

## PROJECT COMPLETION REPORT

### Notes:

- i. 1 soft copy of the Project Completion Report (PCR) should be sent within one month of the completion or termination of the project.
- ii. The PCR should be in the same format. PI may, if required, submit a detailed report in bound form.
- iii. Cover page should include the title of the project, file number, names & addresses of the investigation.

1. Title of the project:
2. Principal Investigator(s) and Co-Investigator(s):
3. Implementing Institution(s) and other collaborating Institution(s):
4. Date of commencement:
5. Planned date of completion:
6. Actual date of completion:
7. Objectives as stated in the project proposal:
8. Deviation made from original objectives if any, while implementing the project and reasons thereof:
9. Experimental work giving full details of experimental set up, methods adopted, data collected supported by necessary table, charts, diagrams & photographs:
10. Detailed analysis of results indicating contributions made towards increasing the state of knowledge in the subject:
11. Conclusions summarising the achievements and indication of scope for future work:
12. S&T benefits accrued:
  - i. List of Research publications:

S No	Authors	Title of paper	Name of the Journal	Volume	Pages	Year

- ii. Manpower trained on the project
  - a) Research Scientists or Research Associates
  - b) No. of Ph.D. produced
  - c) Other Technical Personnel trained
- iii. Patents taken, if any

13. Financial Position:

No	Financial Position/ Budget Head	Funds Sanctioned	Expenditure	% of Total cost
I	Salaries/ Manpower costs			
II	Equipment			
III	Supplies & Materials			
IV	Contingencies			
V	Travel			
VI	Overhead Expenses			
VII	Others, if any			
	<b>Total</b>			<b>100%</b>

14. Procurement/ Usage of Equipment

a)

S No	Name of Equipment	Make/Model	Cost (FE/ Rs)	Date of Installation	Utilisation Rate (%)	Remarks regarding maintenance/ breakdown

b) Plans for utilising the equipment facilities in future

Name and Signature with Date

a. \_\_\_\_\_  
(Principal Investigator)

b. \_\_\_\_\_  
(Co-Investigator)