



पेट्रोलियम एवं
प्राकृतिक गैस मंत्रालय
MINISTRY OF
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2026

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30 June 2026, Tuesday

Guidelines for Technical Paper Submission



Guidelines (1/2)

- Authors are required to submit their Detailed Technical Papers in pdf format on UrjaVarta Website by **19 June 2026**. Please do not submit password protected file, such protected files may get summarily rejected.
- A paper submitted should not exceed 6 pages. Please use this template to prepare your paper. **Font Arial should be used with the size of 11**. Figures and tables should be embedded and not supplied separately. **Please strictly follow all format requirements such as authors, affiliations, headings, captions of tables and figures, references etc.**
- Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line.
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- Papers submitted must not have been accepted or presented elsewhere
- The paper should comprise the following sections:
 - **Title:** The title should be concise, attract attention, and highlight the main point of your paper. Be clear about the subject matter. Company names or abbreviations should not appear in the title
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 - **Abstract:** Write an abstract of about 225-450 words to summarize the paper, stating significant new information and conclusions.
 - **Keywords:** Max 6 keywords should be included
 - **Introduction:** Outline the problem and briefly explain the solution. Explain theory, define terms, describe test procedures, methodology used, and outline problems peculiar to the subject.
 - **Presentation of Data and Results.** Present results in the clearest form, whether it is text, figures, or tables. Use the text to provide essential information on figures. Be sure to define all terms in the text and in figures and tables.
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Table Captions

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Guidelines (2/2)

- **Figures.** All figures should be cited in the body of the paper and should be numbered sequentially as described for tables above. The following guidelines are useful in preparing figures that convey your message clearly:
 - Make figures as simple as possible. Remember that most people reading your paper will be viewing a black and white printout (even if you used color).
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- **Nomenclature.** If you use symbols, define them in a formal Nomenclature at the end of text.
- **References.** References should be listed as per format mentioned below:
 - **Reference of an article in a journal.**
Gidley, J. L., Penny, G. S., and McDaniel, R. R. 1995. Effect of Proppant Failure and Fines Migration on Conductivity of Propped Fractures. *SPE Prod & Fac* 10 (01): 20–25. SPE-24008-PA. <http://dx.doi.org/10.2118/24008-PA>.
 - **Reference of a book.**
Craft, B. C. and Hawkins, M. 1991. *Applied Petroleum Reservoir Engineering*, second edition. Englewood Cliffs, New Jersey: Prentice-Hall.
 - **Reference of a conference paper.**
Omre, H., Solna, K., Tjelmeland, H. et al. 1990. Calcite Cementation: Description and Production Consequences. Presented at the SPE Annual Technical Conference and Exhibition, New Orleans, 23–26 September. SPE-20607-MS. <http://dx.doi.org/10.2118/20607-MS>.
- **Appendix.** Use appendices for mathematical derivations and supporting material too detailed to include in the body of the paper. Designate multiple appendices as Appendix A, Appendix B, etc.
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Technical Paper Format (1/2)

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Author A¹, Author B^{2*}

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(Corresponding Author: Email)

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Keywords: (Max. 6)

Text Format

HEADINGS

First-Level Heading

Body text paragraph.

Second-Level Heading

Third-Level Heading

Figure caption format:

Fig. 1—Figure captions should begin with an overall descriptive statement of the figure followed by additional supporting text. Captions should be placed immediately after each figure. Figure parts are indicated with lower-case letters: (a) Part 1; (b) Part 2; (c) Part 3.

Table caption format:

Table 1—Table captions should begin with a short description of the table

Equations format:

Number equations consecutively. Equation numbers, within parentheses, are to position flush right, as in (1), using a right tab stop.

$$a + b = \gamma \quad (1)$$

Note that the equation is centered using a center tab stop. Be sure that the symbols in your equation have been defined before or immediately following the equation

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Technical Paper Format (2/2)

Table of Contents

- 1. Introduction**
- 2. Approach and Methodology**
- 3. Results and Discussion**
- 4. Conclusions**
- 5. Acknowledgement**
- 6. Nomenclature**
- 7. References**
- 8. Appendix (If Any)**

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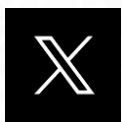


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