



Guidelines for the Scheme of Research & Development Studies for Food Quality and Safety

1. Introduction

The Food Safety and Standards Authority of India (FSSAI) has been established under the Food Safety and Standards Act, 2006 as a statutory body for laying down science based standards for articles of food and for regulating manufacturing, processing, storage, distribution, sale and import of food so as to ensure the availability of safe and wholesome food for human consumption. In furtherance of the mandate, the Authority proposes to support innovative R&D proposals pertaining to food safety and quality control by providing financial assistance. Similarly, in developing evidence based policies on relevant issues, the Authority may contract studies at Entities.

2. Objectives:

Objective of the scheme is to (i) generate new knowledge that would help in continuously updating and upgrading food safety standards which are compatible with international organizations and (ii) carry out evidence based studies for improving or building policies.

3. Eligible Organisations:

- Academic institutions & universities;
- Publicly funded R&D laboratories, both in Central & State Government;
- In-house R&D units & Scientific and Industrial Research Organizations (SIROs) recognized by Department of Science and industrial research (DSIR);
(here in after referred to Entities)

4. TYPES OF PROJECTS:

Following types of projects are envisaged:

- i. Studies
- ii. Research & Development Projects.

4.1 In either case, both Push type (top down approach) or Pull type (Bottoms up approach) projects will be considered for support:

(a) **Push type Projects**

For these types of projects, the FSSAI shall identify the specific projects based on needs where further studies / R&D are required. For such projects Authority will identify the institutions and solicit project proposals. Authority will carry out an internal evaluation of suitable institutions / agencies / individuals, who can carry out the assignment. External experts may be associated in evaluating and refining the projects, wherever necessary.

(b) **Pull type projects**

The FSSAI will indicate the broad areas of interest to the authority and solicit project proposals from various Entities. Proposals so received will be evaluated competitively based on merits and would be considered for support subject to fulfilling the requirements.

4.2 A list of selected areas of interest to the FSSAI is given at **annexure-1. It may be revised on the recommendation of Expert Committee or on the discretion of Authority time to time.**

The list is suggestive and it will further be expanded and fine tuned in course of time, possibly through a workshop in a reputed Academic/ Research Institute with eminent experts in this field.

4.3 Detailed terms and conditions **binding on the grantee** are given at **annexure of the main application form of the proposal.**

5. Procedure to be adopted in implementing the Scheme

A) Submission of proposal

- The call for proposals is widely publicized across the country through (i) call for expression of interest (EoI), (ii) by communication to recognized government universities, colleges & other institutions and (iii) uploading the scheme and EoI on FSSAI website, at least twice in a year.
- The Principal Investigator (P.I.) is required to submit the proposal along with a soft version in prescribed proforma addressed to The Chief Executive Officer, Food Safety and Standard Authority of India, FDA Bhawan, Kotla Road, New Delhi-110 002.
- Depending on the magnitude and nature of research involved, the research project

may have more than one investigator and in such cases, the first investigator shall be known as "Principal Investigator" (PI). Whereas the others are known as "Co-Principal Investigator" (CO-PI). In the event of a project being submitted jointly by more than one institution, the consent of each of such institution should also be furnished with the proposal. However, funds will be released only to the executing Institution / University/ organization where PI is working, which in turn could release earmarked funds to the other institutes.

- The complete application shall include a certificate from the Head of the Institution stating that the required facilities land, buildings, laboratory, manpower and other infrastructure etc are available and will be provided to the investigator(s) to work on the proposed project.
- Research proposals should be prepared after extensive consultations and review of available literature and references.

B) Processing of the proposals

- The research proposals along with a soft version on receipt in the Authority will be examined by the concerned Division and will be placed before **Technical Appraisal & Evaluation Committee (TAEC)** constituted by the Authority for the purpose. The TAEC will evaluate the proposed project considering the FSSAI requirements, project duration, availability of infrastructure with applicant organisation, availability of information/data for avoiding duplicacy of work and other requirements. If TAEC requires additional information other than Standard conditions, the same can be sought from the concerned research organization. After TAEC recommendation, the proposal will be placed before **Project Approval Committee (PAC)** for consideration of final approval or otherwise of the proposal.
- The Constitution of the TAEC and PAC will be with the approval of Chief Executive Officer, FSSAI and Chairperson, FSSAI respectively. Each of these committees will have at least five members. The members will be drawn from subject experts, Director or their representatives of concerned government departments, industries, academic / research organizations preferably having relevant experience, finance division etc Whilst, TAEC shall be chaired by the Director of the concerned Division of the Authority, PAC will be chaired by the Chief Executive Officer, FSSAI. The Director of concerned Division will be member secretary of the PAC. Chairman may invite additional experts based on need. The quorum will be more than 50%

including Chairman. Both these Committees shall meet as frequently as needed. After approval of the project Memorandum of Agreement (**MoA**) may be signed between the parties.

C) Funding and procedure for release of fund

- Financial assistance **upto the maximum limit of Rs. 50.00 Lakh per project/scheme** provided by the Authority shall be in the form of Grants-in-Aid. It shall generally cover the purchase of (i) Essential equipments, (ii) Equipment accessories, (iii) consumables, (iv) expenditure related to project staff and the auxiliary staff specific to the project for the project duration, (v) internal travel (vi) miscellaneous expenditure and (vii) 12% of the project cost as overhead expenditure to the institute.
- The funds will be released in installments. The first installment will not exceed 40% of total assistance approved. However, to meet the expenditure on the purchase of essential equipment /spares/accessories, the TAEC may recommend the release of the total capital expenditure along with the first installment subject to submission of the quotations for such purchases.
- Release of subsequent installments is subject to satisfactory progress, required stage - wise deliverables and submission of the Utilization Certificate (UC) as per Form GFR19-A along with the statement of expenditure (SoE) issued by the Competent Authority.
- The Authority will release final installment of 10% of the approved grant only after ensuring the completion of the project, submission of utilization certificate (UC) for earlier release, Project Completion Report (PCR), and acceptance of the project outcome by TEAC.
- The financial support by Authority is intended to supplement ongoing R&D efforts in those institutions as well as supplement research facilities available with the sponsoring institutions. *It is not intended to support establishment of specialized facilities, centers or divisions.*
- Any unspent balance from the previous installment lying with the institute shall be adjusted before releasing subsequent installment. Institutions receiving assistance will have to maintain separate ledger account under a separate Object Head for each research project and will also be responsible for the safe custody of the equipment(s)

purchased out of the assistance. Items/equipment should be purchased through competitive bidding/tendering process.

- The amount of Rs. 50 lacs may be relaxed from time to time in exceptional cases, if scope or nature of study requires higher level of funding.

D) Project Monitoring

- The progress of all ongoing projects will be monitored by 3 member **Project Monitoring Committee (PMC)**, which will meet from time to time (as required) during the implementation of the project. The members will be drawn from the TAEC & PAC. PMC may suggest mid-course correction measures and general help in steering the project towards meeting the set objectives. Final evaluation of the project will be done by TAEC.
- The research organization (grantee) shall submit a comprehensive progress report in the prescribed format to the Authority from time to time, on release of subsequent installments or as desired by the Authority. The progress will be assessed by PMC and subject to recommendation of the PMC, the subsequent installments will be released. The applicant may be required to make a presentation before PMC.

E) Tenure

The tenure of a project would be normally not exceeding three years for R & D projects. .

F) PROJECT COMPLETION REPORT (PCR)

- The applicant shall submit the Project Completion Report (**PCR**) in prescribed format within three months of completion of project along with the Utilization Certificate of the fund released as per Form GFR19-A and the statement of expenditure (issued by the Competent Authority -in case of Govt. organization / Chartered Accountant in case of private organization)
- The PCR must be detailed and should provide information about (a) the original objective(s) of the project, (b) how far these objectives have been achieved. The actual research findings/outcome of the project the methodology adopted, possible

applications related to the food safety and standard issues, details of scientists/scholars trained. copies of manuscript(s), preprint and reprints of the research publications emanated from the work should be enclosed to the PCR.

- Failure to submit the PCR will disqualify the institution from seeking further assistance from Authority.
- The Authority may make efforts to communicate the findings of these efforts to technical and lay audiences. Final reports will be placed in public domain so that findings of research projects are accessible to the general public.

6. Independent Evaluation

The Scientific Committee established under the Authority will oversee research strategy to advice, direct and co-ordinate the research and surveillance efforts.

7. Financial Assistance

FSSAI will support the grantee institution for the approved project upto the maximum limit of Rs. 50.00 Lakhs or projected/approved cost whichever is less.

8. Review

This research scheme will be reviewed on every 5 years.

Research Themes identified by the Food Safety and Standards Authority

1. Study on Hygiene and safety issues including traceability in the agricultural supply chain & residues;
2. Study on Hygiene and safety issues of traditional foods *and ethnic foods*;
3. *Innovative sample and testing methods for food products in the contest of qualitative and quantitative and Improved and rapid methods of analysis of food contaminants.*
4. Safety aspects of novel foods and processing techniques including genetically modified (GM) foods. *(To be specific in the project)*
5. Study on chemical contaminants in food and their movement in food chain *and identification through studies.*
6. Radiological safety of food including food additives for improving the Authority's capability to respond efficiently and effectively to Emergencies *and disasters*;
7. Study on chemical safety and toxicology, including food additives, food contact materials and underlying research needed to *evaluate risk assessment protocols*;
8. Risk communication: To have innovative methods for communicating risk awareness among consumers;
9. Develop hygienic and good practices in meat, fish and poultry sector and *in areas where such practices are not in use now*, based on risk assessment.
10. Microbiological food safety: studies on the presence, growth, survival and elimination of micro-organisms in the food chain as well as likely impact and extent of affect on food borne diseases *including pathogen focus and virus*;
11. Research on Nutritional composition: studies on major food constituents and their role in the health of the population to support the Authority for providing advice to consumers on healthy balanced diet; *to suggest such data not available at present and National data*;
12. Food law enforcement: To help the Authority prioritize various tasks in enforcement and to raise the standards in food business *by suggesting the modes.*
13. projects needed by Scientific Panels from time to time of about 3-6 months period on survey, ADI, residues etc, must also be funded by FSSAI as recommended by Scientific Panel or Scientific Committee of FSSAI.
14. Quick testing methods for detection of contaminants, adulterants and hazards in food products.
15. Any other area identified through ministries/institutions/professional bodies/industry associations.

Application form for Research & Development Project / Scheme in Food Safety

Title of the Project:

1. General:

a) Name and address of the Institution/Industrial Unit / the collaborating agencies, if any with their telephone, mobile, fax nos. (Give address of the registered office, Head Office and local office, if any in Delhi.)

b) Brief history of the organisation indicating Survey/study R&D capabilities, related collaborations & achievements, etc.

2. Details of the manpower available: (Give separate details for executing and collaborating agencies).

a) Technical manpower in the study and R&D Unit

b) Non technical manpower in study and R&D unit

3. Financial capabilities of the Executing Agency:

(Annual Reports for the last 3 years, source of funding of the proposed project, copy of the board Resolution for undertaking the proposed project)

4. Details of submission of the proposed project to other agencies, if any:

(Please provide details of the projects proposal submitted to any Government/Financial Institutions)

5. Project Proposal Details (TECHNICAL DETAILS):

(Under the following heads on separate sheets)

5.1 Introduction (not to exceed 2 pages or 1000 words)

(i) Origin of the proposal

(a) Rationale of the study supported by cited literature

(b) Hypothesis

(c) Key questions.

(ii) **Current status** of research and development in the subject (both international and national status)

(iii) The **relevance** and **expected outcome** of the proposed study

(iv) **Preliminary work** done so far

5.2 Specific objectives

(should be written in bulleted form, a short paragraph indicating the methods to be followed for achieving the objective and verifiable indicators of progress should follow each specific objective)

5.3 Work Plan:

(should not exceed 3-4 pages (the section can be divided according to the specific aims and under each specific aim, the following should be stated clearly as sub headings)

- (i) Work plan (methodology/experimental design to accomplish the stated aim)
- (ii) Connectivity of the participating institutions and investigators(in case of multi-institutional projects only)
- (iii) Alternate strategies (if the proposed experimental design or method does not work what is the alternate strategy)

5.4 Timelines: (Please provide quantifiable outputs)

Period of study	Achievable targets
6 Months	
12 Months	
18 Months	
24 Months	
30 Months	
36 Months	

(Please also attach PERT Chart for activity sequence and time schedule for each activity)

5.5 Name and address of 5 experts in the field

Sr.No.	Name	Designation	Address

6. Financial outlay and time schedule:

(Mention the milestones to be achieved for release of respective instalments)

S.No.	Expenditure Head	Amount (Rs in lakh)		
		1 st Instalment	2 nd Instalment	3 rd Instalment
1.	Equipments			
2.	Man power			
3.	Consumables			
4.	Travel			
5.	Contengency			
6.	Overheads 12%			
TOTAL				

(Man power coterminous with the project. Authority will not be responsible for any legal implication, for any further employment / payment of salary / wages etc and it will solely

responsibility of the concerned University / Institution where he/she is working or employed)

7. Equipment details

(i) Equipments to be procured:

Name of the Equipment	Cost	Supplier	Justification / Purpose

(The equipment grant once fixed cannot be enhanced. Pls are advised to give authenticated estimates of the cost of equipment. Equipment should invariably be purchased within 3 months from the date of release of assistance. There shall not be the duplication of the equipments either with the same institute or department.)

(ii) Equipments already available with department:

(Please specify the available infrastructure with the organisation)

S.No.	Name of Equipment / Facility	Purpose

8. Bio data of the project Investigator other personnel involved in the R&D.

(Please specify the work experience related to proposed project)

9. Please indicate actions proposed to ensure timely completion of the project:

(Setting up of a project execution group, Internal monitoring group etc.)

10. The duly signed and accepted terms and conditions associated with the above said R&D project /scheme is enclosed.

Signature of the Principle Investigator

Head of Institute/Organization

TERMS & CONDITIONS

1. I confirm that extensive literature search has been done.
2. I confirm that, I shall disclose to FSSAI, from time to time about any other investigation undertaken by me while in receipt of such assistance.
3. I confirm that, the Applicant organization accepts that the remaining expenditure (as required)
4. will be borne by them from their budget.
5. I Confirm that,
 - (a) necessary provision for housing the equipments to be procured out of FSSAI funds and other infrastructure facilities required have been created,
 - (b) these equipments (or any one equipment) will not be shifted to any other place of work /laboratory/Department for whatsoever reason, as the set is for specialized research work and,
 - (c) The University/organisation/agency will bear the cost of maintenance and repairs of the equipment procured out of FSSAI funds.
6. I confirm that, the project period will not exceed the period approved without any justification.
7. We agree that, financial assistance will be released in the installment(s) depending on the needs & progress and evaluation of the project progress by the Authority.
8. I confirm that,
 - (a) the equipments will be procured through competitive bidding directly from the manufacturers or their authorized agent(s).
 - (b) a copy of the quotation for the equipments to be procured will be sent to the Authority.
 - (c) the copies of the purchase order will be submitted to the Authority within 4 month of the release of the installment.
9. I confirm that, the result of the project shall be shared with FSSAI within the stipulated time.

Time to time progress report (as approved by the Authority) will be sent in the standard Proforma and that organization will offer presentation of the project progress before Authority as and when required.
10. I Confirm that, (a) the research carried out with the financial assistance of FSSAI shall be in public domain, (b) the equipment(s) procured out of FSSAI assistance will be the property of Authority/GOI and may be utilized as R&D Incubation Centre after the research is completed for testing / Research / etc by other Institute / organizations/Agency on payment basis.
11. I confirm that employing any research or other staff for the instant project does not confer any right or guarantee for subsequent employment by FSSAI. The Authority will not be responsible for any legal implication for any further employment / payment of salary / wages etc and it will solely responsibility of the concerned University / Institution where he/she is working or employed.
12. I confirm that, the proposed equipments to be procured out of FSSAI funds are not already available with any division/section of the institute/ organization.

13. In case the agency undertaking the research/studies/surveys decides to abandon the project or for breach of any of the terms & conditions the FSSAI has the right to immediately stop the financial support and may recover the amount already released.
14. I undertake to refund the unspent balance within 3 months of the completion of project, else penal interest may be levied on that unspent amount as per existing GFR(s)
15. We agree that if the Investigator to whom a grant for a project has been sanctioned leaves the institution where the project is being implemented, he shall submit five copies of complete and detailed report of the work done by him on the project and the money spent till the date of his/her release and shall also arrange to refund the unspent balance, if any.
16. The project will become operative with effect from the date of release of the first instalment for the project.
17. I hereby undertake to abide and comply the current terms and conditions for R & D studies schemes.

Signature of the Principle Investigator

Head of Institute/Organization

PROJECT PROGRESS REPORT (PPR)

Date of Application:

Period of the Project progress report:

1. Title of the project and sanction order No :		
2. Name & Address of PI and Co-PI with name of the Institute		
3. Date of Commencement of the project: dd/mm/yy		
4. Approved objectives of the projects with tenure of the project (with ending date)		
5. Name of Collaborating University/Institute/Organization/Industrial Partner and their comments on progress of the project period (As applicable).		
6. Staff associated with the project:		
Name & Designation	Date of joining	Date of relieving

7. Financial outlay of the project and phase wise requirement.
(Mention the milestones to be achieved for release of respective instalments)

S.No.	Expenditure Head	Amount (Rs in lakh)		
		1 st Instalment	2 nd Instalment	3 rd Instalment
1.	Equipments			
2.	Man power			
3.	Consumables			
4.	Travel			
5.	Contengency			
6.	Overheads 12%			
TOTAL				

Man power is coterminous with the project. Authority will not be responsible for any legal implication, for any further employment / payment of salary / wages etc and it will solely responsibility of the concerned University / Institution where he/she is working or employed.

8. Details of Equipment Purchased:

S.No.	Name of Equipment	Cost	Supplier	Date of purchase/placing order for each item of equipment

9. Work completed and the objectives fulfilled:(1000-1500 Words for interim report, data must be included in the form up to 3 figures)
10. Work remaining and the objectives to be fulfilled:
11. Innovation (if any):
12. Remaining plan of action with the PERT Chart:

Note:

- (a) All the information needs to be provided, otherwise the progress report will be treated as incomplete. In case of Nil/Not applicable the same may be indicated.
- (b) In case of multicentric project, a combined progress report should be submitted incorporating the progress of all the components. The project co ordinator/PI will be responsible for this.
- (c) Submission of Progress report at required intervals is linked with further continuation of the project and timely release of funds for further.
- (d) Please indicate the reporting period.

Signature of the Principle Investigator

Head of Institute/Organization

Note: No column should be left blank, in such cases write Not applicable (NA) wherever applicable. Additional sheets may attach wherever needed.

PROJECT COMPLETION REPORT (PCR)

(To be submitted to the Chief Executive Officer, Food Safety and Standard Authority of India, FDA Bhawan, Kotla Road, New Delhi-110 002).

1. Title of the project:

2. Date of Commencement: dd/mm/yy

Date of termination: dd/mm/yy

3. Name and address of Principal Investigator:

4. Total grant sanctioned and expenditure during the entire tenure

S.No.	Expenditure Head	Amount (Rs in lakh)		
		1 st Instalment	2 nd Instalment	3 rd Instalment
1.	Equipments			
2.	Man power			
3.	Consumables			
4.	Travel			
5.	Contengency			
6.	Overheads 12%			
TOTAL				

Man power is co terminous with the project. Authority will not be responsible for any legal implication,for any further employment / payment of salary / wages etc and it will solely responsibility of the concerned University / Institution where he/she is working or employed.

5. Equipment(s) purchased out of FSSAI assistance

Name	Cost (Rs. in lakh)

6. Research fellows associated with project

Name & Designation	Date of Joining	Date of Leaving

7. List of research papers published/communicated, based on the research work done under the project (Name(s) of author(s), Title, Journal, Volume number, Year and Pages should be given for each paper published and a copy of each of them should be

enclosed; reprints/copies of papers appearing after submission of PCR should also be sent to Authority):

8. Details of patents filed if any.
9. Detailed account of the work carried out in terms of the objective(s) of the project and how far they have been achieved;(results and discussion should be presented in the manner of a scientific paper/project report in about 5000 words);
10. An abstract of research achievements in about 200-500 words, may be printed.
11. Details of the unspent grant and whether the same has been refunded to Authority:
12. UC as per stipulated proforma submitted? Yes/No

Signature of the Principle Investigator

Head of Institute/Organization

Date:

Note: Final project Completion Report (PCR) is expected to be self-contained complete report of the work done. Please do not leave any column unanswered.

**UTILIZATION CERTIFICATE FOR FSSAI PROJECT
FOR THE FINANCIAL YEAR ENDING 31ST MARCH 200**
(Please submit in duplicate along with Form 19A of GFR, 2005)

- | | | |
|-----|--|--|
| 1. | Title of the Project | |
| 2. | Name of the Institution | |
| 3. | Principal Investigator(s) | |
| 4. | FSSAI Office Order No. & Date
and FSSAI budget head of the
sanctioning project | |
| 5. | Amount brought forward from
the previous financial year (if
applicable) quoting FSSAI letter
no. and date in which the
authority to carry forward the
said amount was given | i. Amount (Rs.)

ii. Letter No. & Date |
| 6. | Amount received during the
financial year | i. Amount (Rs.)

ii. Letter No. & Date |
| 7. | Total amount that was available
for expenditure during the
above financial year (s.no. 5+6) | Rs. |
| 8. | Actual expenditure (including
commitments) incurred /
committed to be incurred during
the above financial year | Rs. |
| 9. | Balance amount available at the
end of the financial year | Rs. |
| 10. | Unspent balance refunded if any
(please give details of cheque no.
etc.) | Rs. |
| 11. | Amount requested to be carried
forward to the next financial
year (if applicable with
justification) | Rs. |

1. Certified that the amount of Rs. _____ mentioned against col. 9 has been utilised on the project / scheme for the purpose for which it was sanctioned and that the balance of Rs.remaining unutilized at the end of the year has been surrendered to Govt. (Vide No.dated) / will be adjusted towards the grants-in-aid payable during the next year.
2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised:

- 1.
- 2.
- 3.
- 4.
- 5.

(PROJECT INVESTIGATOR)

(Signed and stamped)

(FINANCE OFFICER)

(Signed and stamped)

(HEAD OF THE INSTITUTE)

(Signed and stamped)

Statement of Expenditure

S. No	Sanctioned Heads	Funds Allocated	Expenditure Incurred			Total Expenditure	Balance as on	Funds committed upto 31 st March	Remarks (if any)
			I Yr.	II Yr.	III Yr.				
i	ii	iii	iv	v	v	vii	viii	ix	x
1.	Equipments								
2.	Man power								
3.	Consumables								
4.	Travel								
5.	Contingency								
6.	Overheads 12%								
	Total								

Signature
Name
Designation Of Principal Investigator
Date: _____

Signature
Name
Designation of Competent Financial Authority
Date: _____

Note:

1. Expenditure under the sanctioned heads, at any point of time, should not exceed funds allocated under that head, without prior approval.
2. The institution/ organization receiving the grant shall submit a Utilization Certificate for the period ending 31st March and 30th September by 31st May and 30th November of the year respectively. Where the second / third year grant is due the institute will also submit a provisional Utilization Certificate by first week of March for facilitating the release of funds for the subsequent years.

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT is made on this ----- day of Two thousand and _____ BY AND BETWEEN, Food Safety & Standards Authority of India, Ministry of Health & Family Welfare, Government of India, New Delhi, hereinafter referred to as the 'FSSAI' (which expression unless excluded by or repugnant to the subject shall mean and include its successor-in-office and assigns) of the ONE PART;

AND

....., having its registered office in/at, hereinafter referred to as (which expression shall where the context so admits include its successors and permitted assigns) of the OTHER PART;

WHEREAS FSSAI being desirous of _____ (area of research to be given) _____ decided to support a project submitted by for the attainment of the objectives, hereinafter described in the Annexure I annexed hereto;

This Memorandum of Agreement (MoA) defines the role and responsibilities of the participating agencies, monitoring and other matters related to the _____ (Title of project) _____.

NOW THE PARTIES HERETO AGREE AS FOLLOWS:-

1.0. ROLE OF FOOD SAFETY & STANDARDS AUTHORITY OF INDIA, NEW DELHI

To provide funds to the extent of _____ (amount) _____ over a period of ----- years from the date of sanction of the project, to ----- for undertaking activities as detailed in Annexure A. Details of the funds to be provided are given in Annexure B.

2.0. ROLE OF (Institute)

- 2.1. To provide their contribution of ____ (amount) ____ for ----- years from date of sanction of the project as detailed in Annexure – B. *(if a jointly supported project)*
- 2.2. To provide existing facilities as mentioned in the project document.
- 2.3. To be responsible for accomplishing objectives identified and activities listed.
- 2.4. To allow the Scientists authorized by FSSAI to work with the Research & Development team of the center in all stages of process development and production.
- 2.5. To recruit all scientific and non-scientific staff as sanctioned by FSSAI.
- 2.6. To prepare and submit all periodical reports and other documents that would be required by FSSAI.
- 2.7. To maintain a separate audit head of account for the grants received from FSSAI for the project.
- 2.8. To submit an annual audited statement of expenditure incurred under the project.
- 2.9. To ensure effective utilization of the grant given by FSSAI for the purpose for which it was granted and to ensure timely progress of project work.
- 2.10. The manpower, both scientific and non-scientific, recruited shall be purely on contractual terms & conditions such that the contract for engagement of the manpower shall run concurrently with the said project period only.

3.0 DURATION OF PROJECT

- 3.1 Duration of project shall be years from the date the Project has been sanctioned by FSSAI.

4.0 RIGHTS OF OWNERSHIP/TECHNOLOGY TRANSFER AND UTILIZATION

- 4.1 The know-how generated from the project bywill be the joint property of ----- and FSSAI, Government of India. It shall be the responsibility ofto take necessary action for protection of the intellectual property arising out of the PROJECT through proper instruments, such as, patents, copy rights, etc.
- 4.2 The know-how developed may be transferred to other entrepreneurs on a non-exclusive basis on such terms and conditions as may be determined by FSSAI.
- 4.3 All the assets including the equipment and produce acquired will be the property of FSSAI and shall not be utilized for purposes other than those for which the grant has been sanctioned. The rights of under this MoA shall not be transferred to any other party without prior approval in writing of FSSAI.
- 4.4 It shall be the responsibility of _____to ensure that support of FSSAI is suitably acknowledged in the publications (papers, reports, etc.) arising out of the PROJECT.

5. SECRECY

It is hereby agreed that the participating agencies shall keep information and data collected completely secret provided that the right to transfer the technology shall rest with the FSSAI.

6. MONITORING

- 6.1 The progress of implementation of the project and proper utilization of grant shall be reviewed by the FSSAI and by the Monitoring Committee set up by FSSAI.
- 6.2 The periodic progress of physical achievements and the utilization of funds, statement of expenditure shall be evaluated by the Monitoring Committee.

6.3 The Comptroller and Auditor General of India, at his discretion shall have the right of access to the books and accounts of for the grants received from FSSAI for this project.

6.4 The FSSAI may terminate the grant at any stage if it is convinced that the grant has not been properly utilized or appropriate progress has not been made. In the event, FSSAI terminates the grant, shall hand over all documents including technical details and equipment purchased related to the project.

7.0 DURATION OF MEMORANDUM OF AGREEMENT

This MoA will remain in force for the duration of the project and until all claims are settled between FSSAI and

8.0 ARBITRATION

In the event of any question, dispute or difference whatsoever arising between the parties to this Agreement out of or relating to the construction, meaning, scope, operation or effect of this Agreement or the validity of the breach thereof shall be referred to an Arbitrator to be appointed by mutual consent of both the parties herein. If the parties cannot agree on the appointment of the Arbitrator within a period of one month from the notification by one party to the other of existence of such dispute, then the Arbitrator shall be nominated by the Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India. The provisions of the Arbitration and Conciliation Act, 1996 will be applicable and the award made thereunder shall be final and binding upon the parties hereto, subject to legal remedies available under the law. Such differences shall be deemed to be a submission to arbitration under the Indian Arbitration and Conciliation Act, 1996, or of any modifications or reenactments thereof.

9.0. GOVERNING LAW

This Contract shall be governed by the Law of India for the time being in force.

IN WITNESS WHEREOF the parties hereto have signed, sealed and delivered this Agreement on the day, month and year first above written in presence of:

Witnesses:

1.

(Designation)

2.

FSSAI

Signed by -----

For and on behalf of

Witnesses:

1.

(Designation)

2.

For and on behalf of (grantee)

.....