Vendor Details (For Govt Institutes)	

I hereby declare that the particulars given above are current and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user Institution responsible.

(Signature & Seal of Project Investigator)

(Signature of Accounts Officer of the Institute)

Date: …….

Annexure-XIV

Plagiarism Undertaking

To

The Director General
CCRUM, New Delhi

Sir

I…….. hereby certify that the research proposal titled ……submitted for possible funding by CCRUM, New Delhi is my original idea and has not been copied/taken verbatim from anyone or from any other sources. I further certify that this proposal has been checked for plagiarism through a plagiarism detection tool i.e. ..... and the contents are original and not copied/taken from any one or many other sources. I also declare that there are no plagiarism charges established or pending against me in the last five years. If the funding agency notices any plagiarism or any other discrepancies in the above proposal of mine, I would abide by whatsoever action taken against me by CCRUM, as deemed necessary.

Signature of PI with date

Name / designation

CENTRAL COUNCIL FOR RESEARCH IN UNANI MEDICINE

MINISTRY OF AYUSH, GOVERNMENT OF INDIA