

## REPORT

Report of the Fellow who availed Fellowship / Training under Human Resource Development for Health Research.

1. Name and designation of Fellow : Dr Varsha Atul Potdar Scientist C
2. Address : National Institute of virology  
20 A Dr Ambedkar road  
Pune, India, 411001
3. Type of Fellowship and period : Short term DHR Fellowship
4. Duration of fellowship : 12<sup>th</sup> November 2014 to 6<sup>th</sup> February 2015
5. Frontline area of research in which Training /research was carried out : Quality control and Quality Assurance of the external Quality Assessment program for influenza & Influenza animal surveillance
6. Name & address of mentor and host institute : 1) Dr Janice Lo, Head  
Public health Laboratory Service branch  
Centre for health protection  
Department of Health  
382 Nam Cheong Street  
Shek Kip Mei, Kowloon  
Hong Kong SRA, China  
  
2) Prof. Yi Guan, Director  
State Key Laboratory of emerging  
Infectious Diseases  
School of Public Health  
The University of Hong Kong
7. Highlights of work conducted :
  - i) Technique/expertise acquired :  
The training was emphasized on the External Quality Assurance program (EQAP) and Animal Influenza surveillance.  
The training aspects studied were

1. Housekeeping and safety in the laboratory: under this the entire flow of The activity was understood and details were studied form Safety manuals such as CEN/ GVU: European Occupational health and safety manual & Virology department Gov of Hong Kong.
2. Familiarize with EQAP (management and technical)
3. Familiarize with ISO/IEC 17043 standards.
4. **EQAP :**  
Preparation of EQAP was done by performing following tests and through active discussions.
  - A) Selection of Samples and method of inactivation
  - B) Limit of detection and contamination checking
  - C) Sample drying
  - D) Homogeneity and stability Checking
  - E) RNA quantification and assigned values for sample.
  - F) Maintenance of Record
  - G) Sample packing (Infectious/noninfectious) and updating of inventory.
  - H) Handling of Logistics of dispatch of EQA panel (Invitation/ International permits for/ Courier facility and **unexpected** issues
  - I) Result submission (Format and deadline)
  - J) Statistical analysis of reported data and scoring
  - K) Reporting the result to individuals and handling enquiry
  - L) Quality assurance of EQAP by internal audit, follow up action and management review
5. **Animal Influenza surveillance:** Following aspects of surveillance were understood.
  - A) Observed and practice whole process of avian influenza surveillance including sample collection, Processing virus isolation and identification
  - B) Use of next generation sequencing for decoding influenza virus genome sequence using 454 and illumina platforms.
  - C) Participated in clinical investigation for severe cases of novel H7N9 infection, which includes sample collection, and real time PCR diagnosis
  - D) Understand the need of animal surveillance and its Quality aspects

- |      |  |  |
|------|--|--|
| ii)  | Research results, including any papers : prepared/submitted for publication  | The training was quite useful to build up new proposal which will submitted to WHO for further funding   |
| iii) | Proposed utilization of the experience: in the Parent Institute. (Please specify project developed whether Originally proposed/ new project) | New Original project<br>The concept proposal of EQAP for the VDL network in India and Influenza NIC from South East Asia is submitted to WHO SEARO for funding (Copy attached) |

Signature of Fellow

**CLAIM SHEET**  
(To be filled in by the Fellow)

1. Name, Designation and Address : Dr Varsha A Potdar, Scientist C
2. ICMR Sanction letter No. and date : L. No DHR/HRD fellowship/ II(III)/13-14 dated 29.08.2014
3. Broad area of research : Quality Analysis and Quality control
4. Chosen area of training : Quality Analysis and Quality control and animal influenza surveillance
5. Name, designation & address  
of Professor/Mentor of host institute  
1 ) Dr Janice Lo, Head  
Public health Laboratory Service branch  
Centre for health protection  
Department of Health  
382 Nam Cheong Street  
Shek Kip Mei, Kowloon  
Hong Kong SRA, China  
2) Prof. Yi Guan, Director  
State Key Laboratory of emerging  
Infectious Diseases  
School of Public Health  
The University of Hong Kong
6. Duration of the training-----to-----months : 12<sup>th</sup> November 2014 to 6<sup>th</sup> February 2015
7. Details of expenditure on the training  
A TRAVEL :
  - i) Place of work in India : National Institute of Virology, Pune
  - ii) Port of embarkation with date of departure : Pune - Delhi - Hong Kong  
Embarkation at Delhi on 11<sup>th</sup> November 2014
  - iii) Port of disembarkation with date of arrival : Hong Kong on 12<sup>th</sup> Nov 2014
  - iv) Venue of training if in a city different from :
    - iii)

v) Air fare for onward travel to venue by shortest route: Rs.0

vi) Air fare for return travel : Rs.0

vii) Total expenditure on Air travel (v + vi) : Rs.0

B. Fellowship US \$3000 x 3 months :

xRs 60.as per foreign ex. rate : Rs.180000 for 1<sup>st</sup> month

\$3000 for 2<sup>nd</sup> month

\$ 2500 for 3<sup>rd</sup> month

C. Contingency :

i) Visa charges : \$160 Rs. @ 61.44 Rs. 10,039.00

*I contacted china embassy Mumbai and Delhi for Hong Kong Visa but due to special administrative region of china the visa procedure was handled and visa was granted from immigration department Hong Kong and hence all documents needed to send to Hong Kong*

Courier charges Pune-Mumbai-Hong Kong Rs.2922  
VFS charges from Hong Kong to Pune \$ 350(HKD)  
@ 8.32 Rs.2912

ii) Mediclaim insurance charges : Rs. 8830

iii) Taxi charges from place of duty to airport and back : HKD 700@ 8.32= Rs. 5824

D. Total (C) : **Rs 30527**

**Certificate:**

Certified that I have participated in the above training/research programme and the particulars furnished above are correct. I also certify that I have not received any financial assistance from any other source.

Date:

Signature  
Dr VA Potdar  
National Institute of virology Pune

**Please attach the following documents:**

1. Original receipts for items claimed against contingency grant (Item. C).
2. Original receipt of Hotel/Guest house accommodation charges to be submitted by Senior Fellows.

**Details to be furnished by Fellow**

1. Total grant received : \$8500
2. Sanction Letter no. & date : L. No DHR/HRD fellowship/ II(III)/13-14 dated 29.08.2014
3. Total expenditure incurred on training  
of the Fellow : \$9000 + Rs 30527
4. Amount to be released to the concerned Fellow: Rs 30527/- as contingent expenses
5. Balance (if available) returned/being returned to DHR/ICMR: **NIL**
6. Utilization certificate in the proforma enclosed:

**Certificate:**

Certified that Fellow has been paid grant as sanctioned by ICMR column 2 above for training abroad and as per guidelines of the DHR Fellow of HRD scheme.

Date:

Signature

Dr Varsha Potdar  
National Institute of Virology Pune

## UTILIZATION CERTIFICATE

1. Title : HRD Fellowship Sponsored by DHR
2. Address of the Institution : National Institute of Virology, Pune
3. Name & designation of Fellow :Dr Varsha Atul Potdar, Scientist C
4. DHR/ICMR sanction letter no. & date : L. No DHR/HRD fellowship/ II(III)/13-14 dated 29.08.2014
5. Amount that was available for expenditure : \$8500
6. Actual expenditure : \$9000 + RS 30527
7. Unspent balance if any : Nil
8. Balance to be reimbursed to the Fellow : \$ 500 + RS 30527

Certified that out of \$ 9000 of grant-in-aid sanctioned during the financial year14-15 in favour of Dr Varsha Potdar .DHR Fellowship awardee under DHR/ICMR sanction letter No DHR/HRD fellowship/ II(III)/13- 14 dated 29.08.2014 A sum of \$9000 has been utilized for the purpose of training abroad in respect of Dr Varsha Potdar. The fellow for which it was sanctioned and that the balance amount of \$ 500 and RS 30527due to the awardee may please be reimbursed.

Date: 18/2/2015

Signature of Fellow