

Oil Industry Development Board

(Ministry of Petroleum & Natural Gas)

Performa for R&D Projects

(The proposal for R&D project may be submitted in the format-given below)

1. Title of the project
2. A brief about the background of the organisation
3. Review of status of technology :
 - i. International status of existing technology, status of development and future programmes
 - ii. Current status of technology in country
 - iii. Gaps to be covered with special reference to the proposal including scope for adoption by identified end-users.
4. Objective of the project
5. Background and scope of work
 - i. Background of work carried out so far by organisation/other organisations.
 - ii. Scope of proposed work and brief technical description of research, design, engineering and trial run activities to be undertaken by
 - In-house R&D unit.
 - National laboratories/institutions
 - Other consulting organizations
 - Commercial plants
6. How the project is useful to the oil industry
7. Work plan
(should include stagewise detailed activities to be undertaken)
8. Activity Time Schedule
(Bar Chart indicating time duration required for completion of each of work plan stages/activities).
9. Expected benefits (quantitative and qualitative)
 - Material/energy savings (quantity and cost savings per annum).
 - Improvements such as in productivity, yields, efficiency/quality, value added etc. (to be quantified).
 - Annual foreign exchange savings/earnings due to import substitution/exports.
 - Any other benefits.
10. Likely end -users and applications
11. Cost estimate
 - 11.1 The basis of cost estimate (budgetary quotation, inhouse -data, market rate etc.) need to be indicated under each item/sub
 - (i) Capital items (list of each item should be given)
 - (ii) Revenue items
 - Chemicals
 - Utilities
 - Consumables
 - Consultancy
 - Travel
 - Stationery
 - Raw materials
 - manpower, categorywise (Additional manpower to be employed specifically for this project only will be considered)
 - Any other
 - 11.2 List of existing facilities to be utilised for the project.

- 11.3 List of existing manpower (category-wise) to be deployed for this project including principal investigator, years of research experience etc.
 - 11.4 Justification of the expenditure for additional -Equipment -Consumables - Manpower -Travel
 - 11.5 Quarterly break-up of fund required for Jan-March, Apr-June, July-Sept., Oct-each year for the project (as against the Dec. cost estimate).
- 12. Sources of Funding
 - 13. Patent rights, if any
 - 14. Royalty provision and status thereof

Signature
Head of the Institution

Signature
Head of the Dept

Date :

Certificate

Certified that :

- a. The organisation shall provide the existing manpower and general facilities required e.g. laboratories, equipment and infrastructure, available in the institution.
- b. This research proposal has not been submitted to any other agency for assistance (if submitted, give the name of agency _____).
- c. The information given above is correct and true to the best of my knowledge and belief .

Signature
Head of the Institution

Signature
Head of the Dept