



# भारतीय विदेश व्यापार संस्थान

(मानित विश्वविद्यालय)

बी-21, कुतुब इंस्टीटयुशनल एरिया, नई दिल्ली-110016

**INDIAN INSTITUTE OF FOREIGN TRADE**

**(Deemed to be University)**

B-21, Qutub Institutional Area, New Delhi – 110016

## ICCD DIVISION

### Faculty Development Programme

### Proforma of Output Report after attending Training/Seminar/Conference

(Faculty is requested to fill all fields)

**To be submitted within 15 days of return**

1. Name of Faculty Member:
2. Designation:
3. Report on following programme for which Financial Support was taken from IIFT (✓ the one applicable)

International Conference

National Conference/Seminar

International Training

National Training

4. Block Period

2018-21

2021-24

5. Financial Year 20\_\_ - 20\_\_

6. Conference/Seminar/Training Title:

7. Title of the Conference paper submitted:

8. Organizing Institution:

9. Duration of the Conference/Seminar/Training (Date): From \_\_\_\_\_  
to \_\_\_\_\_

10. Venue of Conference/Seminar/Training (city): \_\_\_\_\_

11. Report on Actual Expenditure:

		<b>National Conference/Seminar/Training</b>	<b>International Conference/ Training</b>	<b>Actual Expenditure</b>
		<b>Approved Amount</b>		
		Rupees	Foreign Currency	Rupees
1	Registration			
2	Travel Cost			
3	Accommodation			
4	Local			
5	DA			
6	Visa Charges			
	Total			

**\*Revised actual expenditure may be submitted to ICCD in case of change after settlement of bills with finance section.**

12. Topics Discussed in the programme: (Attach the schedule of the training program/seminar /conference, as Annexure I)

13. Indicate the plan for Output of the Training/Seminar/Conference attended.

---

---

---

**Only for Training Programmes**

a. Your feedback on the quality of the training:

---

---

---

b. How you have been benefited from this training and how you will be able to integrate with IIFT activities: \_\_\_\_\_

---

---

c. When have you scheduled the presentation on your training program (Date):

**(Signature of the Applicant)**