



Higher Education Commission

Indigenous 5000 PhD Fellowship Program, H-9, Islamabad (Pakistan),

Phone: (051) 90808033, E-mail: snaurin@hec.gov.pk

No: GEN/Laptop/HEC/IS/2014

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Subject: Purchase of Laptop for HEC Scholars – Under Indigenous 5000 PhD Fellowship Scheme – Phase-II

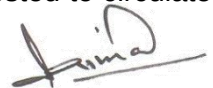
Dear Sir/Madam,

The mission of Higher Education Commission is to facilitate the institutions/scholars to serve as an engine for socio-economic development of Pakistan. To support this mission, one of the biggest initiative taken by HEC is to fund the Indigenous Ph.D. scholars/universities for up-gradation of departments and promotion of research activities in Pakistan. In this connection, under **Indigenous 5,000 PhD Fellowship Program Phase-I & Phase-II**, HEC scholars are pursuing Ph.D. studies at various Universities/Degree awarding Institutes of Pakistan.

To encourage the research aptitude and to facilitate HEC scholars, a separate budget head @ Rs. 60,000/- for every scholar to purchase a Laptop has been allocated in the subject scholarship program. However, the following instructions are being submitted as policy guidelines for the purchase of laptop please:

- i. The HEC scholars, who have been awarded against the subject scholarship program for completion of PhD study and they already have laptop from the Punjab Government scheme '*Shabbaz Sharif Youth Initiative Program*' are not authorized to enjoy this facility till the expiry of three years life of the laptop. After three years life of laptop, the university can authorized the HEC scholar to buy the laptop out of the scholarship allocated amount subject to condition there must be at least one year scholarship period left as per award letter issued by HEC. However, the laptop received from the '*Shabbaz Sharif Youth Initiative program*' may be dealt as per university rules.
- ii. If the amount of laptop exceeds from the defined budget head i.e. Rs. 60,000/- the additional amount can be charged from the budget head '*Support to university for tuition fee etc i.e. Rs.100,000/- p.a.*' subject to availability of funds after getting recommendations from supervisor of the scholar and approval of Chairman/HOD of the department.
- iii. The university is authorized to purchase the laptop for scholars as per Government rules. However, the copies of invoice/bills /stock register entry may be furnished to HEC for reference and record before claim of next release of the scholar.
- iv. After completion of Ph.D. degree, the HEC laptop will be property of the scholar.
- v. It is a onetime benefit, in case of loss/damage/ theft, no further claim will be entertained.

In light of above guidelines, the University authorities/DAIs are therefore, requested to circulate to quarter concern for their compliance please.


Saima Naurin
Project Director

Vice Chancellors/Rectors
ALL University/ Degree Awarding Institute of Pakistan.