

## Proforma - I

### Application Proforma for the award for outstanding R&D achievements in specified industrial sector/area (Sl.No.1 to 15 in the brochure)

#### Specific Information and Guidelines for filling the Application

- \* An application for award for **Outstanding R&D Achievements in specified industrial sector/area (Sl.Nos.1-15 in the brochure)** can cover details in Part-B of not more than five projects / programmes / products of the applicant company. The technology / product developed should have been commercialized, not earlier than the year 2001. The technology / product should be in commercial production / use currently and should have users' acceptance.
- \* Corresponding sector / area of award should be indicated in response to Item 1 (Part-B) of proforma.
- \* In response to Item 2 (Part-B) give titles, month of start, month of completion and cost incurred in respect of five best R&D projects / programmes (not more than 5 in number) in tabular form. All subsequent answers in the application should be related to these projects/programmes only.
- \* In response to Item 4 (Part-B), give full details of the achievements of the projects/programmes listed against Item 2, in quantitative terms and comprehensive manner.
- \* In response to Item 7 (Part-B), give month and year of start and completion of design of pilot plant / prototype, upscaling / prototype development, basic engineering package for commercial plant, development of production tooling / specialised capital goods needed if any, trials at the company site / outside / field trials, test marketing, modification, certification, if any obtained, setting up of commercial manufacturing facility, start of commercial production, to the extent available.
- \* In response to Items 8.1 to 8.7 (Part-B), give details of expected benefits against each in quantitative and financial terms, to the extent possible.
- \* Against resource utilisation in Item 8.1 (Part-B), (i) state if the achievements lead to beneficiation/upgradation or conservation of country's scarce resources or utilisation

of waste products and give details thereof (ii) details of raw materials conservation, if any.

- \* Against import substitution in Item 8.2 (Part-B) give details, if the achievements lead to import substitutions.
- \* Against export potential in Item 8.3 (Part-B), give details, if the achievements have any export potential in identified countries/regions. Also, give estimates of possible foreign exchange earnings as a result of export of the technology or products manufactured.
- \* Against energy conservation in Item 8.4 (Part-B), state clearly savings in power, coal, oil, steam etc. specifically in relation to the projects/programmes mentioned against Item 2 (Part-B).
- \* Against Environmental protection in Item 8.5 (Part-B), state clearly the impact of the developments on the environment and ecological balance to the extent relevant.
- \* Against cost reduction in Item 8.6(Part-B) give estimates of the same in terms of the specific unit cost, if any, associated with the product(s)/process(es).
- \* Against other economic benefits in Item 8.7(Part-B) give details of quality improvements, product performance, productivity and other intangible benefits associated with projects/programmes mentioned against Item 2 (Part-B).
- \* Against Item 9.2 (Part-B), state if product(s)/process(es) mentioned in response to Item 2 (Part-B) have been developed at laboratory/bench/pilot/commercial scale. Also, give the scale and approximate number of runs conducted at each stage.
- \* Against societal impact in Item 12 (Part-B), following details should be given in relation to the projects/programmes mentioned in response to Item 2 (Part-B).
  - (i) employment potential
  - (ii) direct influence on work habits, leisure, comfort, efficiency of the users, if any.
  - (iii) nature of environmental problems and how they are handled.
  - (iv) safety requirements to be considered while commercialisation.

\* Against scientific and technical advancement in Item 13 (Part-B), following details should be given in response to Item 2 (Part-B).

- (i) Give details, if scientific contributions made belong to frontier areas of science which are likely to have significant influence on further research in that area.
- (ii) Also, state, if the research findings are likely to influence other areas of economic activity.
- (iii) Papers published related to the project(s)/programme(s).
- (iv) Spin-off technologies generated / likely to be generated.

**PART - A**  
**(General information)**

1. Name & address of the applicant firm and location of the in-house R&D centre, alongwith fax and e-mail numbers and name and telephone number of the contact person.
2. Nature of business (products manufactured).
3. Company structure :  
(Indicate sector and also foreign equity, if any)
4. Category of the firm :  
(SSI/IDR, others)
5. Technical and financial collaborations, if any ( give details of year of collaboration, name of collaborator, item of manufacture, technology payments, assistance provided by collaborator etc. Enclose a copy relevant collaboration agreement )
6. Annual R&D expenditure as percentage of annual turnover for the past three years :

Year	Annual R&D expenditure (in Rs.lakhs)	Annual turnover (in Rs.lakhs)	R&D expenditure as percentage of turnover

7. R&D manpower (scientific & technical only) : a) Full time  
b) Part time and c) Total

## PART - B

1. Industrial sector/Area of award.
2. Title(s), of the R&D project month of start, month of completion, month of start of commercial production and cost incurred on most successful R&D projects/programmes (not more than five in the order of importance for which you are making a claim for the award).
3. Name, qualifications and designation of the R&D personnel associated with achievements claimed, separately for each achievement.
4. Nature and full details of achievements (product / process / new services) claimed in quantitative terms, separately for each achievement.
5. Explain the novelty of the development with respect to competing technologies available / in use (in India / internationally), separately for each achievement along with following details :
  - a) Give names of competing products / processes and names of the suppliers / developers of products / processes and users separately for each achievement.
  - b) Give a comparison of your technology / product / process, separately for each achievement with competing technologies in India / globally in respect of material usage, energy usage / saving, cost, environmental protection, pollution / emission levels, serviceability / ease of maintenance, any other aspect (pl. specify).
6. Details of patents / designs / copyrights obtained / applied for including name of patentor, assignee (if any), name of inventor, date of IPR application, separately for each achievement.
7. Chronology of development and upscaling, separately for each achievement.

8. Economic potential of the project (s) separately for each project / achievement / programme(s), realised so far, expected to be realised in future with respect to :
  - 8.1 Resources utilisation
  - 8.2 Import substitution
  - 8.3 Export potential
  - 8.4 Energy conservation
  - 8.5 Environmental protection
  - 8.6 Cost reduction
  - 8.7 Other economic benefits
9. Status of commercialisation (separately for each project / achievement).
  - 9.1 Status of development ( state whether successfully developed and commercialised or in prototype stage only etc).
  - 9.2 Investment in plant / machinery
  - 9.3 Production so far, year - wise quantities and value ( specify units)
  - 9.4 Quantities sold so far in India, year - wise quantities & value of sales starting from the latest completed accounting year.
  - 9.5 Exports (year - wise & country - wise break up in terms of quantities and value of sales starting from the latest completed accounting year.)
10. Give a write up on difficulties encountered during development, if any, and remedial measures taken, separately for each achievement.
11. Please give details separately for each achievement of consultancy support, outside R&D assistance obtained, if any, etc., giving quantitative figures wherever possible, such as the nature of assistance, fees paid. Enclose a copy of agreement / MoU entered into in this regard.
12. Societal impact, separately for each achievement.
13. Scientific and technological advancement resulting out of project / programme, spin off benefits, if any, separately for each project.

