

**FORMAT FOR THE REPORT FOR ATTENDING INTERNATIONAL
CONFERENCE/CONGRESS/SEMINAR WORKSHOP/SYMPOSIUM, ETC. OR VISIT
UNDER INSA EXCHANGE PROGRAMME**

1.	Name	
2.	Designation	
3.	Period of visit	
4.	International conference/ Congress /Seminar/Workshop/ Symposium, etc. or visit under INSA Exchange Programme	
5.	Organizers	
6.	Financial Assistance Provided	
7.	Visit if any	
8.	Contribution to International Conference/Congress/Seminar/W orkshop/Symposium etc.	
9.	Summary of the recommendations made	
10	Remarks	