

## **SCHEME FOR FELLOWSHIPS FOR CONDUCTING Ph. D. PROGRAMMES AND RESEARCH PROJECTS IN AYUSH STREAMS THROUGH RESEARCH COUNCILS UNDER MINISTRY OF AYUSH**

### **INTRODUCTION:**

The medicine and practices related to Ayurveda, Yoga Naturopathy, Unani, Siddha and Homoeopathy {AYUSH} is presently seen as an alternative to modern medicine in respect of number of diseases. For some diseases, it has the potential to replace modern medicines. Of late, much thrust has been given to the systems of AYUSH through many initiatives by the Government. A modern approach towards research linked with outcomes is one such initiative being taken by the Ministry. Availability of quality- research manpower is unarguably one of the essential components to achieve this objective.

There are five autonomous Research Councils working under Ministry of AYUSH namely, Central Council for Research in Ayurvedic Sciences{CCRAS}; Central Council for Research in Yoga and Naturopathy{CCRYN}; Central Council for Research in Unani Medicine{CCRUM}; Central Council for Research in Siddha{CCRS}; and Central Council for Research in Homoeopathy{CCRH}. These Councils are engaged in various research, namely, fundamental research, Clinical Research, drug standardization, validation of classical drugs, literary research etc. These researches are conducted under Intra Mural Research programmes, i.e. in-house programme; Extra Mural Research programme or collaborative programmes. There are 82 institutes under these Councils across the country. These Research Councils require manpower for their own organization. It may also help other organizations to conduct their programmes through provision of fellowships to suitable scholars for pursuing Ph.D. programmes. In this background, Ministry of AYUSH through its Research Councils envisage a scheme to provide fellowship to meritorious scholars from AYUSH system.

### **OBJECTIVES:**

The objectives of the fellowship scheme are as follows:

- i. to institutionalize the fellowship programme;
- ii. development of merit oriented research work-force;
- iii. Induction of quality researchers for its projects;
- iv. help universities and scholars to conduct quality research work.

## GENERAL:

1. The Research Councils under Ministry of AYUSH will provide Research Fellowships to bright young men and women for training in methods of research under the expert guidance of faculty members/scientists working in government University Departments/Institutes of National Importance/National Laboratories and Institutes of Research Councils in various fields of Science & Technology and Medical Sciences, particularly in AYUSH systems. The Council concerned for respective streams of AYUSH will be as under:
  - i. **AYURVEDA-** Central Council for Research in Ayurvedic Sciences ([www.ccras.nic.in](http://www.ccras.nic.in))
  - ii. **Yoga and Naturopathy:** Central Council for Research in Yoga and Naturopathy ([www.ccrn.org](http://www.ccrn.org))
  - iii. **Unani:** Central Council for Research in Unani Medicine ([www.ccrum.net](http://www.ccrum.net))
  - iv. **Siddha:** Central Council for Research in Siddha ([www.siddhacouncil.com](http://www.siddhacouncil.com))
  - v. **Homoeopathy:** Central Council for Research in Homoeopathy ([www.ccrhindia.org](http://www.ccrhindia.org))
2. The Fellowships will be tenable in Central and State Government Universities/IITs/Post-Graduate Colleges/Government Research Establishments including those of CSIR and ICMR and other recognized government institutions. However, the Councils will reserve the right to determine the place best suited to provide necessary facilities in the area of science and technology in which the awardee is to specialize.
3. The Fellowships will be tenable in India. Only bonafide Indian citizens, residing in India will be eligible for the award of research Fellow-ship/ Associate-ship.
4. The award of Fellowship is for fixed tenure and does not imply any assurance or guarantee for subsequent employment to the beneficiary. The authority to award / terminate will vest with the Councils. The awardee shall not lay claim to permanent absorption in Research Councils, after the expiry of Fellowship.

## 5. SUBJECT OF RESEARCH

Preference is given to a subject / research projects relevant to the research programmes of Councils Institutes/laboratories and nationally important medical and AYUSH areas in following two streams:

- i. Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy (AYUSH) streams; and
- ii. Biomedical sciences with emphasis on Life Sciences (like microbiology, physiology, molecular biology, genetics, human biology, bioinformatics, biotechnology, biochemistry, biophysics, immunology, Pharmacology,

zoology, Environment Science, botany, veterinary sciences, bio-informatics etc.) and Social Sciences (like Psychology/sociology/statistics – Mental diseases, demographic survey, statistical methods etc.)

## 6. PRIORITY AREAS

Following are the Priority Areas of Research for Research Fellow awardees-

### 6.1: Ayurveda-

6.1.1: **Clinical Research:** Validation of Classical Ayurveda medicines, therapies like Panchakarma and Ksharasutra etc. and development of new Ayurveda drug.

6.1.2: **Fundamental Research:** Validation of Basic Principles of Ayurveda & their applied aspects and development of tools for fundamental research, diagnosis & prognosis etc.

6.1.3: **Literary Research:** Publication of unpublished Ayurveda manuscripts with Hindi/English translation, critical edition, etc.

6.6.4: **Ayurveda Pharmaceuticals:** Development of SOPs, new dosage forms, shelf life/stability studies etc.

6.6.5: **Extra-pharmacopeial Drugs:** Development, evaluation and validation of extra-pharmacopeial drugs

6.6.6: **Other subjects like veterinary sciences, immunology, genetics, microbiology etc.** will be taken up related to Ayurveda.

### 6.2: Yoga & Naturopathy-

6.2.1: **Fundamental Research:** To evaluate the Physiological effects of Yoga & Naturopathy practices

6.2.2: **Clinical Research:** Validation of Classical Yoga ; Naturopathy therapies and & development of new Yoga & Naturopathy therapies.

6.2.3: **Literary Research:** Publication of unpublished Yoga & Naturopathy manuscripts with Hindi/English translation, critical edition etc.

### 6.3: Unani –

6.3.1: **Clinical Research :** Validation of Classical Unani medicines and Regimental Therapies like Hijamah(cupping), Fasad (venesection) etc. and development of new Unani drug.

3.3.2: **Literary Research:** Publication of unpublished Unani manuscripts with Hindi/Urdu/English translation, critical edition etc.

### 6.4: Siddha -

6.4.1: **Clinical Research :** Validation of Classical Siddha medicine, therapies like Varmam, Thokkanam etc. and development of new Siddha drug.

6.4.2: **Literary Research:** Publication of unpublished Siddha manuscripts with Tamil/Hindi/English translation, critical edition etc.

6.5: **Homoeopathy** - (Priority areas may change from time to time)

6.5.1: **Basic Science** (Physical structure & nature of homoeopathic medicines, Mechanism and pathway of action of homoeopathic medicines, To identify diagnostic and prognostic molecular/biomarkers for homoeopathic medicines, Epigenetics, Application of Homoeopathic interventions in Veterinary diseases, Agro-Homoeopathy)

6.5.2: **Clinical Research** (Non-Communicable /life style,) diseases, Application of nosodes in communicable diseases, Paediatric diseases, Cancers, Auto-immune disorders, Neurological diseases, Psychiatric diseases)

6.6: **Bio-Medical Sciences/ Life Sciences-**

6.6.1: **Botany** – Pharmacognosy, Survey, Propagation techniques, substitutes etc.

6.6.2: **Chemistry** – Phytochemical analysis of single plants, minerals etc., compound formulations (both classical and new drug) characterization of metal / mineral / animal products, quality control, isolation of marker compounds, DNA bar-coding etc. and other areas of quality control and standardization.

6.6.3: **Pharmacology** – Safety/toxicity studies and evaluation of biological efficacy (in vitro and in vivo) in experimental models for single/ compound Ayurveda formulations (both classical and new drugs)

6.7: **Social Sciences-**

6.7.1: **Psychology/sociology/bio-statistics** – Mental diseases, demographic survey, bio-statistical methods etc.

## 7. FELLOWSHIPS

(i) **RESEARCH FELLOWSHIP (Medical):** SRFs will be awarded each year by the Councils to candidates, holding post-graduation (MD/MS) in any of the AYUSH streams with the exception in Yoga and Naturopathy for holding either PG [MD(Y/N)] or Graduation (BNYS) from a recognized University with 5 years experience, after qualifying the AYUSH National Eligibility Test (NET) conducted by the designated Research Councils of the Ministry of AYUSH. The date of exams will be notified and widely publicized through an advertisement in the Employment News/leading newspapers in India and also on the website of the Ministry of AYUSH/Research Councils. The interested candidates may apply online in the prescribed Application Form for AYUSH NET (**Annexure-I**).

(ii) **RESEARCH FELLOWSHIP (Non-medical):** For streams other than AYUSH, candidates who have qualified ICMR/CSIR National Eligibility Test (NET) and willing to undertake research on AYUSH related projects may also be considered for fellowship (JRF for 2-3 years extendable as SRF for 2-3 years,

total for maximum 5 years), provided there are sufficient provision during the year at the time of advertisement in specific streams. They can apply directly to Council concerned in the prescribed application form for JRF (**Annexure-II**) and may be called for interview if found eligible as per norms.

(iii) **NUMBER OF FELLOWSHIPS:** The no. of fellows to be selected every year for pursuing Ph.D. programme will be subject to change and would be notified by the Ministry of AYUSH every year.

(iv) All JRF/SRF/RAs who are already working with Research Councils on the day of issuance of scheme and are possessing the requisite qualification as prescribed in sub-paras (i) & (ii) of para 7 above may be encouraged to enrol for Ph.D. programme.

## **8. APPLICATION PROCEDURE**

Applications for AYUSH NET will be invited every year on all India basis through press advertisement. The information with respect to inviting applications for fellowships will also be made available on AYUSH / Research Councils website.

## **9. AGE LIMIT**

The upper age limit for applying for the award of Fellowship shall be 32 years for SRF and 28 years for JRF, which will be relaxable upto 5 years in the case of candidates belonging to Schedule Castes/Schedule Tribes/OBC, Physically Handicapped (lower locomotive disability only) and female applicants.

## **10. SELECTION PROCEDURE**

The Selection for award of SRF shall be made on the basis of a competitive written test called the AYUSH National Eligibility Test (AYUSH NET), conducted by the designated Research Councils at national level in AYUSH streams. The entrance test will consist of one paper of 2 hours duration. The pattern of the test would comprise of MCQ (Multiple Choice Question) Paper having two sections, the Aptitude Section (Part-I) comprising of 30 questions common to all subjects on General Science and Research aptitude and the Subject Specific Section (Part-II-A/Y/U/S/H) comprising of 90 questions on conventional AYUSH subject concerned. All questions in both the sections will be compulsory. Each question will carry one mark. Negative marking @ 0.25 will be made for each of the wrong answers. The questions in both the sections would appear in English only.

The final result will be based on aggregate of 55% marks obtained in both the sections for General category and OBC and 50% for SC/ST and physically handicapped. The merit list will be declared on website of Research Councils.

There will be separate list for each system. The candidates who qualify the test will be informed individually also on their given E-mail ID.

The Fellowships will be awarded to the AYUSH NET Qualified Candidates on receipt of prescribed Application Form (**Annexure-III**) along with all requisite documents and necessary details of the qualifying degree examination, proposed place of research work, research projects, the name of supervisor and the concurrence of the Institution to provide all the necessary facilities etc, on first come first get basis. The validity of the offer of the AYUSH SRF/JRF award will be two years and will not be extendable.

Application Format of the Undertaking by a Research Fellow on Acceptance of the Award of Research Fellowship is at **Annexure-IV**.

## **11. PH.D. REGISTRATION AND TERMINATION OF FELLOWSHIP**

The AYUSH or ICMR/CSIR NET qualified candidates should register for Ph.D. within a period of two years from the date of joining their fellowship, failing which the fellowship may be terminated. The Ph.D. Registration Proforma is at **Annexure-V**. In exceptional circumstances, the Councils may consider giving extension for an additional period of one year on receipt of Three Members Assessment Committee Report for SRF and upgradation of JRF as SRF as per proforma given at **Annexure-VI**.

The Fellowship shall stand terminated from the date of Ph.D. viva-voce or from the date the fellow resigns and his/her resignation has been accepted by council concerned or on completion of tenure. The fellowship may also be terminated, if the institution where it is tenable refuses to provide facilities to the fellow on disciplinary grounds and so informs council concerned.

Another list of waiting list/Panel would also be made for consideration for positions of SRF under various research schemes/projects of the Research Councils for each individual AYUSH Stream. (Subject to fulfilling the condition of appointments under the respective scheme/project) for the duration of that scheme of the project. These SRF would also be permitted to complete Ph.D. while working with Council in the respective project/Scheme if enrolled. The validity of this waiting list/panel candidate will be two years for placement in the AYUSH/Councils funded projects.

## **12. STIPEND AND TENURE**

The stipend of a SRF selected through AYUSH National Eligibility Test (NET) will be Rs. 28,000/- + HRA per month. In addition, annual contingent grant of Rs. 20,000/- per annum per fellow will be provided to the University / Institution.

The stipend of a JRF selected among aspirants of ICMR/CSIR NET Qualified candidates will be Rs. 25,000/- + HRA per month. In addition, annual contingent grant of Rs. 20,000/- per annum per fellow will be provided to the University / Institution. After upgradation of JRF into SRF, the stipend will be Rs. 28,000/- + HRA per month.

The initial tenure of SRF/JRF will be 2 years and extension of one more year for SRF/JRF on completion of 2 years or upgradation of JRF into SRF after 2 years may be considered by the Research Council concerned on receipt of Three Members Assessment Committee Report as per proforma given at **Annexure-V**. The Total tenure of JRF+SRF will not be more than 5 years in any case.

Fellowship (SRF/JRF) will be terminated from the date of Ph.D. viva-voce or completion of tenure, whichever is earlier.

The guidelines for utilization of contingent grant is at **Annexure-VII**.

## **GENERAL TERMS AND CONDITIONS FOR RESEARCH FELLOWSHIPS**

### **13. AWARD OF FELLOWSHIP AND RELEASE OF GRANTS**

The Fellowship will be awarded to the selected applicants by a formal letter giving details of the grant and the conditions governing it, under intimation to the University/Institution, which forwarded their applications. The offer shall be availed within two years in case of SRFs/JRFs from the date mentioned in the award letter. The grant money is payable in four instalment (quarterly basis) during the financial year on presentation of claim bill, in triplicate, in prescribed proforma **Annexure-VIII**), duly signed by the Finance Officer/Head of the Institution. The first payment (instalment) will be made after the receipt of the joining report of the fellow along with other necessary documents as mentioned in the award letter, through the Guide duly forwarded by the Executive Authority of the institute in whose favour the grant is to be released. Subsequent annual payments (on quarterly basis) will be made only after receipt of (a) the progress report of the Research Fellow in the prescribed proforma (**Annexure-IX**) for the period ending 31<sup>st</sup> March and previous one year report, (b) utilization certificate (as detailed at **Annexure-X**), and statement of receipt and payment (statement of accounts)( at **Annexure-XI**) incurred during the financial year ending 31<sup>st</sup> March, along with the claim bill for the next financial year from the concerned institution. The sponsor Institution/University may make advance payment as stipend to the fellow and to meet the contingent expenditure on his/her joining the fellowship for subsequent years, which may be adjusted subsequently on receipt of the grants from the Councils for the Fellowship. The unspent amount of earlier payments and Interest Earned by Institutions/Universities on Grants released by Council

concerned for fellowships/associate-ships will be required to be refunded to the Councils at the end of a financial year or has to be adjusted while submitting/making the fresh claims for payment. The accounts should be maintained with detailed information by the grantee Institution for the Research Fellow (**Annexure-XII**). The university/Institution shall be responsible for proper utilization of grant and for rendering the account to the Councils.

#### 14. CONTINGENT GRANT

An annual contingent grant of Rs.20,000/- per fellow per annum is provided to the University/Institution. For less than one year, the contingent grant will be admissible on pro-rata basis. Part of this grant may be utilized in the interest of research work, purchase of books, etc. The unspent balance of contingency grant at the end of a year may be carried forward to the next year, however, the next release of contingency grant will be subject to adjustment of unspent balance of contingency grant of the previous year thereby restricting contingency expenditure to a maximum of Rs 20,000/- in a year. Further, request (claim) for release of contingency grant of the previous financial year(s) will not be entertained. The guidelines for utilization of the contingent grant are given in **Annexure-VII**. The Council concerned will provide Research Fellows Rs.3,000/- (lump sum) extra on submission of Ph.D. thesis in book and e-form.

**Research Contingency Grant-in-Aid:** In addition to the above annual contingency grant to the fellow, the fellow may submit a project proposal through Guide/Supervisor/Principal Investigator forwarded by the Head of the Institution to obtain one time Research Contingency Grant-in-Aid up to Rs.01.00 lakh within 3 months of joining the fellowship which will be examined by the Research Council for any adjudication, if required before consideration for approval.

The University/Institution shall submit the consolidated Utilization Certificate (**Annexure-X**) and Statement of Expenditure (**Annexure-XI**) at the end of each Financial Year failing which grant-in-aid payable for next year will not be released.

#### 15. PROGRESS REPORT

The preparation of annual progress report on the research work done shall be essential part of the Fellow's work. Each Research Fellow shall submit his/her annual research report in the prescribed proforma (**Annexure-IX**) within a period of 15 days after completion of one year tenure to Council concerned (through his/her Guide/Head of the Department. It is essential to give up to-date and full information in the format indicated as **Annexure-IX**. The results should be presented quantitatively in Tables/Figures and discussed in terms of the objectives and conclusions drawn should also be given. Fragmentary reports shall not be entertained. The progress report should be always accompanied by copies of published papers, re-prints and pre-prints of papers accepted for

publication, manuscripts of papers communicated for publication duly acknowledging financial assistance of Research Councils. Non-compliance of norms for submission of annual progress report along with other requisite documents within six months after completion of yearly tenure may result in termination of fellow-ship/ associate-ship. Attendance record must accompany the annual report. The Guide/Head of Department shall bring out in his/her assessment report the share of originality and initiative of the fellow in carrying out the research work. If thesis is submitted for higher degree, this may be reported by the guide of the department to Councils and the result when announced.

## **16. PUBLICATION/PATENT**

(A) **Publication:** The results of Fellow's research work have to be published in standard refereed journals at the discretion of the Guide under intimation to the Council. IT SHOULD BE ENSURED THAT THE ASSISTANCE PROVIDED BY Research Councils is ALWAYS ACKNOWLEDGED IN ALL SUCH PUBLICATIONS. One copy of the published research papers should be sent to Research Council concerned.

(B) **Patent:** The commercial exploitation of the results and ownership of patent rights pertaining to investigations concerning the intellectual work of the research fellows/associates will be as follows: (i) Public funded educational/research institution, to which a fellow is associated, may seek patent right at their own cost and/or commercial exploitation of the results of the investigation concerning the Intellectual work of the fellow and all rights would vest exclusively with the Institution concerned. All matters concerning ownership of IP and its licensing/exploitation would be governed by the IP policy of the concerned institutions. (ii) In case an institution, to which a fellow is associated, is not in a position to seek patent rights and/or commercial exploitation of the results of the investigation concerning the intellectual work of the fellow, Council concerned at its own cost may seek the patent rights and/or commercial exploitation of the results of the intellectual work of the fellow and all rights would vest exclusively with Research Council concerned.

## **17. OBLIGATIONS OF RESEARCH FELLOW**

- i. He/She has to be a full time researcher and submit himself/herself to the disciplinary regulations of the University/ Institute/ Laboratory where he/she is working. Regular attendance of the fellow may be ensured by the department by keeping an attendance register/Biometric attendance.
- ii. In case a fellow decides to appear for competitive examination, he/she would invariably seek permission from the guide and inform Council about it.

- iii. The Research Fellow shall not take any assignment other than related to his/her approved research programme, paid or unpaid. However, if required, the fellow may assist the host institute in its academic work/other activities, as per guidelines of its Ph.D. programme, provided such assignments should not hamper the progress of research work of the fellow.
- iv. Once a Research Fellow accepts the Fellowship and joins, it is incumbent on him/her to continue the research for the normal tenure of the fellowship or for such lesser duration in which the original objectives of the research problem have been achieved.
- v. No Fellow shall discontinue his/her Fellowship without prior approval of Council concerned. In case he/she wishes to discontinue the fellowship prior to completion of the tenure on attainment of original objectives of research, he/she must submit the resignation to COUNCIL CONCERNED through the Guide one month in advance, indicating specific reasons for not continuing the Fellowship. The Fellowship shall cease from the date stipulated in the COUNCIL CONCERNED letter approving the resignation.
- vi. The research Fellow must send a detailed consolidated report of the research work done during the entire period of Fellowship on completion of the tenure/resignation of the Fellowship through the Guide to COUNCIL CONCERNED, in the prescribed proforma (**Annexure-XIII**), within one month.
- vii. During the tenure of the Fellowship, the Fellow shall correspond with council concerned only through the Guide with the approval of the Head of the Institution.
- viii. The Research Fellow shall keep the council concerned informed about his/her getting the higher degree, submission of thesis for Ph.D. and submission/acceptance/publication of any research paper arising out of the research work done during the tenure of the fellowship. He/She must acknowledge the support of council concerned in the publication(s). One copy each of all the research papers published must be sent to council concerned at each stage of publication/ manuscript/reprint.
- ix. **Joining of Fellowship:** The selected candidate in entrance examination has to submit the following:
  - a. The application forms (**Annexure-II/III**) should be sent within 2 years from the date of selection duly sealed and forwarded by the guide to avail the fellowship through the Guide/Principal Investigator and the Head of the Institute where the applicant is working. If employed, a certificate from his/her employer to accept the fellowship should be submitted.

- b. The applicant should not draw any stipend or salary or be in receipt of any other type of financial assistance except leave salary during the fellowship. A certificate to this effect must be furnished by the applicant.
- c. A detailed plan of work (Two copies), for a specific time bound Research project on which proposed Research is to be carried out during the fellowship must be submitted with the application.
- d. The problem to be studied should be well defined. It should relate to particular aspect of a problem and not be of a general nature and should be capable of completion within the fellowship period.
- e. The plan of work must be prepared, as defined in the application form. A Statistician should be consulted for the preparation of the plan of work, where considered necessary.
- f. The Guide under whose guidance the work will be carried out should certify that the research plan has been prepared in consultation with him/her, and in consultation with a Statistician wherever considered necessary, and that he/she has examined the scheme and approves the plan of work and that he/she is willing to guide and direct the research work proposed therein.
- g. The Head of the Institution, where research work will be carried out, must certify that equipment, laboratory and other facilities are available in the Institution for the proposed work and these will be made available to the applicant. It should be noted that no funds shall be provided for the purchase of equipment or non-expendable articles of use. In addition, the Academic Council or equivalent committee of the Institute must recommend the project proposal.
- h. **Joining Report-** After receipt of Joining Report (original copy), mentioning exact date of joining (indicating Forenoon / Afternoon) photo duly signed and seal/rubber stamp of guide and Head of Institute's name, the Research Council releases all funds ONLY to the head of institute (clearly mention to whom funds may be released i.e. Registrar / Director / Dean / Principal /others).
- x. **Ethical Clearance:** All projects involving human beings/animals must be cleared by the Ethics Committee/animal ethical committee of the Institute.
- xi. **CTRI Registration:** It has become mandatory by the Drugs Controller General (India) (DCGI) to get registered all the clinical trials in the Clinical Trials Registry- India (CTRI) (<http://ctri.nic.in/Clinicaltrials/login.php>). Any researcher who plans to conduct a trial involving human participants, of any intervention such as drugs, surgical procedures, preventive measures, lifestyle modifications, devices, educational or behavioural treatment,

rehabilitation strategies as well as trials being conducted in the purview of the Ministry of AYUSH is expected to register the trial in the CTRI before enrolment of the first participant. Trial registration involves public declaration and identification of trial investigators, sponsors, interventions, patient population etc. before the enrolment of the first patient. Submission of Ethics approval and DCGI approval (if applicable) is essential for trial registration in the CTRI. Multi-country trials, where India is a participating country, which have been registered in an international registry, are also expected to be registered in the CTRI. In the CTRI, details of Indian investigators, trial sites, Indian target sample size and date of enrollment are captured. After a trial is registered, trialists are expected to regularly update the trial status or other aspects as the case may be. After a trial is registered, all updates and changes will be recorded and available for public display. Accordingly, the applicant/Guide has to obtain CTRI Registration in all clinical trials and a copy of certificate indicating CTRI No. and date is to be submitted to Research Council.

- xii. Relevant certificates from hostel warden / AO specifying the date of joining hostel facility should be submitted to avail HRA. If residing in a private accommodation, proof of rent paid from the land lord should be submitted.
- xiii. The fellow has to submit timely the annual reports along with UC and Statement of Receipt & Expenditure as per the prescribed standard proforma.
- xiv. The fellow has to submit the following at the end of Ph.D. research work:
  - (a) Thesis
  - (b) Ph.D. Degree (attested copy of Provisional Certificate and attested copy of original Degree after award of Original Degree)

## **18. TEMPORARY TEACHING & RESEARCH JOB**

A Research Fellow on the recommendation of Guide, and provided that his/her University/ Institute has no objection, may be permitted by council concerned to take up temporary paid lectureship/research job in a recognized R&D Institution/University, College/Institute of repute/Recognized R & D Institution in India for a period not exceeding one year during the entire tenure of the Fellowship. The Research Fellow will not be entitled to any extension of the Fellowship for such periods. The Fellow will not be entitled to stipend and contingency grant during such leave. Such leave period will be counted in the tenure. Such leave can be taken only after joining and working as Research Scholar at least for one year. Fellow has to report for duty at the same place from where he/she proceeded on leave.

## **19. LEAVE**

Casual Leave will be admissible according to the rules of the Institution where the Fellow would be placed for work. Leave with stipend not exceeding 30 days for each completed year of tenure may be allowed by the Guide after the request has been communicated to Council concerned. The leave will be treated as part of the Fellow's tenure. In the case of conversion of fellowship to another category leave can be carried forward. The leave due can be carried over to the next year, however not more than 90 days can be accumulated at any time during the tenure. Of this not more than 30 days can be availed in a calendar year with stipend and beyond that any leave will be treated as "Leave Without Stipend". During the first year of Fellowship or any uncompleted year, leave may be granted on pro-rata basis. Sanction of leave without stipend may be considered by Council concerned under special circumstances. In case a Fellow proceeds on leave before expiry of Fellowship tenure, he/she must join back before the expiry of tenure; failing which the tenure will be deemed to have terminated with effect from the date he/she proceeded on leave. The fact of joining back from leave should be communicated to Council concerned immediately. As the Council concerned releases the grant in advance, therefore, the amount on account of "Leave Without Stipend" has to be refunded to Council concerned at the end of a financial year or adjusted against the fresh claim, if any.

- 20.** The Guide can grant leave to a Fellow in his/her charge with the concurrence of the Head of the Institution/Department if the leave is due as prescribed in para 24 above. If leave is not due, such cases will be decided by Council concerned only. The Fellow should not be allowed to proceed on leave to visit abroad for attending conferences/seminars etc. without prior approval of the Council concerned well in advance. The entire duration of such foreign visits if funded by any national/international agency, whether partially or fully, would be treated as leave without stipend.
- 21.1** Women Fellows with less than two surviving children will be entitled for full stipend plus HRA, during the period of absence upto 180 days on grounds of maternity. Such leave shall be sanctioned by the Guide under intimation to Council concerned. The Fellowship amount for leave period will be paid after the fellow resumes duty and submits a medical certificate in support of actual confinement. It is expected that the Fellow will make up for the research work during the remaining tenure.
- 21.2** Male Fellows of Council concerned with less than two surviving children are entitled for 15 days paternity leave during confinement of his wife on submission of relevant documentary proof.

## **22. TRANSFER OF FELLOWSHIP**

The fellow should carefully choose the host institution, guide/supervisor, availability of necessary infrastructural and other research facilities etc. to carry out his/her research before joining. Request for transfer of fellowship will not be entertained except on compelling circumstances for which the fellow & his/her guide should submit proper justification. The No Objection Certificate should be produced by the Fellow from supervisor and Head of Department of University/Institute from where transfer is sought and consent of the Guide/Host Institute where Fellowships is sought to be transferred by giving reasons of transfer. No fellow will be allowed to join another institute without seeking prior approval from Council concerned for "transfer of fellowship" and if he/she joins elsewhere without approval of Council concerned, his/her fellowship may be terminated. Fellowship will stand terminated from the date of resignation. Further, no transfers will be allowed in the last six months of the tenure of fellowships and also after submission of Ph.D. thesis.

## **23. TERMINATION OF FELLOWSHIP**

Senior Research Fellowship will be terminated from the date of viva-voce of Ph.D. or on completion of fellowship tenure, whichever is earlier. The fellowship shall also stand terminated from the date the Fellow resigns and his/her resignation has been accepted by Council concerned. The Fellowship may be terminated by the Council concerned on the recommendation of the Supervisor and Head of the Department/Institution. The fellowship may also be terminated if the institution where it is tenable, refuses to continue to provide facilities to the fellow on disciplinary grounds and so informs Council concerned.

**24.1** If a fellow leaves without permission, stipend due at any time shall not be paid to him/her by the Institution, till all University and other dues are cleared and certified by the University/Institution. Responsibility in such cases shall be that of unspent balance of grant lying with the Institution at any time due to the University/Institution concerned.

**24.2** If a fellow leaves the research work either before submission of Ph.D. thesis or before completion of tenure of fellowship, he has to refund the fellowship amount received so far to the Council concerned within 6 months.

**25.** The termination /resignation/transfer of fellowship of a Fellow/Leave sanctioned without stipend/interest earned on grants released by Council concerned must be refunded immediately by means of a demand draft.

**27.** Research Fellows must settle their claims within one year of leaving the Fellowship. No claim will be admitted by Council concerned after one year of leaving the Fellowship.

**28. ACCOMMODATION / HRA**

All Research Fellows may be allowed hostel accommodation wherever available and those residing in hostel provided by University/Institute will not be eligible for HRA. Reimbursement of hostel fee is not permissible. Where this is not possible, house rent allowance will be allowed as per the rules of the host institutions. In no case it should exceed the rates payable to Central Government Employees in that area. The basis for calculating HRA will be the actual stipend of the Research Fellow. The concerned institution will send HRA claim bill, in triplicate separately in respect of the Fellows who fulfil the requisite conditions of the host institution.

**29. MEDICAL BENEFITS**

**29.1** Further, all Research Fellows may be provided medical facility as per Central /State Government Medical norms. This will be limited to the fellow only and not for his/her family members/dependents.

**29.2** The host institute may get the fellows medically examined at the time of joining or thereafter.

**30. OVERHEAD CHARGES**

**30.1** For maintaining and timely submission of the accounts of grants, the beneficiary University/Institution is entitled to claim from the overhead charges at the following rates.

a) For Research Fellows: Rs.500/- per year per fellow without any ceiling on the total amount.

b) The rates are made applicable from the financial year 2016-17 onwards.

**30.2** The admissibility of the overhead charges shall be subject to the timely submission (within one month) of the following statement/documents to Council concerned:

a) Consolidated list of research fellows working/terminated/ transferred/ resigned in the particular year with their date of termination/transfer/resignation of fellowship.

b) Year-wise information with respect to the Ph.D. degrees awarded to Research Fellows /Ph.D. theses submitted by Research Fellows.

- c) Consolidated utilization certificate (**Annexure-X**) in respect of all the fellows during the financial year in question.
- d) Statement of Receipt & Expenditure (**Annexure-Xi**) of grants head-wise and year-wise. Audited statement by statutory auditors or government auditors may be sent later on.
- e) Details of refunds of unspent balance of terminated Fellowships, transferred Fellowships, scholars who resigned during the year/Leave sanctioned to fellow(s) without Stipend and the Interest Earned on Grants released by Council concerned along with cheque/draft number, date & issuing bank branch etc.
- f) Abstract of claim for overhead charges.

**30.3.** Payment of the overhead charges to the employees maintaining accounts shall be made only on authorization by council concerned and on receipt of the statement/documents mentioned above.

**30.4.** The utilization of overhead charges will be at the discretion of the institute/university.

### **31. DELEGATION OF POWERS TO DIRECTORS**

The Director General/Director of council concerned laboratory/Institute is empowered to extend the tenure of SRF after following the prescribed procedure and eligibility. Director is also empowered to sanction leave (without stipend also), accept resignation etc. Director is also empowered to sanction leave without stipend to fellow/associate proceedings abroad up to the period of one year only. Director of council concerned Laboratory/Institute is also empowered to change the guide of a research fellow. For the fellows enrolled in the Ph.D. programmes under this scheme the request for any of the above (extension/ leave/ change of guide) is to be submitted by the concerned candidate through the guide and head of institution to the director of the concerned council.

### **32. GENERAL**

- (i) The Council concerned may send whenever considered necessary its officers for reviewing the work of the fellows, inspection of accounts, attendance, etc, in Universities/Institutes where the Research Fellows are placed.
- (ii) Any kind of paid or honorary, part-or-full-time employment is not permissible during the tenure of Fellowship.

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