PROCEEDINGS OF THE VICE CHAIRMAN
THE KERALA STATE HIGHER EDUCATION COUNCIL
(Present: Prof. Achuthsankar)

Sub: KSHEC — Chief Minister's Nava Kerala Post-Doctoral Fellowships — Disbursal of Fellowships & Contingency Fund —Amendment of Guidelines based on AG Audit Observations— Sanctioned- Executive Decision for Compliance.

No. KSHEC-A3/344/Govt. Kerala-CMNPF/352/2026, Thiruvananthapuram Dated 28/10/2026

Read: 1. G.O(MS) No. 191/2022 HEDN Dated, 02/02/2022
2. G.O.(Rt)No.594/2022/HEDN Dated, Thiruvananthapuram, 03-12-2022
3. Proceedings No. KSHEC-A3/344/Govt. Kerala-NKPDF/727/2023 dated 30/03/2023
4. Letter No.C3/211/2025-HEDN dated 16/10/2025 from the Principal Secretary to Government, Higher Education (C) Department
5. Letter No. AMG II(HQ)IV/I/HE/19-259/2026-27/127 dated 27/08/2026 from Senior Audit Officer, Office of the Accountant General (Audit I), Thiruvananthapuram

EXECUTIVE DECISION FOR COMPLIANCE

Government of Kerala introduced the prestigious Chief Minister's Nava Kerala Post-Doctoral Fellowships (CMNPF) scheme through the G.O. read (1) above, and subsequently issued revised guidelines vide G.O. read (2) above. In continuation, the Kerala State Higher Education Council (KSHEC) issued detailed clarifications and conditions via Proceedings read (3) above for the effective execution of the scheme.

Consequent to the directives issued by the Government vide letter read (4) above, and the Audit Observations raised by the Accountant General (Audit 1), Kerala, vide letter read (5) above regarding financial accountability, and to ensure strict compliance with public finance norms, the Kerala State Higher Education Council hereby amends and modifies the existing guidelines issued vide Proceedings dated 30/03/2023 as detailed below:

I. Amendment of Condition No. 12 (Substitution):

Condition No. 12 of the existing guidelines stands amended and substituted as follows:

"12. Provision for Reimbursement of Contingency Grant & Audit Requirements:

- **Reimbursement Mode Only:** The contingency grant shall not be disbursed in advance under any circumstances. It will be released strictly on a reimbursement basis upon the successful completion of each year of research.

- **Mandatory Documents for Claim:** To claim the reimbursement of the contingency expenditure incurred during each year, the Fellow must submit the following documents through the Head of the Research Institution/University/Research Centre concerned:

    1. Utilization Certificate furnished in the prescribed format of KSHEC.
    2. Detailed Statement of Expenditure along with all original bills and vouchers.
    3. Statutory Audit Report duly certified and issued by a Registered Chartered Accountant.

- **Final Year Claim & Expiry:** The final Utilization Certificate, Expenditure Statement, and Chartered Accountant's Audit Report with respect to the second year's contingency fund must be furnished and settled before the date of expiry of the fellowship period".

II. Insertion of New Condition No. 14 (Addition):

The following new condition is hereby inserted as Condition No. 14 immediately after the existing Condition No. 13:

"14. Mandatory Refund, Recovery & FTR Submission Provision:

- **Midway Resignation Clawback:** If a Fellow resigns or terminates their fellowship prior to completing the designated tenure and submitting the Final Technical Report (FTR), they are legally obligated to refund 100% of the fellowship amount and contingency funds released to them up to that date.

- **Timeframe for FTR Submission:** Every Fellow shall successfully submit their Final Technical Report (FTR) within a maximum period of **three (3) months** from the date of completion of the project tenure.

- **Finacial Recovery for Non-Compliance:** Failure to submit the FTR within the stipulated three-month period shall be treated as a serious breach of financial compliance. In such cases, the Council shall initiate formal **Revenue Recovery (RR) proceedings** against the defaulting Fellow to recover the entire fellowship amount and contingency funds disbursed, along with applicable government interest.

- **Exceptions:** Refunds or recovery proceedings may be waived or partially reduced by the Kerala State Higher Education Council (KSHEC) only under extreme, documented circumstances, such as:
  i) Permanent medical incapacitation preventing the continuation of research.
  ii) Demise of the Fellow."

The existing guidelines (Conditions 1 to 11, and Condition 13) issued vide the Proceedings read (3) above shall remain unaltered except to the extent modified herein.

These amendments shall come into force with immediate effect.

Vice Chairman

Copy to:

1. Office of the VC, KSHEC
2. Office of the MS, KSHEC
3. Principal Secretary, Department of Higher Education (C), Govt. of Kerala
4. Office of the Accountant General (Audit), Kerala
5. The Registrar, KSHEC
6. Finance Officer, KSHEC
7. Accounts Section, KSHEC
8. Registrar/Director/Principal of all the Universities/Research Institutions/Colleges in the State
9. Office Copy/Stock File