

Guidelines for R&D Projects:

In order to encourage R & D efforts for development of fuel-efficient technologies, processes, equipment's, appliances etc. PCRA invites and sponsors R & D projects from various R & D establishments, CSIR Laboratories & Technical Institutions etc. primarily aimed at conservation of petroleum products and environmental protection.

For this purpose, the following methodology is adopted:

- PCRA invites project proposals meeting objectives as per its R&D scheme
- Detailed information about the project proposals is obtained from project developer as per standard format.
- The project proposals received are initially scrutinized in-house by PCRA R&D Department. During the initial examination, proposal is evaluated from eligibility point of view along with expected outcome and its relevance with scheme objectives outlined in guidelines. The required additional information is sought from applicants wherever necessary. Once the R&D Department confirms that the project proposal meets scheme guidelines, the same is put up in the next Screening Committee Meeting (SCM) of PCRA for further consideration and approval.
- The project proposals costing more than Rs.25 lakhs may be forwarded to External Domain Experts (3 members) for their opinion. The opinion of these External Domain Experts is placed before the SCM and generally the projects having at least 2 conformity opinions from Experts will be considered.
- The project proposals are further reviewed by Screening Committee of PCRA which is chaired by Executive Director of PCRA and has members from MOP&NG, Member Research Labs, CHT and Ministry of Science and Technology. The project developers make detailed presentation about their project proposals to the Screening Committee of PCRA during Meeting. If the project appears to have scope for conservation of petroleum products/reduction in environment pollution and has scope for commercialization, the Screening Committee may technically approve the proposal.
- Subsequent to technical approval of the project proposals by SCM, the proposals are put in the Executive committee meeting of PCRA for financial approval.

- For the approved R & D Projects a Memorandum of Understanding (MOU) containing terms and conditions of the project is signed between PCRA and project developer after which the project can take off.
- All terms and conditions mentioned in MOU to be followed.
- Payments for Grant-in-Aid are released as per terms and conditions mentioned in the MOU.
- The project developer is required to submit the quarterly progress reports along with expenditure statements, which may be reviewed by Screening Committee of PCRA. PCRA official also occasionally visit the labs/ sites to monitor the progress of the project.
- After completion of the project the project developer submits a draft project report as per format and also present the outcome of the project before the SCM.
- The draft report is reviewed by Screening Committee of PCRA and their comments are conveyed to project developer for incorporating the same in the final project report. The final project report is again reviewed/ approved by Screening Committee of PCRA.