

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

Maidan Garhi, New Delhi-110068

(Regional Services Division)

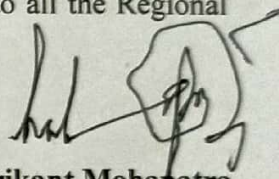
IG/RSD/Norms-Lab courses/SOS/Notif /2021/ 9611

15th November 2021

NOTIFICATION

Subject: Guidelines and Norms for Reimbursement of Consumables in the Laboratory courses of BSCG and BSc (Hons) in Biochemistry

The School of Sciences has revised the norms for reimbursement of consumables in the laboratory courses of B.Sc. General (BSCG) and norms for BSc Hons in Biochemistry, approved by the competent authority. The Guidelines and Norms are being circulated to all the Regional Centres for implementation with immediate effect.



Dr. Srikant Mohapatra
Director (RSD)
Director

Regional Services Division
Indira Gandhi National Open University
Delhi-110068

Enclosure: Copy of Guidelines & Norms

Distribution:

Regional Directors/ Regional Director (In charges)

Copy to:

1. Director, School of Sciences
2. Finance Officer
3. AR VCO, for information of the V.C.
4. All PS to PVCs, for information of the PVC
5. Office Copy

Guidelines and Norms for Reimbursement of Consumables in the Laboratory Courses of BSCG and BSc (Hons.) in Biochemistry

1. The reimbursement norms for expenditure on consumables for Laboratory courses of BSCG are as follows:

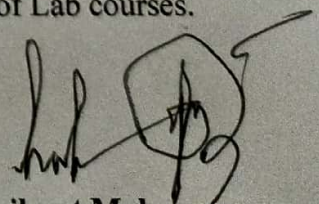
- a. Physics, Geology and Geography: Rs. 100/- per learner per 2-credit Lab
- b. Botany and Zoology: Rs. 200/- per learner per 2-credit Lab
- c. Chemistry: Rs. 600/- per learner per 2-credit Lab

2. The reimbursement norms for B.Sc. (Hons.) in Biochemistry would remain the same as at point 1 for the Lab courses of Chemistry, Botany and Zoology Disciplines offered in the programme. For the Lab courses in Biochemistry Discipline, the reimbursement norms would be

@ Rs. 600/- per learner per 2-credit course

However, there would be no reimbursement of consumables for the computer labs in the programme.

3. The above said norms will be operationalized subject to the condition that the batch size of learners in each Laboratory course is **40** with the provision of 2 Counsellors (20 learners per Counsellor), one Lab Attendant and Lab Assistant each for 40 learners per 2-credit course so that optimal use of IGNOU resources is ensured.
4. Regional Centres would assign 40 learners in their Region to each Laboratory course and optimize the conduct of Laboratory courses by grouping learners from various Study Centres at one Study Centre in case of shortfall in numbers. Exceptions could be made for remote areas in the North-East, Andaman and Nicobar Islands, etc with due approvals of Competent Authority.
5. Schedules for the conduct of Lab courses would be drawn as per the current practice in consultation with LSCs and learners would be informed well in advance about them.
6. Regional Centres would also inform learners assigned to each Lab course that it is **mandatory** for students to attend the Lab courses being organized by the University in accordance with the schedules intimated to them.
7. If a learner failed to attend the Laboratory course scheduled for her/him, s/he would be allowed to attend that Lab course only on payment of pro rata fee as decided by the University, whenever it was feasible for the University to conduct that Lab course for her/him.
8. In order to take care of the financial rules and audit procedures, Study Centres will provide receipts of the payment received for consumables from IGNOU for the conduct of Lab courses.



Dr. Srikant Mohapatra
Director

Regional Services Division
Director

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Indira Gandhi National Open University
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