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Government of India
Ministry of Environment, Forests & Climate Change
A-356, 3rd Floor, Agni Block,
Indira Paryavaran Bhawan, Jor Bagh Road
New Delhi – 110 003.

No. 16.2/2011-RT (Pt.)

Dated: 29.02.2016

To

The Director,
Indian Plywood Industries Research & Training Institute
P.B. No. 2273, Tumkur Road, Yashwanthpur
Bangalore - 560 022.

Sub: Recruitment and Promotion Rules for the Scientific Group ‘A’ Post of Indian Plywood Industries Research & Training Institute (IPIRTI), Bangalore-regarding.

Sir,

Kindly refer to your letter No. Adm/ES/MFCS/2861 dated 18.09.2015 on the subject mentioned above and to forward herewith the approved “IPIRTI Scientific Group ‘A’ Post Recruitment Rules, 2015” of Indian Plywood Industries Research & Training Institute (IPIRTI), Bangalore for kind information and necessary action please.

Yours faithfully,

Encl:- as above

(Dr. Suneesh Buxy)
Dy. Inspector General of Forests (RT)
INFORMATION INDUSTRIES RESEARCH AND TRAINING INSTITUTE, SCIENTIFIC GROUP ‘A’ POSTS RECRUITMENT RULES, 2015

In exercise of the powers conferred in it by the Proviso of Rule 34 read with sub-section 18(a)(b)(b)(vii) and clause 20(iii) of the Memorandum of Association and Rules and Regulations of the INDIAN PLYWOOD INDUSTRIES RESEARCH AND TRAINING INSTITUTE(IPIRTI) and in supersession of all the recruitment rules in so far as they relate to the Scientific Group A staff in the Indian Plywood Industries Research and Training Institute(IPIRTI), the Board of Governors of Indian Plywood Industries Research and Training Institute (IPIRTI) hereby makes the following Rules with the concurrence of the Government of India.

1. Short title and commencement –
   (i) These rules may be called the INDIAN PLYWOOD INDUSTRIES RESEARCH AND TRAINING INSTITUTE, SCIENTIFIC GROUP ‘A’ POSTS RECRUITMENT RULES, 2015.
   (ii) They shall come into force on the date of their publication.

2. Definitions – In these rules, unless the context otherwise requires,
   a) ‘Society’ means the Indian Plywood Industries Research and Training Institute(IPIRTI) Society, a society registered under the Karnataka Societies Registration Act 1960;
   b) ‘Institute’ means Indian Plywood Industries Research and Training Institute(IPIRTI) its Field Stations and Centres under it;
   c) ‘Board of Governors’ means the body constituted under Rule 16 of the Memorandum of Association of Indian Plywood Industries Research and Training Institute(IPIRTI);
   d) ‘President’ means the President of Indian Plywood Industries Research and Training Institute(IPIRTI) Society;
   e) ‘Chairman’ means the Chairman of the Board of Governors;
   f) ‘Director’ means the person appointed by President of the Society as Director, IPIRTI;
   g) ‘Post’ means all Scientific Group A posts specified in Column (1) of the table under rule 4 of these rules;
   h) ‘Employee’ means any Officer or Official appointed as staff of the Institute against posts specified in Column (1) of the table under rule 4 of these rules;
   i) ‘Appointing Authority’ in relation to appointment to the posts of Scientist ‘B’, Scientist ‘C’, Scientist ‘D’, Scientist ‘E’, Scientist ‘F’ and Scientist ‘G’ means the Director, Indian Plywood Industries Research and Training Institute(IPIRTI);
   j) ‘Controlling Authority’ means the Official as defined in CCS(CCA) Rules;
   k) ‘Competent Authority’ means the Secretary in the Ministry of Environment, Forest and Climate Change, Government of India;
   l) ‘Departmental Assessment Committee’ means the Level-II Departmental Assessment Committee (External) referred to in sub-rule(3) of rule 13;
   m) ‘Departmental Confirmation Committee’ means the committee referred to in sub-rule(5) of rule 13;
   n) ‘Departmental Promotion Committee’ means the committee referred to in sub-rule(6) of rule 13;
   o) ‘Departmental Peer Review Committee’ means the committee referred to in sub-rule(4) of rule 13;
   p) ‘Expert Selection Committee’ means the committee referred to in sub-rule (1) of rule 13;
   q) ‘Ministry’ means the Ministry of Environment, Forest and Climate Change, Government of India;
   r) ‘Screening Committee’ means the Level – I Screening Committee (Internal) referred to in sub-rule(2) of rule 13;
   s) ‘Schedule’ means the Schedule annexed to these rules;
   t) In Situ promotion” means promotion of a candidate holding any post mentioned in the table given at Rule 4 from the existing Scientist Level to the next higher Scientist Level without any change in the post or in the designation thereof.

Signature
3. Application – These rules shall apply to the posts specified in column (1) of the table under rule 4.

4. Name of Posts, classification and pay band and grade pay or pay scale – (i) The name of the posts, their classification and pay band and grade pay or pay scale attached thereto shall be as specified in the table below :-

<table>
<thead>
<tr>
<th>Designation</th>
<th>Classification</th>
<th>Pay Band and Grade Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scientist ‘B’</td>
<td>General Central Service</td>
<td>PB-3 Rs.15600-39100 + G.P. 5400</td>
</tr>
<tr>
<td>Scientist ‘C’</td>
<td>Group ‘A’ Non-Gazetted, Non-Ministerial, Scientific and Technical</td>
<td>PB-3 Rs.15600-39100 + G.P. 6600</td>
</tr>
<tr>
<td>Scientist ‘D’</td>
<td></td>
<td>PB-3 Rs.15600-39100 + G.P. 7600</td>
</tr>
<tr>
<td>Scientist ‘E’</td>
<td></td>
<td>PB-4 Rs.37400-67000 + G.P.8700</td>
</tr>
<tr>
<td>Scientist ‘F’</td>
<td></td>
<td>PB-4 Rs.37400-67000 + G.P.8900</td>
</tr>
<tr>
<td>Scientist ‘G’</td>
<td></td>
<td>PB-4 Rs.37400-67000 + G.P.10000</td>
</tr>
</tbody>
</table>

5. Number of Posts – (1) The consolidated number of posts in Indian Plywood Industries Research and Training Institute (IPIRTI) and its Field Stations under it shall be as specified in Schedule – I
(2) The distribution of posts in the Indian Plywood Industries Research and Training Institute (IPIRTI) and its Field Stations under it shall be as decided by the Appointing Authority considering the specific need and work load.

6. Educational qualification and experience – The educational qualifications and experience for the posts shall be as specified in Schedule – II

7. Method of recruitment – (1) All posts specified in Schedule – I, shall be exempted from the purview of the Union Public Service Commission for the purposes of recruitment.
(2) The recruitment to all posts shall be made either by direct recruitment or by deputation (including short term contract)/absorption;
Provided that twenty-five percent of vacancies in the post of Scientist ‘B’ shall be filled up by promotion as specified in rule 11, failing which by direct recruitment or deputation (including short term contract)/absorption, as may be decided by the competent authority.
(3) The minimum educational qualifications required for a post shall be as specified in Schedule – II and the specific discipline of educational qualification shall be decided by the appointing authority as per the requirement of Indian Plywood Industries Research and Training Institute and its Field Stations under it.
(4) The experience specified in Schedule – II for the post shall be the experience obtained by the candidate in research and development in an industrial or academic institution or scientific and technological organization after possessing the minimum educational qualifications required for the post;
Provided that the appointing authority shall decide on the area of such experience, that is, the experience in the area as per the requirement of Indian Plywood Industries Research and Training Institute, its Field Stations and Centres under it at the time of recruitment.
(5) The recruitment under sub-rule (2) shall be made on the recommendations of the Expert Selection Committee.
(6) The Expert Selection Committee shall hold interview and evaluate the past performance of the candidates before making its recommendations under sub-rule(5)
(7) The appointing Authority shall make appointment on the basis of the recommendations made by the Expert Selection Committee under sub-rule(6)

8. Age limit for direct recruits – The upper age limit for appointment by direct recruitment to the posts shall be as specified in Schedule – III

9. Direct recruitment – (1) The candidates possessing the educational qualifications and experience as specified in the Schedule – II shall be eligible for appointment to the post by direct recruitment.
(2) If a departmental candidate is selected for appointment to any post by direct recruitment, such post shall be deemed to be filled by direct recruitment.

(3) Every Scientist who is appointed to the service either by direct recruitment or by promotion shall be on probation for a period of two years and the period of probation may be extended by the Controlling Authority in accordance with the instructions issued by the Central Government from time to time.

(4) The confirmation of candidates who are on probation shall be considered by the Departmental Confirmation Committee given under rule 13 (5).

10. Recruitment by Deputation (including short-term contract)/absorption – (1) Officers belonging to any other Ministry or Department of the Central Government or a State Government or Union territories or Universities or Public Sector undertakings or semi-Government or statutory or autonomous organizations or research organisations or institutions funded by the Government may be appointed on deputation (including short-term contract)/absorption basis in the manner specified in sub-rules (5),(6) and (7) of rule 7, subject to fulfilment of following requirements, namely:

(i) possessing minimum educational qualifications and experience as specified in Schedule- II; and
(ii) holding analogous post on regular basis in the parent cadre or department.

(2) The upper age limit shall not exceed fifty-six years.

(3) The period of deputation including the period of deputation in any other ex-cadre post held immediately preceding the appointment in the same or some other organisation or department of the Central Government shall ordinarily be three years which may be extended for a further period of two years with the approval of Competent Authority, in accordance with the instructions or orders of the Central Government issued from time to time.

(4) The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation and similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

(5) Only the officers of the Central Government or State Government shall be considered for absorption.

11. Promotion - (1) The minimum educational qualification for promotion to the grade of Scientist ‘B’ from the eligible feeder grades shall be as specified in Schedule – II.

(2) There shall be no upper age limit for promotion.

(3) The promotion in respect of the posts of Scientist ‘B’ specified in Schedule – I shall be made on selection basis from amongst Technical Officers having five years’ regular service in the grade in Pay Band – 2 (Rs.9300-34800) and Grade Pay of 4800 and possessing educational qualifications and experience as specified in Schedule – II, in accordance with the proviso to sub-rule (2) of rule 7; and the eligibility list for promotion shall be prepared with reference to the date of completion of the prescribed qualifying service in their respective grade or post.

(4) The promotion in respect of the posts of Scientist ‘B’ specified in Schedule – I shall be made on selection basis from amongst the Technical Officers.

12. In-situ Promotion under Flexible Complementing Scheme – (1) In-situ Promotion under Flexible Complementing Scheme shall be applicable to promotion of officers in the grades of Scientist ‘B’, Scientist ‘C’, Scientist ‘D’, Scientist ‘E’, Scientist ‘F’ and Scientist ‘G’. Provided that such officers who are doing management or administrative work in the Indian Plywood Industries Research and Training Institute (IPIRTI), its Field Stations and Centres under it shall not be considered for upgradation under the Flexible Complementing Scheme, but shall be given the benefit of upgradation under the Modified Assured Career Progression Scheme.
(2) The Scientist appointed on deputation (including short term contract) shall not be eligible for Flexible Complementing Scheme.

(3) The Minimum Residency Period linked to Performance for in-situ promotion to the next grade shall be as specified in column (4) of Schedule – IV and while computing such minimum residency period, the following period of service shall count for in-situ promotion to the next higher grade, namely:

(i) the regular service rendered in a post, excluding ad-hoc service or non-qualifying service;
(ii) the period spent on deputation or foreign service to another scientific post;

Provided that the period spent on deputation or on foreign service in a non-scientific post shall not count towards the minimum residency period;
(iii) the period of study leave or any other leave taken for improving the academic accomplishment; and
(iv) such other period of leave as may be prescribed by the Central Government for this purpose by order or instruction issued from time to time.

(4) The assessment for in-situ promotion under the Flexible Complementing Scheme shall be done twice a year; the cases maturing for promotion during January to June of a year shall be taken up for assessment in the month of July of that year and the cases maturing for promotion during July to December of a year shall be taken up for assessment in the month of January of next year.

(5) The exceptionally meritorious candidates having ‘Outstanding’ grading in all Annual Confidential Reports in the minimum residency period linked to performance may be given relaxation in such residency period for not more than one year on any occasion and such relaxation shall be limited to a maximum of two occasions in their entire service.

(6) Where an eligible scientist is not physically available for assessment on account of him being on deputation or on a foreign service or on study leave in India or abroad or for any reason, his case shall be considered for promotion in the immediate assessment due on his return.

(7) When a scientist is promoted under the Flexible Complementing Scheme, the post currently held by him shall be upgraded automatically and remain personal to him for the duration of his stay in the in-situ promotion post and consequently, no vacancy shall be caused in the lower grade.

(8) The post held by a Scientist under the Flexible Complementing Scheme shall revert back to the original level only after he vacates the higher post on his superannuation or resignation or death or otherwise.

(9) All scientists eligible for in-situ promotion under the Flexible Complementing Scheme shall give their self-assessment in the Annual Work Report format (Part-A) as specified in Part-A of Schedule-V along with the Annual Confidential Report and the same shall be assessed by the reporting officer who shall give report in Part-B Format specified in Schedule - V.

(10) All scientists eligible for in-situ promotion under the Flexible Complementing Scheme and who meet the bench mark of ‘Good’ for Scientist ‘C’ and ‘Very Good’ for Scientist ‘D’ and above shall be screened by the Screening Committee.

(11) The Screening Committee shall carry out first level internal Screening by evaluating the Annual Work Reports of the eligible Scientist and give its report on the scientific content of the work done by such Scientists as per Part – C Format specified in Schedule – VI and make its report available to the Departmental Assessment Committee or the Departmental Peer Review Committee, as the case may be.
(12) The Departmental Assessment Committee shall carry out second level external screening for in-situ promotion of Scientists from grade ‘B’ to ‘C’, grade ‘C’ to ‘D’ and grade ‘D’ to ‘E’ and make a report in one-page summary on the scientific content of the work done justifying merit for consideration under the Flexible Complementing Scheme and certify that the Scientists recommended for promotion meet all criteria for in-situ promotion under Flexible Complementing Scheme and thereafter hold interview of the screened-in scientists for their in-situ promotion to the next higher grade.

(13) The Departmental Peer Review Committee shall carry out second level external screening for in-situ promotion of Scientists from grade ‘E’ to ‘F’ and grade ‘F’ to ‘G’ and certify that the Scientists recommended meet with all criteria for in-situ promotion under Flexible Complementing Scheme.

(14) The date of in-situ promotion for those found suitable for in-situ promotion to the next higher grade under the Flexible Complementing Scheme (FCS) shall be the date on which the Appointing Authority approves the in-situ promotion.

(15) There shall be no retrospective in-situ promotion.

(16) The cases of officers undergoing training or Study Leave or on deputation in India or abroad shall be considered for in-situ promotion to the next higher grade under the Flexible Complementing Scheme with effect from the date they would have completed the minimum residency period had they no proceeded on training or study leave or on deputation subject to fulfillment of the following conditions, namely:

(i) The period of such training or study leave or on deputation is stated as on duty; and
(ii) They have been approved for in-situ promotion under Flexible Complementing Scheme to the next higher grade.

(17) The eligible Scientist shall be given three chances for assessment under the Flexible Complementing Scheme for upgradation to the next grade and in case such Scientist does not qualify for three successive years or chances, he shall be considered for upgradation to the next grade under the Modified Assured Career Progression Scheme.

(18) The criteria for field experience for considering in-situ promotion under Flexible Complementing Scheme shall be as specified under the Schedule – VI.

13. Composition of the Committee.- (1) The composition of the Expert Selection Committee for recruitment by direct recruitment or absorption or deputation (including short term contract) in respect of the posts specified in column (1) of the table below shall be as specified in column (2) thereof, namely:

<table>
<thead>
<tr>
<th>Posts</th>
<th>Composition of the Expert Selection Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(1)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(2) The Composition of the Screening Committee for internal screening for promotion under the Flexible Complementing Scheme of Scientists from a post in the lower grade to a post in the higher grade as specified in column (1) of the table below, shall be as specified in column (2) thereof, namely:
(3) The Composition of the Departmental Assessment Committee for assessment of screened-in scientists for promotion under the Flexible Complementing Scheme from a post in the lower grade to a post in the higher grade as specified in column (1) of the table below, shall be as specified in column (2) thereof, namely: -

<table>
<thead>
<tr>
<th>Posts</th>
<th>Composition of the Departmental Assessment Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
</tr>
<tr>
<td>Scientist ‘B’ to Scientist ‘C’,</td>
<td>1. Chairman – Joint Director, IPIRTI</td>
</tr>
<tr>
<td>Scientist ‘C’ to Scientist ‘D’,</td>
<td>2. Member – Deputy Secretary in the Ministry to be</td>
</tr>
<tr>
<td>Scientist ‘D’ to Scientist ‘E’,</td>
<td>nominated by the Competent Authority.</td>
</tr>
<tr>
<td>Scientist ‘E’ to Scientist ‘F’ and</td>
<td>3. External Members – Three Experts in the relevant</td>
</tr>
<tr>
<td>Scientist ‘F’ to Scientist ‘G’</td>
<td>field to be nominated by the Competent Authority.</td>
</tr>
<tr>
<td></td>
<td>4. Member Secretary – Senior most Scientist of IPIRTI.</td>
</tr>
</tbody>
</table>

(4) The Composition of the Departmental Peer Review Committee for assessment of screened-in scientists for promotion under the Flexible Complementing Scheme from a post in the lower grade to a post in the higher grade as specified in column (1) of the table below, shall be as specified in column (2) thereof, namely: -

<table>
<thead>
<tr>
<th>Posts</th>
<th>Composition of the Departmental Peer Review Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
</tr>
<tr>
<td>Scientist ‘E’ to</td>
<td>1. Chairman – Director, IPIRTI</td>
</tr>
<tr>
<td>Scientist ‘F’, and</td>
<td>2. Members – Two Scientists from IWST / Ministry at</td>
</tr>
<tr>
<td>Scientist ‘F’ to</td>
<td>the level of Scientist ‘G’.</td>
</tr>
<tr>
<td>Scientist ‘G’</td>
<td>3. External Members – Two to Three eminent scientists</td>
</tr>
<tr>
<td></td>
<td>in the relevant field nominated by the Competent</td>
</tr>
<tr>
<td></td>
<td>Authority.</td>
</tr>
<tr>
<td></td>
<td>4. Member Secretary – Joint Director, IPIRTI.</td>
</tr>
</tbody>
</table>

(5) The Composition of the Departmental Confirmation Committee for confirmation of Scientists recruited on direct recruitment basis in respect of the posts specified in column (1) of the table below, shall be as specified in column (2) thereof, namely: -

<table>
<thead>
<tr>
<th>Posts</th>
<th>Composition of the Departmental Confirmation Committee(for confirmation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
</tr>
<tr>
<td>Scientist ‘B’, ‘C’,</td>
<td>Same as Departmental Assessment Committee</td>
</tr>
</tbody>
</table>

(6) The composition of the Departmental Promotion Committee for considering promotion of officers from feeder grades to the post of Scientist ‘B’ shall be the same as Expert Selection Committee.

Note 1. – The composition of the Expert Selection Committee, Departmental Assessment Committee, Departmental Peer Review Committee, Departmental Promotion Committee and Departmental Confirmation Committee shall be approved by the Competent Authority on each occasion.

Note 2. – The absence of a Member of the Committee other than the Chairman shall not invalidate the proceedings of the Committee.
14. **Disqualification.**- No person, -

(a) who has entered into or contracted a marriage with a person having a spouse living, or

(b) who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of the said posts;

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such persons and the other party to the marriage and that there are other grounds for doing so, exempt any person from the operation of this rule.

(c) furnishing of false information or suppression of any factual information at the time of appointment of service in the Institute would disqualify and render the officer/official unfit for employment in the Institute. If furnishing of false information or suppression of any factual information comes to the notice at any time during the service of employee, his/her services would be liable to be terminated.

15. **Liability to serve anywhere in India and outside.**- (1) The Scientists appointed under these rules shall be liable to serve anywhere in India.

(2) The Scientists appointed shall be liable to undergo such training and be retained on such courses of instruction in India or abroad as the Appointing Authority may decide from time to time.

16. **Power to relax.**— Where the Board of Governors is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing, relax any provisions of these rules with respect to any class or category of persons with the prior approval of Central Government.

17. **Saving.**- Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes, ex-servicemen and other special categories of persons in accordance with orders issued by the Central Government from time to time in this regard.

18. Where any doubt arises with regard to interpretation of any of the provision(s) of these rules, the decision of Ministry shall be final
Schedule – I
(See rule 5)

Total number of posts in the Indian Plywood Industries Research and Training Institute and its Field Stations under it:

<table>
<thead>
<tr>
<th>Designation</th>
<th>No. of Posts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scientist ‘B’</td>
<td>3</td>
</tr>
<tr>
<td>Scientist ‘C’</td>
<td>6</td>
</tr>
<tr>
<td>Scientist ‘D’</td>
<td>4</td>
</tr>
<tr>
<td>Scientist ‘E’</td>
<td>3</td>
</tr>
<tr>
<td>Scientist ‘F’</td>
<td>2</td>
</tr>
<tr>
<td>Scientist ‘G’</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>19</strong></td>
</tr>
</tbody>
</table>

Schedule – II
(See Rule 6)

EDUCATIONAL QUALIFICATIONS AND EXPERIENCE

Minimum educational qualifications and experience required for Direct Recruitment to Scientific Group A Posts shall be as follows:

<table>
<thead>
<tr>
<th>Educational qualifications</th>
<th>Minimum Research experience required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(1)</td>
</tr>
<tr>
<td></td>
<td>Scientist B</td>
</tr>
<tr>
<td>Essential Qualification</td>
<td>G.P5400</td>
</tr>
<tr>
<td>PB-3 Rs.15600 - 39100</td>
<td>PB-4 Rs.37400 - 67000</td>
</tr>
<tr>
<td>First Class Master’s Degree in Natural Science (including computer science and Library &amp; Information Science but excluding Sociology, Documentation &amp; Museology) or equivalent from a recognized university</td>
<td>Fresh</td>
</tr>
<tr>
<td>First Class Bachelor’s Degree in Engineering or Technology or equivalent from a recognized university</td>
<td>Fresh</td>
</tr>
<tr>
<td>Ph.D and First Class Master’s Degree in Natural Science (including computer science and Library &amp; Information Science but excluding Sociology, Documentation &amp; Museology) or equivalent from a recognized university</td>
<td>Fresh</td>
</tr>
<tr>
<td>First Class Master’s Degree in Engineering/Technology or equivalent from a recognized university</td>
<td>Fresh</td>
</tr>
<tr>
<td>Desirable Qualification</td>
<td>Higher Qualification and Experience</td>
</tr>
<tr>
<td></td>
<td>Additional experience in Research Administration</td>
</tr>
</tbody>
</table>

**Note 1:** The expression “+5”, ‘+10”, etc., specified under column(2) of the table above denotes the minimum number of years of experience required in addition to the educational qualifications specified against it under column(1) thereof.
Schedule – III
(See rule 8)

Age limit for Direct Recruits

The upper age limit for appointment by the direct recruitment to the posts specified in column (2) shall be as specified in column (3) of the table below :-

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Name of the Post</th>
<th>Age limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
<td>(2)</td>
</tr>
<tr>
<td>1</td>
<td>Scientist ‘B’</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Scientist ‘C’</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Scientist ‘D’</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Scientist ‘E’</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Scientist ‘F’</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Scientist ‘G’</td>
<td></td>
</tr>
</tbody>
</table>

Note-1: The upper age limit for Government Servants shall be relaxable by five years in accordance with the orders issued by the Central Government from time to time.

Note-2: the crucial date for determining the age limit shall be the closing date for the receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh division of the Jammu and Kashmir State. Lahaul and Spiti Districts and Pangi Sub division of Chamba District of Himachal Pradesh, the Union territories of Andaman and Nicobar islands and Lakshadweep)

Schedule – IV
[See rule 12 (3)]

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Pay band and Grade pay</th>
<th>Designation</th>
<th>Minimum Residency Period linked to performance</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
</tr>
<tr>
<td>1</td>
<td>PB-3 (Rs.15600-19100) Grade Pay Rs.5400/-</td>
<td>Scientist ‘B’</td>
<td>3 Years</td>
</tr>
<tr>
<td>2</td>
<td>PB-3 (Rs.15600-19100) Grade Pay Rs.6600/-</td>
<td>Scientist ‘C’</td>
<td>4 Years</td>
</tr>
<tr>
<td>3</td>
<td>PB-3 (Rs.15600-19100 Grade Pay Rs.7600/-</td>
<td>Scientist ‘D’</td>
<td>4 Years</td>
</tr>
<tr>
<td>4</td>
<td>PB-4 (Rs.37400-67000) Grade Pay Rs.8700/-</td>
<td>Scientist ‘E’</td>
<td>5 Years</td>
</tr>
<tr>
<td>5</td>
<td>PB-4 (Rs.37400-67000) Grade Pay Rs.8900/-</td>
<td>Scientist ‘F’</td>
<td>5 Years</td>
</tr>
<tr>
<td>6</td>
<td>PB-4 (Rs.37400-67000) Grade Pay Rs.10000/-</td>
<td>Scientist ‘G’</td>
<td>---------</td>
</tr>
</tbody>
</table>
Annual Work Report
Part - A

SELF ASSESSMENT BY THR OFFICER REPORTED UPON

i. Name:

ii. Designation:

iii. Area of Science and Technology Function:

iv. Brief description of Science and Technology work function:

v. Science and Technology output indicators for assessment and measurement of work function (as appropriate to the officer):

vi. Enumeration of major outputs from Science and Technology Function:

vii. Innovation content of work done (about 100 words)

viii. Major impact reported during the financial year (if any) for work done during previous three years:

ix. Specific and technological methodologies used in the work function:

x. Suggestions (if any) for work functions based on new or emerging scientific principles:

xi. New technologies if any introduced by the officer in work plan/functions:

xii. Any other highlight of special Science and Technology content in the work:

xiii. One page summary of the scientific and technical elements in the work done during the financial year:

xiv. Quantified S&T outputs as per the selected indicators (as annexed):

Signature of the officer reported upon

Part - B

ASSESSMENT BY THE REPORTING AUTHORITY

1. Accuracy of the Science and Technology work report
   (a) Generally accurate
   (b) Modifications needed (please specify)

2. Scientific merit of the work done:
   1-10% 10-33% 33-50% 50-75% Bottom 25%

3. Short summary of the innovative content of the work done

4. General assessment of the scientific work report (in brief)

5. Final grading:
   1-10% 10-33% 33-50% 50-75% Bottom 25%

Signature of the Reporting officer
INTERNAL PEER GROUP REVIEW REPORT

1. Grading of the Science & Technology (S&T) content of the work reported.
2. Specific innovation elements recognized
   (a)
   (b)
   (c)
3. Relative assessment of the work reported vis-à-vis Peers in the area.
   Top 1-10% 10-33% 33-50% 50-75% Bottom 25%
4. Assessment of the work done during the residency period.
5. Specific highlights of the S&T content of the work done.
   Top 1-10% 10-33% 33-50% 50-75% Bottom 25%

Signatures of the Members of the Peer Group

Annexure (to Annual Work Report)

1. Lecture delivered in universities/seminars/industry meets
   a. Enrolled
   b. Invited
2. Books edited or written
3. Research publications.
4. State of the Art Reports prepared on the subject handled or otherwise.
5. Annual. Reports prepared.
6. Internal reports generated.
7. New S&T area/ gaps identified for enlarging the scope of the existing schemes
8. New S&T identified and nurtured and S&T inputs added to ongoing schemes.
9. Data bases prepared for scientific handling of the projects.
10. Scientific and evidence-based initiatives taken to enlarge the infrastructure base of research and development across the country.
11. Identification of New Area for demonstration of technologies and follow-up.
12. Project monitoring Parameters evolved and deployed.
13. Technology intelligence/ assessment report prepared for S & T
14. Science and technology inputs provided to inter-Ministerial discussions in various committees.
15. Number of projects scientifically evaluated for closure during the year.
16. Networked Programmes initiated (please give numbers and salient features of your contribution)
   a. Between lab to lab
   b. Lab and industry
   c. Bilateral
   d. Multilateral
17. Policies/Bills prepared during the year.
18. Awards/Membership of Institutions/ Academies
19. Others (please specify)
A. Criteria for Field Experience

1. Field experience in research and development and experience in implementation of such scientific projects is compulsory for promotion of scientists recruited to the posts in the Secretariat of the Scientific Ministries or Departments to higher grades under Flexible Complementing Scheme.

2. Field experience of at least to years and five years respectively shall be essential for promotion to Scientist ‘F’ and Scientist ‘G’ grades.

3. The criteria shall cover the aims and objectives of the institution or organization, qualifications of the personnel qualitative requirements for performance of various types of activities etc.

B. Scientific Activities and Services

(a) Fundamental or Basic research:
   (i) Original investigation to gain new scientific knowledge, not necessarily directed towards any specific practical aim or application.

   (ii) Working in scientific laboratories/institutes, period spent on doctoral or post doctoral degree in basic research after joining an organization etc., shall constitute field experience for the purpose of Flexible Complementing Scheme.

(b) Applied research:
   (i) Original investigation to gain new scientific or technical knowledge directed towards a specific practical aim or objective

   (ii) Working in scientific laboratories/institutes, period spent on doctoral/ post doctoral degree in applied research after joining an organization etc., would constitute field experience for the purpose of Flexible Complementing Scheme.

(c) Experimental Development:
   (i) Application of scientific knowledge directed towards producing new or substantially improved materials, devices, products, processes, systems or services; ‘field experience’ would depend on the work profile of the Department.

   (ii) The defining factor would be that the work is not of routine use of scientific knowledge but involves application of scientific knowledge for creation of new/innovative systems, practices, models.

(d) Promotion of Science and Technology activities:
   (i) Science and Technology activities which are directly linked to Research and Development in terms of promoting the scientific activities and services.

   (ii) Coordination of Research and Development programmes in environment or forestry or wildlife, national and international network projects in environment or forestry or wildlife, mission mode projects, environment or forestry or wildlife regulation and such other works would constitute field experience.