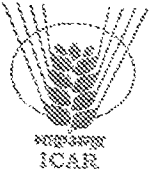


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 ICAR	<p>भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research कृषि अनुसंधान भवन-II, नई दिल्ली-110012 Krishi Anusandhan Bhawan-II, Pusa, New Delhi-110012 शिक्षा विभाग <u>Education Division</u></p>
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F. No. 10-2/2009-A&P(Edn.)

Dated the 13th November, 2009

To


The Director,
Indian Institute of Spices Research,
Post Bag No. 1701, Marikunnu Post,
Calicut - 673 012, Kerala

Subject: Revision of rate of HRA to RA and JRF/SRFs working under various schemes - reg.

Sir,

With reference to your office letter No. F(378)/2009-Estt., dated 28.10.2009 on the subject cited above, it is informed that the HRA to RA/SRF/JRF working under ICAR schemes are to be implemented in accordance with the revised guidelines issued for RA/SRF/JRD vide letter No. 15(01)/2008-HRD(Misc.), dated 21.11.2008 (copy enclosed for ready reference).

Yours faithfully,


(Sujit K. Mitra)
Deputy Secretary

Encl. : As above

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CC AHC, AFACO
AM PIs

MJ
28/11/09
29/11/09

Expens
This may H.R. be kept in
ICAR circulars (intranet).

Oh
21/11/09


04/12



Phones: 011-25843635 (O), Tele Fax: 011-25843551 e-mail: aaghrd@icar.org.in

भारतीय कृषि अनुसंधान परिषद्
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
कृषि अनुसंधान भवन-2, पूसा, नई दिल्ली -110 012
Krishi Anusandhan Bhavan - II, Pusa, New Delhi - 110012

Dr. S.D. SHARMA

ADG (HRD)

F.No. 15(1)/2008-HRD (Misc.)

Dated the 21st November 2008

To


- (i) All Vice-Chancellors, State Agricultural Universities/ AAI-DU/
CAU/ ICAR-DUs/ CUs having faculty of agriculture
- (ii) All Directors, ICAR Institutes

Sub: Revised guidelines for (i) ICAR fellowships for PGS in Agricultural
Sciences
(ii) SRF and RA working in ICAR schemes

Sir,

Please find enclosed herewith the revised guidelines for (i) ICAR fellowships for postgraduate studies in agricultural sciences and (ii) Senior research fellows and research associates working in ICAR schemes as approved by the Governing Body of the ICAR Society in its 211th meeting held on 13th October 2008 for information and necessary action.

Yours faithfully,


(S. D. Sharma)

Encl: As above (4 sheets)

Copy for information to

- (i) All DDGs, ICAR, Addl. Secretary (DARE) and Secretary ICAR,
Addl. Secretary and FA (DARE/ICAR), ND (NAIP)
- (ii) All ADGs, ICAR, Director (P), Director (F), ICAR
- (iii) PPS to DG, ICAR

GUIDELINES FOR ICAR FELLOWSHIPS **FOR POST-GRADUATE STUDIES IN AGRICULTURAL SCIENCES**

1. BACKGROUND

For recognition of talent and promotion of merit in general, and for encouraging talented students to undertake higher agricultural education in particular, the Indian Council of Agricultural Research (herein-after referred to as Council) awards a certain number of Junior and Senior Research Fellowships for post-graduate (PG) studies in different disciplines of agriculture and allied sciences. The number and subjects of study for award of Junior and Senior Research Fellowships are announced from time to time.

2. NOMENCLATURE

Council's Junior Research Fellowships for PG studies will be called "**ICAR-JRF (PGS)**" and the Senior Research Fellowships for PG studies will be called "**ICAR-SRF (PGS)**".

ICAR-JRF (PGS) will be awarded for post-graduate study (course and research work) leading to a Master's degree whereas ICAR-SRF (PGS) will be awarded for post-graduate study (course and research work) leading to a Ph.D. degree.

3. ICAR-JUNIOR RESEARCH FELLOWSHIP FOR POST-GRADUATE STUDIES (ICAR-JRF (PGS))

3.1. METHOD OF AWARD

ICAR-JRF (PGS) will be awarded on the basis of merit in the All India Competitive Entrance Examination for (i) ICAR-JRF (PGS) and (ii) concurrent admission to Master's degree program at State Agricultural Universities (SAUs), Deemed Universities viz. IARI (New Delhi) / IVRI (Izatnagar) / NDRI (Karnal) / CIFE (Mumbai) / AAU (Allahabad), Central Agricultural University (Imphal, Manipur), and Central Universities having faculty of agriculture viz. Banaras Hindu University (BHU), Aligarh Muslim University (AMU), Visva Bharti and Nagaland University, collectively hereinafter referred to as the Agricultural Universities (AUs). The **ICAR-JRF (PGS)** will **NOT** be available for admission in any university other than the AUs as mentioned above.

3.2 ELIGIBILITY

Only those candidates having passed their Bachelor's Degree or appearing at the Final Examination of the Bachelor's Degree in the concerned field, under 10+2+5, 10+2+4 or 10+2+3 (only for basic science subjects) are eligible to apply for admission. (For admission, the eligibility requirement laid down by the respective AUs including remedial courses and tenure will be treated as final.)

Candidates must have obtained 60% marks or Overall Grade Point Average (OGPA) of 6.60/10.00 or 3.25/5.00 or 2.6/4.00 for General, OBC and Under Privileged States(UPS) categories whereas for SC/ST/Physically Handicapped (PH) categories, the candidates must have obtained 55% marks or an OGPA of 5.5/10.00 or 2.75/5.00 or 2.20/4.00. The equivalence of OGPA to percent

marks, where needed, will be certified by the Registrar of the concerned University.

For admission in M.V.Sc., candidates must have completed B.V.Sc.&A.H. with internship before the date of registration in the University.

3.3 AGE LIMIT

Minimum age limit shall be 19 years as on the date of the examination. No relaxation is admissible regarding minimum age limit.

3.4 RESERVATION

Reservation of various categories such as SC/ST/OBC and PH etc. will be given as per Government of India rules/instructions issued from time to time. The responsibility of verification of the genuineness of SC/ST/OBC and PH certificates will solely rest with the concerned Agricultural University (AU) where the candidate has been recommended for admission or granted provisional admission.

3.5 DURATION

Duration of ICAR-JRF (PGS) will be two years and in no case it will be extended beyond the period of two years.

3.6 RATES

The rates of fellowship and contingency grant for higher studies will be as prescribed by the Council from time to time.

4. SENIOR RESEARCH FELLOWSHIP

4.1 METHOD OF AWARD

ICAR-SRF (PGS) will be awarded on the basis of merit obtained in the All India Competitive Examination conducted by the Council and the candidates for award of ICAR-SRF (PGS) would have to secure admission only in the Agricultural Universities (AUs).

4.2 ELIGIBILITY CRITERIA

Candidates having completed their Master's degree program with a minimum of 55% marks or an OGPA of 5.5/10.00 or 2.75/5.00 or 2.20/4.00 or an equivalent OGPA from any recognized University in India and abroad would be eligible. For SC/ST and Physically Handicapped (PH) candidates, the minimum percent of marks will be relaxed by 5 per cent or an equivalent OGPA. The equivalence of OGPA to percent marks, where needed, will be certified by the Registrar of the concerned University. Candidates appearing in the final semester would also be eligible provided they complete their postgraduate degree in all respects by the date of examination and produce the complete degree certificate from the Registrar to this effect.

Fellowship would be granted only when the candidate gets eventually admitted and pursues Ph.D. degree in an Agricultural University(AU) other than the Agricultural University(AU) from where the candidate has completed M.Sc./M.V.Sc./ M.E./M.Tech. degree.

4.3 AGE

The upper age limit would be 30 years as on the date of the examination. For SC/ST & PH categories the upper age limit will be relaxed by 5 years. For OBC the upper age limit will be relaxed by 3 years. For in-service candidates of

Agricultural Universities (AU), the upper age limit would be 45 years as on the date examination whereas, the academic performance requirement would remain as stated above.

4.4 RESERVATION

Reservation of various categories such as SC/ST/OBC and PH etc., will be given as per Government of India rules/instructions issued from time to time. The responsibility of verification of the genuineness of SC/ST/OBC and PH certificates will be of the concerned Agricultural University (AU) where the candidate has obtained admission.

4.5 DURATION

Duration of ICAR-SRF (PGS) will be three years and in no case it will be extended beyond the period of three years.

4.6 RATES

The rates of fellowship and contingency grant for higher studies will be as prescribed by the Council from time to time.

5. OTHER CONDITIONS FOR AWARD OF ICAR-JRF (PGS) and ICAR-SRF (PGS)

5.1 The fellowships will be admissible to persons of Indian nationality as defined in the Constitution of India or persons domiciled in India.

5.2 A fellow will be under the administrative control of the Head of the Agricultural Universities (AUs) where he/she joins. The Head of the Agricultural Universities (AUs) will ensure that all the rules and regulations of Council governing the award of fellowship are strictly adhered to. The fellow will work under a recognized guide on the faculty of Agricultural Universities (AUs).

5.3 The fellowship will take effect from the date the fellow joins the course or the start of academic session for which fellowship has been offered whichever is later.

5.4 The students must take admission for the relevant degree program within a period of one year from the date of issuance of award letter, failing which fellowship shall stand withdrawn automatically.

5.5 Fellows will not be paid their fellowship during the period of strike or during the period the fellow remains on conduct probation or the day fellow does not attend the class or student seminar in the department/division.

5.6 A fellow will not be allowed to avail of any other fellowship/scholarship during the tenure of fellowship of the Council. In case a candidate is already receiving any other fellowship or scholarship, it will be surrendered by him before accepting the fellowship of the Council.

5.7 Funds will normally be paid to the Head of the Institute/AU in advance for the first year after the issue of sanction for fellowship. The payment of fellowship for subsequent years will be made on receipt of (a) a demand for funds from the Head of the Institute/AU and (b) a certificate in the prescribed form from the Guide of the candidate, duly approved by the Head of the Institute/AU that the progress of the candidate is satisfactory with respect to the time schedule and maintenance of required OGPA as per eligibility of the fellowship at the end of each year of the study. No renewal application would be entertained by the Council if the required OGPA has not been maintained.

6. TERMINATION OF FELLOWSHIP

6.1 The fellowship will be terminated without notice

6.1.1 On the date the fellow ceases to be on the rolls of the Agricultural University.

6.1.2 On the date the sanction of the fellowship expires.

6.1.3 If the fellow leaves the institution where the fellowship was offered.

6.1.3 If a fellow is dropped by the institute due to poor performance

6.1.5 If at any time in the opinion of the Agricultural University (AU) a fellow is found to be negligent in his studies, does not devote full time for studies and research, progress report is unsatisfactory or is guilty of unbecoming conduct.

6.1.6 If a fellow does not complete or leaves his studies before the expiry of sanctioned tenure of the fellowship the guide should immediately report such cases and no fellowship should be paid thereafter.

6.1.7 As per provisions of 5.4 of the guideline.

6.2 All the candidates awarded ICAR-JRF (PGS)/ ICAR-SRF (PGS) will have to execute a surety bond of appropriate amount as per the instructions of the Council from time to time, at the time of registration in the respective University to ensure completion of the program undertaken with fellowship support.

6.3 A fellow shall not leave the course before its completion without prior approval of the Council and ensuring that the required obligations under surety bond are fulfilled. If any fellow leaves without permission he shall not be paid any fellowship amount due to him from the date of leaving. No fellowship amount will be paid if fellow leaves within six months of joining the course.

6.4 Fellow will submit a soft copy of the thesis on Compact Disk (CD) to the Council within three months of the completion of his studies. The result of submission of thesis will be intimated to the Council in due course by the Head of the Agricultural Universities.

6.5 The receipt of financial assistance from the Council should be suitably acknowledged by the fellow in the thesis / research papers

6.6 ICAR will have the intellectual property rights/proprietary right on research outputs of the ICAR-JRF (PGS) and ICAR-SRF (PGS) made during the period of working in the ICAR as per the provisions of "ICAR Guidelines for Intellectual Property Management and Technology Transfer/ Commercialization" *mutatis mutandis*. However, in case the candidate has done some research work, his/her name can accordingly be acknowledged/ included appropriately in the research paper(s) as solely decided by the Guide. No right in this regard can be claimed.

7. LEAVE

ICAR-JRF(PGS)/ICAR-SRF (PGS) will be governed by the extant rules of the concerned AU as applicable to the other students.

GUIDELINES FOR SENIOR RESEARCH FELLOWS AND RESEARCH ASSOCIATES WORKING IN THE ICAR SCHEMES

1. BACKGROUND

In order to address the emerging challenges of agricultural research and education, the ICAR supports specific time-bound schemes/projects. The schemes/projects generally have provisions for time-bound/non-regular/ contractual engagement of manpower, contingencies and limited need-based travelling allowance (TA), besides other specifically needed provisions for a particular scheme/project. In supersession of all previous guidelines, the following guidelines are formulated to regulate all aspects relating to engagement, emoluments and terms and conditions of Senior Research Fellows and Research Associates working in ICAR schemes.

2. NOMENCLATURE

The human resource engaged will be called "**ICAR-SRF/RA Working in the ICAR Schemes**" and will stand apart from engagement in all other schemes.

3. ELIGIBILITY

RESEARCH ASSOCIATES (RAs)

3.1. With Doctoral degree: Ph.D. degree in the relevant subject.

3.2. With Master's Degree : Master's degree in the relevant subject with 1st Division or 60% marks or equivalent overall grade point average with at least two years of research experience as evidenced from Fellowship/ Associateship / Training/ other engagements. Published research papers will be desirable.

SENIOR RESEARCH FELLOW (SRF)

Master's degree in the relevant subject.

4. NATURE OF MANPOWER ENGAGEMENT

The manpower may comprise of two categories viz. the Senior Research Fellows (SRFs) and Research Associates (RAs). The manpower engaged/working in the Schemes shall be on time-bound and contractual engagement of non-regular nature for specified duration not exceeding the duration of the scheme. The co-terminus nature of the engagement will be the over-riding principle. Notwithstanding the duration of the scheme(s), engagement of SRFs/RAs can be discontinued owing to administrative reasons at any time by issue of one month's notice or one month's emoluments in lieu thereof. The SRFs/RAs may also leave the assignment, on their own volition, by giving one month's notice. At the end of the contracted period, the SRFs/ RAs will have no right to claim any employment or engagement in the ICAR.

applicable to these engagements. The selection will be made on co-terminus basis of the respective scheme not exceeding the duration/period or a part of the period of the scheme. The SRFs/RAs who have earlier worked in the ICAR schemes may be given preference for engagement subject to their suitability.

The candidates called for the interview will not be entitled for any TA/DA/fare etc.

The competent authority may decide the mode of interview, which may include walk-in or telephonic interview.

6. SELECTION COMMITTEE

Chairman - P.I (or Co-PI, duly authorized by the P.I., in his absence)/National Professor for his scheme/National Fellow for his stand-alone scheme.

Members - Three

- (i) One member – nominee of the Vice-Chancellor (VC) of the Agricultural University (AU)/ nominee of the Director of the Institute/Head of the Regional Station
- (ii) One member – Principal Scientist/ Professor/equivalent position from a Division, other than the one in which the scheme is mainly operating as nominated by the VC of the AU/Director of the Institute.
- (iii) One external member – A Principal Scientist/Professor/ equivalent position of the related discipline from any other sister institute/preferably ICAR institute as nominated by the VC of the AU/Director of the Institute.

Member Secretary - Registrar/Deputy Registrar of the SAU or Chief AO/Sr.AO/ AO/AAO of the concerned Institute/ Division as nominated by the VC of the AU/Director of the Institute.

7. AGE

The Upper age limit for SRFs/RAs will be as under:

For SRF - 35 years for men
- 40 years for women

For RAs - 40 years for men
- 45 years for women

The selected candidates will be medically examined and an engagement offer will be issued which will be followed by the joining report copies of which may be sent to the concerned Drawing & Disbursing Officer (DDO), Finance & Accounts Officer and the Nodal/Controlling Officer of the Scheme such as Assistant Director General (ADG) concerned. The fee for medical examination will be reimbursed by the Institute /SAU concerned.

8. DISCIPLINE

Since the SRFs/ RAs working in the Schemes may handle sophisticated equipments, research materials etc., they are required to show satisfactory

discipline or failure to perform the duties assigned will make the SRFs/RAs liable for termination.

9. **EMOLUMENTS**

The rates of monthly emoluments will be as prescribed by the Council from time to time. SRFs/ RAs who have not been provided hostel accommodation or concessional accommodation by the Institute/ AU will be entitled to a house rent allowance, to be determined by the Council/ AU which in no case would exceed the rates payable to central government employees in the area. In addition, SRFs/RAs will be charged hostel charges as per the norms/rules of the Institute. The reimbursement of hostel fee is not admissible.

10. **TA/DA ON TOUR**

If the exigencies of the work demands and if there is sufficient budget provision under the scheme, the SRFs/RAs may be deputed on tour by the PI concerned. During the tour, the SRFs/RAs may travel in any class not exceeding AC-2 tier in railways or equivalent.

11. **REIMBURSEMENT OF CONVEYANCE CHARGES**

If SRFs/RAs are sent on duty where reimbursement of conveyance charge is admissible, they will be entitled for reimbursement of conveyance charges as per the rules of the Institute/AU.

12. **LEAVE**

- (i) Since the SRFs/RAs do not have status of regular employees they are not entitled for any regular leave.
- (ii) SRFs/RAs are allowed to avail Casual Leave(CL) and Restricted Holidays as per rules of the Govt. of India/ICAR /AU concerned and as issued from time to time. In addition to the above, the casual leave of special nature (not to be construed as special casual leave for regular employees), not exceeding 10 days in a year, may also be allowed to meet unforeseen circumstances.
- (iii) Maternity/paternity leave as admissible to the employees of the Council/AU/Institute is permissible to all categories of SRFs/RAs if the conditions prescribed for allowing Maternity/Paternity Leave are fulfilled.
- (iv) In addition to the CL and RH, the SRFs/RAs may also be allowed compensatory leave in lieu of the duty assigned by the P.I. for and performed on holidays. The compensatory leave can be accumulated only upto 15 days at a time and the fellow can be allowed to avail the same within 3 months subject to the conditions that the leave sanctioned at one time should not exceed 10 days.

13. **MEDICAL BENEFITS**

- (i) SRFs/RAs may be allowed to have treatment in the Institute's/AU's dispensary.
-

- (iii) In case of any emergency during office hours, the SRFs/RAs may be taken to the nearest Government hospital at the Institute's cost. Expenses in this regard may be borne by the Institute concerned as per Institute's overall contingency funds.

14. INCOME TAX

The concerned authority of the Institute/AU would be responsible for deduction of tax at source as applicable.

15. OTHER CONDITIONS

- (i) The SRFs/RAs will be under the administrative control of the concerned PI/Head of the Institute.
- (ii) The engagement/fellowship will stand terminated on completion of the tenure of the scheme or on the date stated in the sanction order of the scheme whichever is earlier whether so communicated formally on individual basis or not.
- (iii) If any SRF/RA leaves his/her assignment without permission for one month, he/she will stand terminated from the date of his/her absence.
- (iv) Since SRFs/RAs are engaged for the Scheme work full time, the SRFs/RAs will not be allowed to do any other work or to accept or hold another appointment with or without remuneration elsewhere.
- (v) ICAR will have the intellectual property rights/proprietary right on research outputs of the SRF/RA made during the period of working in the ICAR as per the provisions of "ICAR Guidelines for Intellectual Property Management and Technology Transfer/Commercialization" *mutatis mutandis*. However, in case the SRF/RA has done some research work, his/her name can accordingly be acknowledged/included appropriately in the research paper(s) as solely decided by the P.I. No right in this regard can be claimed.
- (vi) The SRFs/ RAs shall have no legal right to claim his/her regularization/ appointment by absorption or otherwise against any regular posts or any further contractual engagement on termination of the scheme/project. The engagement in the scheme is purely time-bound, non-regular and on co-terminus basis with the scheme. The services of the incumbent shall stand terminated automatically on expiry of the period given in the sanction.
- (vii) The SRFs/RAs may be deputed by the PI to attend symposia/seminars/conferences/workshop etc., in India.
- (viii) SRFs/RAs are full time workers and are required to adhere to the administrative, financial and disciplinary regulations of University/Institute where the incumbent is working. Regular attendance of the SRFs/RAs may be ensured by the concerned Institute/PI by keeping an attendance register.
- (ix) The SRFs/RAs shall settle their claims within one year and in no case after the final settlement of the accounts of the scheme.

17. AMENDMENT/REVISION OF THE GUIDELINES

The Council may modify, add, delete and/or amend/change the above guidelines/rules with the approval of the Governing Body.



INDIAN COUNCIL OF AGRICULTURAL RESEARCH
Krishi Anusandhan Bhavan - II, Pusa
New Delhi - 110 012

gsh
Dated: 27th April, 2009

F.No. 15 (1) / 2008 - HRD (Misc.)

To,

- (i) All Vice-Chancellors, State Universities/AAI - DU/ CAU/ICAR-
DUs/ CUs having faculty of agriculture
- (ii) All Directors, ICAR Institutes

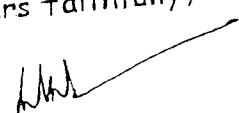
Sub : Revised guidelines for SRF and RA working in ICAR schemes.

Sir,

With reference to the letter no. 15 (1)/2008- HRD (Misc.) dated 21st November, 2008, the D.G., ICAR has approved for the following incorporation in Para 7 (Age) of the Revised Guidelines on "SRF and RA working in ICAR schemes". Accordingly, the Guidelines issued by the above said letter stands partially modified to this effect.

"3% vacancies of Senior Research Fellow (SRF) and Research Associates (RA) working in such ICAR funded schemes that continue for a long duration i.e., 3 years or more will be reserved for persons with disabilities with benefits of age relaxation etc. in accordance with DOPT's O.M. No. 36035/3/2004-Estt.(Res.) dated 29.12.2005."

Yours faithfully,


(S.K. MITRA)
DEPUTY SECRETARY (EDN.)

Copy for information to:

1. All DDGs, ICAR, Addl. Secretary (DARE) and Secretary ICAR, Addl. Secretary and FA (DARE/ICAR), ND (INAIP).
2. All ADGs, ICAR, Director (P), Director (F), ICAR.
3. PPS to DG, ICAR