

Important instruction to participants

1. All participants must confirm their participation via dedicated google form sent on email to help arranging facilities. It is mandatory to fill this form for getting necessary accommodation facility.
2. The events starts at sharp 9 AM on 16th January, thus all participants are instructed to report before that (preferably arrive IITM hostel accommodation by the evening of 15th January). The accommodation is arranged at IITM Prithvi Hall of Residence on sharing basis. There will not be any accommodation charges. (It is arranged from 13/01/2023-22/01/2023.)
3. The registration will start at 9 AM at Varahamihir Hall on 16 January. The first session starts at 10 AM. There is no registration fee for this training-workshop.
4. You may reimburse the travel fare equivalent of the Third AC train fare (to-and-fro) (for Research Scholars and above) and Second-Class Sleeper (for students) via the shortest distance from your workplace/institute to IITM. For any other mode of transport, the reimbursement will be made only for the above fare or actual, whichever is lower. For availing travel reimbursement from the organizers, participants must produce the following:
 - a. Original tickets used during commuting. In case it's an electronic ticket a printout of the ticket with self-attestation is necessary.
 - b. A valid official ID (student/scholars/employee).
 - c. An undertaking from the HoD/Director/Administrative Officer stating that you are not availing the reimbursement of the travel expenses from your/other organization(s).
 - d. A copy of PAN card and Aadhaar Card.
 - e. Bank account details for the online transaction. (All are mandatory, incomplete applications will not be accepted).
5. Food coupons for lunch, dinner, and breakfast, will be provided, which can be used for the meals.
6. Participants should carry fully vaccinated certificate of COVID and is mandatory for attending the workshop.
7. Candidates with any symptoms related to COVID may kindly refrain from attending the workshop. We expect socially responsible actions from the participants in case of any symptoms related to COVID.
8. The Last day of the workshop is dedicated for outdoor field visit (100 KMs away from IITM) organised by the workshop organisers in relevance to the theme of the workshop. Participants may make necessary preparation for participating in the field visit.
9. Please check How to reach available [Link](#)