

Proceedings of the 33rd Meeting of the Senate

The 33rd meeting of the Senate of the Academy of Scientific and Innovative Research (AcSIR) was held on August 28, 2024 at 3:00 p.m. in virtual mode through MS Teams. The meeting was attended by the following members:

| Sl. | Name | |
|-----|-------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 1 | Prof. Manoj Kumar Dhar, <i>Director, AcSIR</i> | Chairperson |
| 2 | Prof. Ajay Dhar, <i>Associate Director, AcSIR</i> | Member |
| 3 | Prof. R.N.K. Bamezai, <i>Former Professor & Dean, JNU & VC, SMVDU, Katra (Science)</i> | Member |
| 4 | Prof. Sanjay Mittal, <i>Professor, IIT Kanpur (Engineering)</i> | Member |
| 5 | Prof. Anil K. Gupta, <i>Visiting Faculty, IIM, Ahmedabad (Social Sciences)</i> | Member |
| 6 | Prof. K.R. Prasad, <i>Indian Institute of Science (Chemical Sciences)</i> | Member |
| 7 | Prof. Sanjay Puri, <i>Jawaharlal Nehru University (Physical Sciences)</i> | Member |
| 8 | Prof. H.K. Sardana, <i>Indian Institute of Information Technology, Raichur (Engineering Sciences)</i> | Member |
| 9 | Prof. Geeta Sumbali, <i>Former Professor & Dean, Life Sciences, University of Jammu (Biological Sciences)</i> | Member |
| 10 | Prof. Sunil Kumar Singh, <i>Director, CSIR-NIO, Goa</i> | Member |
| 11 | Prof. Manoranjan Parida, <i>Director, CSIR-CRRI, New Delhi</i> | Member |
| 12 | Prof. Ajit K. Shasany, <i>Director, CSIR-NBRI, Lucknow</i> | Member |
| 13 | Prof. Chetan J. Gadgil, <i>Dean, Faculty of Engineering Sciences</i> | Member |
| 14 | Prof. Aniruddha P. Sane, <i>Dean, Faculty of Biological Sciences & Agricultural Sciences</i> | Member |
| 15 | Prof. Chada Raji Reddy, <i>Dean, Faculty of Chemical Sciences</i> | Member |
| 16 | Prof. Sanjay R. Dhakate, <i>Dean, Faculty of Physical Sciences</i> | Member |
| 17 | Dr. Neerja Garg, <i>Dean, Faculty of Mathematical & Information Sciences</i> | Member |
| 18 | Prof. Ram Kumar Sharma, <i>Associate Dean, Faculty of Biological Sciences & Agricultural Sciences</i> | Member |
| 19 | Prof. Raju Khan, <i>Associate Dean, Dean, Faculty of Chemical Sciences</i> | Member |
| 20 | Prof. Dipankar Chatterjee, <i>Associate Dean, Faculty of Engineering Sciences</i> | Member |
| 21 | Dr. Rudraswami N. G., <i>Associate Dean, Faculty of Physical Sciences</i> | Member |
| 22 | Prof. Neeru Saini, <i>Associate Dean, Faculty of Medical Research</i> | Member |
| 23 | Dr. Dipyaman Ganguly, <i>CSIR-IICB, Kolkata</i> | Member |
| 24 | Dr. Indu Elizabeth, <i>CSIR-NAL, Bengaluru</i> | Member |
| - | Ms. Arpita Sengupta, <i>Sr. Manager, AcSIR</i> | <i>Non-Member Secretary</i> |

* The member attending the meeting through electronic media could participate in the discussion and deliberations of the meeting with full clarity.

Prof. Anup Anvikar, Dean, Faculty of Medical Research, AcSIR; Dr. Ashwani Kumar, CSIR-IMTECH, Chandigarh; Dr. Harsha Bajaj, CSIR-NIIST, Thiruvananthapuram, could not attend the meeting due to their prior engagements.

The quorum of the meeting was complete.

INITIATION OF THE MEETING

Item No. 1: Welcome address and update on major activities by the Chairperson, Senate

Prof. Manoj Kumar Dhar, Chairperson, Senate, AcSIR extended a warm welcome to all the Senate members and he briefly updated the Senate on the various activities of AcSIR, since the 32nd meeting of the Senate held on May 10, 2024, as follows:

- **Admission Updates:** The admission process for the August 2024 session concluded successfully, with 977 candidates confirming their admission. The members were also informed that admission process for the January 2025 session has already started.
- **Ph.D. degrees awarded:** 473 PhD degrees were awarded since January 2024, indicating a strong academic output and that a record number of Ph.D. degrees are expected to be awarded this year.
- **NIRF Ranking:** AcSIR got 11th rank in the National Institutional Ranking Framework (NIRF) for the year 2024 under 'Research Institutions' category, which is a one -step jump since last year's rank of 12th. This improvement reflects the productive research output of the faculty members, and research scholars at various AcSIR affiliated Research Institutes and also slight improvement in perception. Prof. Dhar emphasized the need of continuously working on further improving perception of AcSIR. Some of the steps in this direction include; selections of thesis examiners from prestigious Institutions/Universities spread across the country, holding of Students Research Conferences/Fests, publication of magazine, Bravura, establishment of Science Clubs in affiliated Research Centres, Strong social media presence, admission advertisement in all parts of the country through newspapers, etc. Besides, he laid emphasis on enhancing the quality of PhD thesis through cross-disciplinary research.

He added that AcSIR aims to break into the top five research institutions, despite being relatively young at 12 years old compared to other institutions which are decades old.

- **International Collaborations:** Progress is being made on Agreements with international universities, including the University of Melbourne, Australia and National Institute of Advanced Industrial Science and Technology (AIST), Japan.
- **Software Development:** A new software, ScholarOne, is nearing completion and will streamline the evaluation of Ph.D. Theses, improving efficiency in administrative processes.

After these introductory remarks, the agenda items were presented by the Secretary.

Item No. 2: Confirmation of the Proceedings of the 32nd meeting of the Senate: The Senate confirmed the proceedings of the 32nd meeting of the Senate, held on May 10, 2024.

Item No. 3: Action Taken Report (ATR) on the 32nd Meeting of the Senate: The Senate was updated about the actions taken with respect to the decisions of the 32nd meeting of the Senate. Members were also updated about the extent of completion / progress of tasks in this regard.

FOR INFORMATION OF SENATE

Item No. 4: Recruitment for the positions of Manager and Senior Manager, AcSIR: The Senate took note of the recruitment and joining of Mr. Ashwini Mishra, Senior Manager and Ms. Aarti Katoch and Ms. Swati Shrivastava as Manager on June 07, 2024.

Item No. 5: Extension of tenure of Associate Director, Student Affairs, AcSIR: The Senate took note of the one-year extension in the tenure of Prof. Ajay Dhar, Associate Director (Student Affairs), granted by the Chairman, BoG, on the recommendation of the Director, AcSIR, on the existing terms and conditions of employment.

ITEMS FOR RATIFICATION

Item No. 6: PhD Students availing Academic Break: The Senate ratified the approvals accorded by the Chairperson, Senate to the following students availing one-time Academic Break, as per the details given against each name:

| Lab | Student Name | Faculty | Registration No. | Academic Break From | Academic Break Upto |
|-------------|----------------------------|---------------------|------------------|---------------------|-------------------------------------|
| CSIR-CSMCRI | Udata Kanchan Siddhaprasad | Biological Sciences | 10BB22A16006 | 01.04.2024 | 31.03.2026 |
| CSIR-IHBT | Manisha | Chemical Sciences | 10CC19A33033 | 05.02.2024 | 18.04.2024 extended upto 11.07.2024 |
| CSIR-NPL | Anshul Singh | Physical Sciences | 10PP19A32024 | 09.11.2023 | 08.05.2024 extended upto 06.07.2025 |
| CSIR-NPL | Puja Sihag | Physical Sciences | 10CC22A32001 | 14.06.2024 | 13.06.2026 |
| CSIR-CSIO | Pranshu | Physical Sciences | 10PP20J15003 | 01.06.2024 | 31.05.2025 |
| CSIR-NCL | Hrushikesh Malshikare | Chemical Sciences | 10CC20A26031 | 28.06.2024 | 27.09.2024 |
| CSIR-CFTRI | Suman Kumari | Biological Sciences | 50BB23A08021 | 01.07.2024 | 03.06.2025 |
| CSIR-IICT | Nenavath Swathi | Chemical Sciences | 10CC22J1017 | 19.07.2024 | 18.07.2025 |
| CSIR-NIIST | Amrutham Linet | Chemical Sciences | 10CC19A39020 | 13.08.2024 | 12.06.2025 |

Item No. 7: Inter-Institutional Transfer of AcSIR PhD students: The Senate ratified the approval accorded by the Chairperson, Senate on inter-institutional transfers of the following students:

| Name of the Student | Faculty | Enrolment No. | CSIR Lab | | Revised Enrollment No. |
|---------------------------|---------------------|---------------|-----------|------------|------------------------|
| | | | From | To | |
| Kirti Pandey | Biological Sciences | 10BB23J25003 | CSIR-NBRI | CSIR-IHBT | 10BB23J33023 |
| More Shivprasad Panditrao | Physical Sciences | 10PP21J28016 | CSIR-NGRI | CSIR-NEIST | 10PP21J38006 |

Item No. 8: Change of students' enrolment in PhD program from Regular to "Exemptions from Physical Presence" after successful completion of PTOC: The Senate ratified the grant of exemption by the Chairman, Senate from Physical Presence at the AcSIR Academic Centre/R&D Institute of work after completion of all academic requirements, including Open Colloquium for the following students:

| Student Name | Registration No. | Lab | Faculty | Date of PTOC | Effective Date | Approval of Chairman, Senate |
|-------------------------|------------------|-----------|----------------------|--------------|----------------|------------------------------|
| Ajithabh K S | 10PP19A28014 | CSIR-NGRI | Physical Sciences | 15.04.2024 | 30.04.2024 | 24.04.2024 |
| Swati Raghunath Dilwale | 10CC19J26030 | CSIR-NCL | Chemical Sciences | 14.04.2024 | 10.06.2024 | 06.06.2024 |
| Neha Thakur | 20EE19J15015 | CSIR-CSIO | Engineering Sciences | 03.06.2024 | 07.07.2024 | 26.07.02024 |
| Puneet Kumar | 10CC20J37030 | CSIR-IIIM | Chemical Sciences | 16.07.2024 | 12.07.2024 | 21.08.2024 |

Item No. 9: PhD students permitted to go abroad for research work in foreign Labs: The Senate ratified the approval granted by the Chairperson, Senate to PhD students, for availing fellowships in foreign Labs, as detailed under:

| Student Name | Enrollment No. | Institute | Fellowship | Location and Period of visit |
|------------------|----------------|-----------|--------------------------------------------|--------------------------------------------------|
| Kalyani Sivan | 10PP19A29010 | CSIR-NIO | DAAD fellowship | Germany (01.10.2024 to 01.05.2025) |
| Suraj Kumar Sahu | 10PP22J64008 | DST-BSIP | SERB Overseas Visiting Doctoral Fellowship | University of Alberta (03.09.2024 to 31.08.2025) |

Item No. 10: Re-registration of PhD students of August 2018 batch: The Senate ratified the approval granted by the Chairperson, Senate for re-registration to the students belonging to the August 2018 session, as detailed under:

| PhD Enrolment Batch | Deadline of thesis submission by completion of 6 Years | No. of re-registered students |
|---------------------|--------------------------------------------------------|-------------------------------|
| August 2018 | August 07, 2024 | 120 students |

Item No. 11: Inclusion of Co-supervisors from non-affiliated institutes for AcSIR PhD students: The Senate ratified the approval accorded by the Chairperson, Senate for inclusion of Co-Supervisors for the following AcSIR students, from non-affiliated Institutes of AcSIR, as detailed below:

| Student Name | Enrollment No. | CSIR Lab | AcSIR Supervisor | Inclusion of Co-supervisor |
|------------------------|----------------|------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Vijay K Kanaujia | 20EE22A14003 | CSIR-CRRI | Dr. G Bharat | Prof. Nikhil Saboo, Asst. Prof. IIT Roorkee |
| Animesh Ghosh | 20EE23A12026 | CSIR-CMERI | Dr. Sambhunath Nandy | Prof. Jayati Dey, Associate Professor, NIT Durgapur |
| Roshan Kumar | 20EE23J31002 | CSIR-NML | Dr. Anshu J Kailath | Prof. Vikas Jindal, Associate Professor, IIT (BHU), Varanasi |
| Monalisa Pal | 20EE23J12001 | CSIR-CMERI | Dr. Umesh Shrikrishna Patkar | Prof. Tapas Mondal, Associate Professor, Dr. B C Roy Engineering College, Durgapur |
| Subhasish Chowdhury | 10MM21A12002 | CSIR-CMERI | Dr. Swarup Kumar Laha | Prof. Prosenjit Kundu, Assistant Professor, Dhirubhai Ambani Institute of Information and Communication Technology, Gujarat |
| Pankaj Kulurkar | 10BB23J27003 | CSIR-NEERI | Dr. Sadanand Sontakke | Prof. B Srimuruganandam, Professor, VIT Vellore |
| Sudeshna Das | 32EE23A12005 | CSIR-CMERI | Dr. Mohd. Afroz Akhtar | Prof. Jagar Jyoti Rath, Assistant Professor, IITRAM, Ahmedabad |
| Gayatri Devi | 20EE22A01004 | CSIR-CBRI | Dr. Naval Kishor | Prof. P. Sumathi, Professor, IIT, Roorkee |
| Snehasis Behera | 20EE21A36004 | CSIR-IMMT | Dr. Kali Sanjay | Prof. Alok Satapathy, Professor, NIT, Rourkela |
| Praveen Raj R S | 20EE23A39002 | CSIR-NIIST | Dr. S Ananthakumar | Prof. K B Radhakrishnan, Professor, Chitra Thirunal College of Engineering, Thiruvananthapuram |
| Asis Sethi | 10CC19A05004 | CSIR-CECRI | Dr. Vishal Mahesh Dhavale | Prof. Pradip Pachfule, Assistant Professor, S N Bose National Centre for Basic Sciences, Kolkata |
| Sharda Sarvajit Prasad | 10BB24J77022 | ICMR-NIV | Dr. Virendra K Meena | Dr. Ashok Giri, CSIR-NCL, Pune |
| Vijaya Bhaskara GS | 20EE23A41001 | CSIR-SERC | Dr. M. B. Anop | Dr. V. Vasugi, Professor, Vellore Institute of Technology, Chennai |
| Abhishek Kumar | 20EE23A41002 | CSIR-SERC | Dr. S. Parivallal | Dr. S. Natarajan, Professor, IIT, Madras |
| Farvaze Ahmed AK | 20EE23A41004 | CSIR-SERC | Dr. S. Bhaskar | Dr. P. Gajalakshmi, Professor, B S Abdur Rahman Crescent Institute of Science & Technology, Chennai |
| Ramesh Kumar V | 20EE23A41006 | CSIR-SERC | Dr. Amar Prakash | Dr. N. Uma Maheshwari, Professor, SRM Institute of Science & Technology, Chennai |
| Ranaditya Haldar | 20EE22A12018 | CSIR-CMERI | Dr. Dilpreet Singh | Dr. Vishal Srivastava, Associate Professor, Thapar Institute of Engineering & Technology |
| Rekha Chauhan | 10CC24J19008 | CSIR-IIP | Dr. Aarti | Dr. Vibha Kumar, Associate Professor, Sridev Suman Uttarakhand University |
| Arshad Hussain | 32EE21A26007 | CSIR-NCL | Dr. Amol Kulkarni | Dr. Uday R Bapat, President-Research (Atul Ltd) |
| Sayantana Das | 20EE24J12017 | CSIR-CMERI | Dr. Nilrudra Mandal | Dr. Anup K Keshi, Associate Professor, IIT Patna |

| Student Name | Enrollment No. | CSIR Lab | AcSIR Supervisor | Inclusion of Co-supervisor |
|-----------------|----------------|------------|-------------------------|------------------------------------------------------------------------------------|
| Shreya Adhvaryu | 20EE22A12012 | CSIR-CMERI | Dr. Kalyan Kumar Mistry | Dr. Parimal Acharjee, Professor, NIT Durgapur |
| Soumendu Pain | 20EE23A12025 | CSIR-CMERI | Dr. Umesh S Patkar | Prof. Tapas Mondal, Associate Professor, Dr. B C Roy Engineering College, Durgapur |

Item No. 12: Conversion of studentship from regular to sponsored category: The Senate ratified conversion of PhD registration from Regular to Sponsored category, as approved by the Chairperson, Senate, for the following students:

| Student's Name | Enrollment No. | CSIR Lab |
|----------------|----------------|------------------------|
| Jiten Deuri | 10PP19A36013 | CSIR-IMMT, Bhubaneswar |
| Priyanka Nayak | 10PP22A36007 | CSIR-IMMT, Bhubaneswar |
| Raghul M R | 10MM21J42002 | CSIR-NIScPR, New Delhi |
| Subrat Rout | 10CC20A36008 | CSIR-IMMT, Bhubaneswar |
| Rahul Kumar | 10BB18A25018 | CSIR-NBRI, Lucknow |
| Ragib Hussain | 10BB19J25009 | CSIR-NBRI, Lucknow |
| Sreekuttan S | 10PP22A29020 | CSIR-NIO, Goa |

Item No. 13: Student Selection for PhD programs of AcSIR for August 2024 sessions: The Senate ratified the admission proceedings for the PhD program for the August 2024 academic session, as detailed below:

| Sl. No. | Faculty | Students selected |
|--------------|-------------------------------------|-------------------|
| 1. | Biological Sciences | 544 |
| 2. | Chemical Sciences | 352 |
| 3. | Physical Sciences | 183 |
| 4. | Mathematical & Information Sciences | 21 |
| 5. | Agricultural Sciences | 7 |
| 6. | Medical Research | 164 |
| 7. | Engineering Sciences | 128 |
| 8. | IDDP (Engineering) | 61 |
| TOTAL | | 1460 |

Item No. 14: Student selection for MTech programs of AcSIR for August 2024 session: The Senate ratified the selection of 20 students (9 at CSIR-CMERI, 6 at CSIR-NCL and 5 at CSIR-CSIO, Chandigarh) for the August 2024 session, as approved by the Chairperson, Senate.

Item No. 15: Student selection for Integrated MSc-PhD program in ‘Clinical Research’ for August 2024

session: The Senate took note of the selection of 14 students for the Masters’ in ‘Clinical Research’ program at IIPH/PHFI, New Delhi for August 2024 session. It further took note that IIPH-Hyderabad did not participate in the M.Sc in ‘Health Informatics’ program during this session.

Item No. 16: Student selection for MSc program in Food Technology at CSIR-CFTRI for August 2024

session: The Senate took note of the selection of 30 students at CSIR-CFTRI for the August 2024 session and joining of 29 students.

Item No. 17: Student selection for MSc program in (i) ‘Wildlife Sciences’ and (ii) ‘Freshwater Ecology and Conservation’ at Wildlife Institute of India (WII), Dehradun for August 2024 session: The Senate took note of the selection of 19 students for the M.Sc. in ‘Wildlife Sciences’ and 17 students for the Master’s in ‘Freshwater Ecology & Conservation’ for the August 2024 session at WII, Dehradun.

Item No. 18: Student selection for Masters in Public Health program at IIPH Delhi for August 2024

session: The Senate took note of the selection of 47 students for Masters in Public Health (MPH) at PHFI/IIPH New Delhi for the August 2024 session. Further, the Senate took note that the selection procedure for the MPH program at Max Society of Medical Academics Innovation and Research, New Delhi is ongoing, and will be reported at the next meeting of the Senate.

Item No. 19: Student selection for Post Graduate Diploma programs for August 2024 session in (i)

Patinformatics at CSIR-URDIP; (ii) Advanced Manufacturing Technology at CSIR-CMERI: The Senate took note of the selection of 12 students at CSIR-URDIP for the PG Diploma in Patinformatics, (out of which 11 students have joined) and selection of 05 students for the Advanced Manufacturing Technology (PGDAMT) at CSIRR-CMERI (of which, none has joined the program).

Item No. 20: Results and award of PhD Degrees in Science and Engineering: The Senate ratified the results of 216 students (since the 32nd meeting held on May 10, 2024) who have completed all the academic requirements for the award of PhD degree, upto August 23, 2024.

The Senate noted that since inception, 4571 PhD degrees have been awarded by AcSIR (till August 23, 2024).

Item No. 21: Results and award of MTech Degrees: The Senate ratified the results of **07 students** (CSIR-CMERI - 5 and CSIR-NCL -2) for the award of M.Tech degrees for the August 2022-2024 session.

Item No. 22: Results and award of Masters’ Degrees: The Senate ratified the results of the following programs for the award of Masters’ Degrees for the 2022-2024 batch:

- (i) Integrated MSc-PhD program in 'Clinical Research' at IIPH/PHFI, Delhi: MSc degrees to 07 students;
- (ii) MSc Program in 'Food Technology' at CSIR-CFTRI, Mysuru: MSc degrees to 31 students;
- (iii) Master of Public Health at IIPH/PHFI, Delhi and MSMAIR, New Delhi: MPH degrees to 48 students at IIPH/PHFI, Delhi and to 09 students at Max Society of Medical Academics Innovation and Research (MSMAIR), New Delhi;
- (iv) MSc Program in 'Wildlife Sciences' at Wildlife Institute of India, Dehradun: MSc degrees to 20 students

Item No. 23: Results and award of Post Graduate Diploma in Patinformatics at CSIR-URDIP: The Senate ratified the results of 06 students of the PG Diploma in Patinformatics at CSIR-URDIP, for the 2023-2024 batch.

Item No. 24: Course related items: New and Modifications: The Senate ratified the proposals for the introduction of new courses and modification of existing courses, as approved by the Chairperson, Senate, as detailed below:

| S. No. | Course title | Faculty | Research Institute | Course type | Credit | Remarks |
|--------|------------------------------------------------------------------|---------|--------------------|-------------|--------|--------------------------------|
| 1. | Green Hydrogen Energy Technologies | ES | CSIR-CECRI | ID | 2 | New course |
| 2. | Smart Materials for Devices | ES | CSIR-CECRI | ID | 2 | Modification in content |
| 3. | Structural Dynamics | ES | CSIR-NAL | AD | 3 | |
| 4. | Aeroelasticity | ES | CSIR-NAL | AD | 3 | New course |
| 5. | Fundamentals of Frequency Selective Surfaces | ES | CSIR-NAL | AD | 3 | New course |
| 6. | Chemistry for Engineers | ES | CSIR-NAL | ID | 2 | New Course |
| 7. | Energy Engineering | ES | CSIR-NAL | ID | 2 | New Course |
| 8. | Quantum Sensing using Neutral Atoms, Colour Centres, and Photons | ES | TCG CREST | AD | 4 | New Course |
| 9. | Signal Processing for Machine Learning | ES | TCG CREST | AD | 3 | New Course |
| 10. | Computer Vision | ES | TCG CREST | ID | 3 | New Course |
| 11. | Advanced Complex Analysis | MIS | TCG CREST | AD | 3 | New Course |
| 12. | Advanced Combinatorics and Graph Theory | MIS | TCG CREST | AD | 3 | New Course |
| 13. | Advanced Functional Analysis and Noncommutative Geometry | MIS | TCG CREST | AD | 3 | New Course |
| 14. | An Introduction to Commutative Algebra | MIS | TCG CREST | AD | 3 | New Course |
| 15. | Combinatorial Optimization | MIS | TCG CREST | AD | 3 | New Course |
| 16. | Combinatorics | MIS | TCG CREST | AD | 3 | New Course |
| 17. | Cyclic Homology | MIS | TCG CREST | AD | 3 | New Course |
| 18. | Deep Learning | MIS | TCG CREST | AD | 3 | New Course |
| 19. | Differential Geometry of Curves and Surfaces | MIS | TCG CREST | AD | 3 | New Course |
| 20. | Expander Graphs and High-Dimensional Expanders | MIS | TCG CREST | AD | 3 | New Course |

| S. No. | Course title | Faculty | Research Institute | Course type | Credit | Remarks |
|--------|-----------------------------------------------------------------|---------|--------------------|-------------|--------|---------------------|
| 21. | Graph Theory | MIS | TCG CREST | AD | 3 | New Course |
| 22. | Introduction to Algebraic Geometry | MIS | TCG CREST | AD | 3 | New Course |
| 23. | Introduction to knot theory and low dimensional topology | MIS | TCG CREST | AD | 3 | New Course |
| 24. | Introduction to Riemannian Geometry | MIS | TCG CREST | AD | 3 | New Course |
| 25. | Theory of Metric Embeddings | MIS | TCG CREST | AD | 3 | New Course |
| 26. | Topics in Algebra | MIS | TCG CREST | AD | 3 | New Course |
| 27. | Topology-1 | MIS | TCG CREST | AD | 3 | New Course |
| 28. | Topology-2 | MIS | TCG CREST | AD | 3 | New Course |
| 29. | Topology-3 | MIS | TCG CREST | AD | 3 | New Course |
| 30. | Fundamentals of Molecular Biology | BS | TIGS | ID | 2 | New Course |
| 31. | Stem Cell Biology and Genome Engineering | BS | TIGS | ID | 2 | New Course |
| 32. | Scientific Writing & Publication | BS | MAX | ID | 2 | New Course |
| 33. | Translating Research to Healthcare Policy | BS | MAX | ID | 1 | New Course |
| 34. | Ethics and Law aspect of Public Health | BS | MAX | ID | 1 | New Course |
| 35. | Advanced Epidemiological Methods | BS | MAX | AD | 3 | New Course |
| 36. | Global Health and Disease Prevention | BS | MAX | AD | 3 | New Course |
| 37. | Health System and Disease Management | BS | MAX | AD | 2 | New Course |
| 38. | Health Policy and Public Health Programs | BS | MAX | AD | 2 | New Course |
| 39. | Communicable and Non-communicable Diseases | BS | MAX | AD | 2 | New Course |
| 40. | Coursework of M.Sc. (Food Technology) | BS | CSIR-CFTRI | - | - | Modification |
| 41. | Material Synthesis Techniques | CS | CSIR-CECRI | ID | 2 | New Course |
| 42. | Complete Ph.D. courses at CSIR-CIMFR | CS | CSIR-CIMFR | ID & AD | - | Modification |
| 43. | Marine Pollution | CS | CSIR-NIO | AD | 2 | New Course |
| 44. | Thermodynamics and Electrochemistry I | CS | TCG CREST | AD | 2 | New Course |
| 45. | Theoretical and Computational Methods in Energy Materials | CS | TCG CREST | AD | 3 | New Course |
| 46. | Laboratory Experimental Work-II | CS | TCG CREST | AD | 2 | New Course |
| 47. | Laboratory Experimental Work-I | CS | TCG CREST | AD | 2 | New Course |
| 48. | Ionic Transport in Solids | CS | TCG CREST | AD | 3 | New Course |
| 49. | Advanced X-Ray Crystallography | PS | CSIR-NML | AD | 3 | New Course |
| 50. | Physics of Thin Films | PS | CSIR-NML | AD | 3 | New Course |
| 51. | Fundamentals of nanostructure and amorphous materials | PS | CSIR-NML | AD | 3 | New Course |
| 52. | Magnetism and Magnetic Materials and their various Applications | PS | CSIR-NML | AD | 3 | New Course |
| 53. | Advanced Structural Characterization of Materials | PS | CSIR-NML | AD | 3 | New Course |
| 54. | Thermodynamics & Statistical Mechanics | PS | CSIR-NML | AD | 3 | New Course |
| 55. | Basics of Quantum Mechanics and Density Functional Theory | PS | CSIR-NML | AD | 3 | New Course |
| 56. | Sensors & systems for industrial applications | PS | CSIR-NML | AD | 2 | New Course |
| 57. | Introduction to Materials | PS | CSIR-NML | ID | 2 | New Course |
| 58. | Mathematical Physics | PS | CSIR-NML | ID | 2 | New Course |
| 59. | Physics of deformation in materials | PS | CSIR-NML | ID | 2 | New Course |

| S. No. | Course title | Faculty | Research Institute | Course type | Credit | Remarks |
|--------|--------------------------------------------------------------|---------|--------------------|-------------|--------|--------------------------------|
| 60. | Energy harvesting: Thermoelectric and Photovoltaic materials | PS | CSIR-NML | AD | 3 | New Course |
| 61. | Measurement and Characterization Techniques | PS | CSIR-CEERI | AD | 3 | Modification in content |
| 62. | Microwave Devices and Systems | PS | CSIR-CEERI | AD | 3 | New Course |
| 63. | THz & Plasma Devices and Applications | PS | CSIR-CEERI | AD | 3 | New Course |
| 64. | Advanced Antenna Systems | PS | CSIR-CEERI | AD | 3 | New Course |
| 65. | Design of Microsensors and Actuators | PS | CSIR-CEERI | AD | 3 | New Course |
| 66. | Compound Semiconductor Devices and Technologies | PS | CSIR-CEERI | AD | 3 | New Course |
| 67. | Advanced Machine Learning and Applications | PS | CSIR-CEERI | AD | 3 | Modification in content |
| 68. | Embedded Artificial Intelligence | PS | CSIR-CEERI | AD | 3 | New Course |
| 69. | Smart Grid and Electric Vehicles Systems | PS | CSIR-CEERI | AD | 3 | New Course |
| 70. | Advanced Microwave Materials and Their Applications | PS | CSIR-CEERI | AD | 3 | New Course |
| 71. | RF and Microwave Circuit Design | PS | CSIR-CEERI | AD | 3 | New Course |
| 72. | Microsystems Process Technologies | PS | CSIR-CEERI | AD | 3 | New Course |
| 73. | Nanomaterials, Devices and Applications | PS | CSIR-CEERI | AD | 3 | Modification in content |
| 74. | CMOS Digital VLSI Design | PS | CSIR-CEERI | AD | 3 | New course |
| 75. | Advanced Embedded Systems and Internet of Things | PS | CSIR-CEERI | AD | 3 | New Course |
| 76. | Power Electronic Systems and Applications | PS | CSIR-CEERI | AD | 3 | New Course |
| 77. | CMOS Analog Interface Circuit Design | PS | CSIR-CEERI | ID | 2 | New Course |
| 78. | Signal Processing and Machine Learning | PS | CSIR-CEERI | ID | 2 | New Course |
| 79. | Semiconductor Devices and Modelling | PS | CSIR-CEERI | ID | 2 | New Course |
| 80. | Computational Electromagnetics | PS | CSIR-CEERI | ID | 2 | New Course |

Item No. 25: Modifications in academic and administrative guidelines related to the admissions and tuition fee based on the feedback received from the Directors of CSIR Institutes, in the meeting dated July 03, 2024: The Senate ratified the decisions taken by the Chairman, Senate on the basis of the feedback received from the CSIR Institute Directors at a meeting held on 03.07.2024 and recommended by the AcSIR Finance Committee (details at Item No. 30 of the Minutes) on:

- (i) **Revision in the eligibility criteria for Project Assistants** where the financial assistance from the project to the applicant should be valid for at least one year from the notified date of commencement of the academic session for which the applicant is seeking PhD admission, was withdrawn;
- (ii) **Flexibility in the Admission Process** where the individual Research Institutes can decide on an institute-specific cut-off date for payment of tuition fees, for confirmation of the selected student's admissions and can direct their selected students to join the institute at

any date but no later than the last date for joining for the session as notified by AcSIR. Further, the fees paid during confirmation of joining, will henceforth be transferable to any other AcSIR-affiliated institute till the commencement of the academic session, as notified by AcSIR-HQs.

- (iii) **Revision of Semester Tuition Fee for the PG Diploma Programs** where the semester tuition fee has been reduced to **Rs. 15,500/-** per semester for both regular and sponsored candidates, from 31,000/- per semester to attract more students.

ITEMS FOR DISCUSSION AND APPROVAL

Item No. 26: Proposals for international academic collaboration

The Senate considered and appreciated the proposals for international academic collaboration and recommended the following for further pursuance:

- a) **University of Melbourne, Melbourne, Australia** for establishment of a JDP program through an Agreement on mutually agreeable terms and conditions;
- b) **Curtin University, Malaysia** for pursuing the collaboration through a MoU outlining the fundamental principles for collaboration and detailed agreement on mutually agreeable terms and conditions;
- c) **Short term Training Program with National Institute of Advanced Industrial Science and Technology ("AIST"), Japan** for joint research where AIST will host students recommended by CSIR scientists (who serve as the PhD supervisors) of these students, ranging from 3 to 6 months period where AIST researchers will provide research teaching and mentorship to AcSIR students through online or onsite lectures, depending on the circumstances. The Senate recommended pursuing the proposed collaboration for short term training through an Agreement/Contract on mutually agreeable terms and conditions.

Item No. 27: Proposal for collaboration between AcSIR and Indian Council of Agricultural Research (ICAR) for cooperation in Agricultural Research and Education

The Senate considered the possibilities of collaboration with the Indian Council of Agricultural Research (ICAR), through a MoU, for various programs including, but not limited to:

- a) Joint Degree Programs for Ph.D., M.Tech, M.Sc. and other degree programs;
- b) Twinning Programs;
- c) Internships/Training;
- d) Short-Term Programs;
- e) Admission of ICAR JRFs in AcSIR PhD Programs;

- f) Faculty and Students Exchange;
- g) Courses;
- h) Student Competitions and Hackathons

The Senate appreciated the efforts for bringing the expertise available at various major research establishments of the country through academic collaborations for the benefit of the students and the society at large and approved the proposal in principle and also for an Agreement/MoU with ICAR on mutually agreeable terms and conditions.

Item No. 28: Proposal for establishment of the FSSAI-AcSIR Centre for Advancing Food Research

The Senate considered the possibilities of collaboration between the Food Safety and Standards Authority of India (FSSAI) and AcSIR to establish the "FSSAI-AcSIR Centre for Advancing Food Research" to implement the *Khadya Anusandhan evam Navachar Anudan (KHANA) Yojana*. The Centre would focus on food safety research and would be managed jointly by FSSAI and AcSIR.

The members approved the proposal in principle. However, for management of the Centre, AcSIR shall explore various models and finalize the one that would be mutually agreeable and beneficial to both FSSAI and AcSIR.

Item No. 29: Proposal for conferment of "Doctor of Science, honoris causa" to Prof. Samir K. Brahmachari and Prof. Suresh K. Bhargava

The Senate had a detailed discussion on the proposal and members had different opinion on the proposal. However, in the end, the Senate by majority consensus, recommended the proposal, for seeking approval of the Board of Governors, for the conferment of "Doctor of Science, honoris causa" to Prof. Samir K. Brahmachari, former DG, CSIR and Prof. Suresh K. Bhargava, RMIT University, Australia.

The Senate acknowledged Prof. Samir K. Brahmachari is a distinguished figure in the fields of molecular biophysics and genomics. He is an institutional builder having conceptualized the Ayurgenomics project, merging traditional Ayurvedic principles with modern genomics, established 'Open Source Drug Discovery' (OSDD), a novel open source platform, which was India's first crowdsourcing initiative in drug discovery, fostering global collaboration with over 7,500 participants from 130 countries. The Senate also considered his numerous accolades, including the Banga Bibhushan, West Bengal's highest civilian award, and the Lifetime Achievement Award in Genomics. These honors reflect his impact on life sciences and his leadership within the scientific community.

The Senate also acknowledged Professor Suresh K. Bhargava's successful efforts in advancing science and fostering global partnerships, and recognized not only his individual contributions but also his role in enhancing the academic and cultural ties between Australia and India. His contributions have been

recognized through numerous prestigious awards, including being named a Member of the Order of Australia (AM) in 2022 and receiving the P.C. Ray Chair from the Indian National Science Academy, one of the highest honors for foreign scientists in India.

Item No. 30: Minutes of the 24th meeting of the Finance Committee

The Senate considered the recommendations of the 24th meeting of the AcSIR Finance Committee, held on July 06, 2024, itemized as below:

| 24 th FC Item No. | Details of Items |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Item No. 5 | Financial Assistance to AcSIR Research Institutes for conduct of Science Club activities |
| Item No. 6 | Financial Assistance to AcSIR Employees for pursuing higher educational degree: Senate resolved that considering the firm end date of the contract, Director AcSIR may grant permission on case-to-case basis, keeping in view the residual period of the contract. |
| Item No. 7 | Submission of Audited Accounts for AY 2024-2025 |
| Item No. 8 | Resolution for Accumulation of the unspent amount from 85% of the income of AcSIR for Tax Return Filing purpose for AY 2024-2025 (FY 2023-2024) |
| Item No. 9 | Fixation of Cohort Fees for the year 2025 |
| Item No. 10 | Updates on renovation of AcSIR HQs. |
| Item No. 11 | Proposal for introduction of Affiliation Fee for academic affiliation of non-CSIR Institutes |
| Item No. 13(i) | Review of the tuition fees for the PG Diploma programs of AcSIR in view of them being considered under "Skill Development Program" |
| Item No. 13(ii) | Transferability of tuition fee during admission |

The Senate endorsed the above items to the Board, for approval.

Item No. 31: Minutes of the 25th (Special) meeting of the Finance Committee

The Senate considered the recommendations of the 25th (Special) meeting of the AcSIR Finance Committee, held on August 18, 2024, and their observations are detailed below:

| Item No | Item Details | Recommendations of the Senate |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Item No. 4 | Recommendations of the AcSIR Finance Committee for further refinement and formulation of comprehensive Rules and Regulations on HR related matters | <p>Recommendations of the FC on the matter were discussed in detail. After threadbare discussion, the Senate recommended the following, as attached at:</p> <ol style="list-style-type: none"> 1. AcSIR Recruitment Rules-2024: (Annexure S-1) 2. Extension of Contract & Career Progression Scheme" (ECCP Scheme-2024): (Annexure S-2) 3. Emoluments and Terminal Benefits including Travel and Leave Rules" (AcSIR-ETTL Rules-2024): (Annexure S-3) |

| Item No | Item Details | Recommendations of the Senate |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Item No. 5(i) | Introduction of Affiliation Fee for academic affiliation of non-CSIR Institutes | Recommended for approval: For Govt. funded National Institutes: Annual Fee: Rs. 10.0 lakhs For non-Govt. self-funded/Private Institutes: Annual Fee: A higher fee may be charged, on a case-to-case basis, in consultation with the FC. |
| Item No. 5(ii) | Proposal for enhancement of the award money for “AcSIR Best PhD Award” and ‘Prof. Baldev Raj Memorial Award for best performance in PhD” under the AcSIR-RMIT Joint PhD program | Recommended for approval the proposed enhancement of the award money to Rs. 25,000/- |

The meeting ended with a vote of thanks to the Chair.



(Prof. Manoj Kumar Dhar)
Chairperson, Senate

AcSIR Recruitment Rules-2024

INTRODUCTION

These rules will be in suppression of all existing rules related to “Recruitment Rules for Various positions” (2013). These Rules shall be termed as the “**AcSIR Recruitment Rules- 2024**”. For the statutory position of Associate Director, the recruitment rules as contained in the AcSIR Act, 2011 and the AcSIR Statutes, 2017 shall prevail.

A1. APPOINTING AUTHORITY

Director, AcSIR is the appointing authority for all positions as per Section 33(1) of AcSIR Act, 2011 which states that “*All appointments of the staff of the Academy shall be made in accordance with the procedure laid down in the Statute by the Director.*”

A2. CONDITIONS OF SERVICE

As per Section 32(b) of AcSIR Act, 2011, “*Every employee of the Academy shall be appointed on contractual basis under a written contract.*”

A3. POSITIONS OF AcSIR COVERED BY RECRUITMENT RULES

- a) Multi-Tasking Staff
- b) Assistant
- c) Executive Assistant (*as per Clause 27(5) of the AcSIR Statutes, 2017*)
- d) Assistant Manager (*as per Clause 27(5) of the AcSIR Statutes, 2017; Executive Consultants redesignated as Assistant Manager with approval of the Board*)
- e) Manager (*as per Clause 27(1)(b) of the AcSIR Statutes, 2017*)
- f) Senior Manager (*as per Clause 27(1)(b) of the AcSIR Statutes, 2017*)
- g) Assistant Director (*as per Clause 27(1)(b) of the AcSIR Statutes, 2017*)
- h) Associate Director (*as per Clause 23(1) of the AcSIR Act, 2011 and Clause 13 to 18 of AcSIR Statutes, 2017*)

A4. MODE OF SELECTION

- a) Direct recruitment through open advertisement with explicit mention of reservation category. Additionally, the positions of the Assistant Director and the Associate Director may be also filled through deputation.
- b) Reservations and considerations for SC, ST, OBC, and PwD candidates shall be as per central government rules as provided in the AcSIR Act, 2011.
- c) Selection shall be through a suitable process of shortlisting followed by a skill-test and/or interview.
- d) The valid quorum for the selection committee will be Chairman and at least two members being present.
- e) Director, AcSIR shall constitute a shortlisting committee (of at least 3 members) for each position. The shortlisting committee shall choose a suitable method in an open and transparent manner that has a fair criterion and set of parameters with appropriate weight-factors depending on the functional role / job requirements of the position, essential educational qualifications, relevant experience pertaining to the position, number of applications received, desirable qualifications, etc. The shortlisting process shall result in a sufficient and reasonable number of candidates for the subsequent stage for a skill test and/or selection interview. The candidates will necessarily need to go through a documents verification stage before they are allowed for the selection interview.

A5. RELAXATION IN AGE

Relaxation of age shall be as per rules of Govt. of India. For the serving AcSIR employees, a relaxation of 5 years shall be granted, to apply against open posts.

A6. LOCATION OF THE POSITIONS

- Appointments for the position of Executive Assistants shall be at the AcSIR affiliated Research Institutes and/or at the AcSIR HQs.
- All other positions (other than that of Executive Assistants), shall normally be appointed only at the AcSIR HQs.
- The Director, AcSIR may approve exceptions to (a) and (b) to specify location of any position based on functional requirements of AcSIR.
- All employees of AcSIR are liable to be transferred to any of the AcSIR Research Institutes across India or at the HQs., in view of variable functional needs of AcSIR, on the existing terms and conditions of their contract employment.

A7. ENTRY LEVEL SALARY

The Selection Committee may recommend up to 3 additional increments on the basic pay specified in the advertisement, in case of exceptional candidates. This recommendation on the number of additional increments shall be restricted up to the position of Assistant Director.

A8. PROBATION

- All employees, appointed through open direct selection process, shall serve a probation period of 1 year from the date of appointment.
- The direct appointees on deputation shall be exempted from serving the probation period.

A9. PERIOD OF CONTRACT

Initial appointment for all positions (except that of the Associate Director) shall be for a period of 5 years including the probation period.

A.10 EXTENSION OF CONTRACT

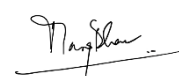
All employees, till L-13, shall be eligible for extension of contract employment and career progression as per rules defined at the “Extension of Contract and Career Progression Scheme-2024” (ECCPS-2024).

A10. MAXIMUM AGE FOR VARIOUS POSITIONS

Maximum age to serve in AcSIR for various positions shall be as provided in Table-1:

Table-1: Maximum Age for Various Positions

| Position | Maximum age |
|---------------------|---------------------------------------------------|
| Multi-Tasking Staff | 60 years |
| Assistant | 60 years |
| Executive Assistant | 60 years |
| Assistant Manager | 60 years |
| Manager | 60 years |
| Senior Manager | 60 years |
| Assistant Director | 62 years |
| Associate Director | 65 years As per Clause 15(1) of AcSIR Statutes |
| Director | 70 years As per Clause 10 of AcSIR Statutes |



The following *revisions* in the rules for maximum age are proposed:

- Relieving date after achieving maximum age shall be effective from the afternoon of the last day of the month in which the maximum age is attained, or on completion of the contract employment, whichever is earlier.
- Only exception to the rule shall be for an employee whose birth date is the first of the month and who shall retire on the afternoon of the last day of the preceding month.
- For the purpose of registration for NPS, the maximum age shall be considered as 'age of superannuation' and shall bear no other connotation.

A11. NOTICE PERIOD

- Every employee shall have to serve a notice period in case of resignation.
- In case of termination from service, an employee shall be served a notice period as detailed below at Table-2:

Table-2: Notice Period in Case of Termination for Various Positions

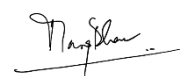
| Position | Notice Period |
|---------------------|-------------------------------------------------------|
| Multi-Tasking Staff | 1 Month. |
| Assistant | |
| Executive Assistant | |
| Assistant Manager | |
| Manager | 2 Months. |
| Senior Manager | |
| Assistant Director | |
| Associate Director | 3 Months As per Clause 16 of AcSIR Statutes, 2017. |

- In lieu of the notice period, the employee may be paid remuneration for the period.

A12. DETAILED RECRUITMENT RULES FOR THE VARIOUS POSITIONS

Table-3: Recruitment Rules for the Position of Multi-Tasking Staff

| Applicable Rules for the Position of Multi-Tasking Staff | |
|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | <p>Selection Committee is to be constituted by the Director, AcSIR, having the following members:</p> <ol style="list-style-type: none"> Chairperson: Associate Director or a nominee by Director, AcSIR. Member: Dean / Associate Dean of AcSIR. Member: Faculty member of AcSIR. Member (Convener): Senior Manager / Manager. Additional member as per requirement <p>Valid quorum for the selection committee will be Chairman and at least two members being present.</p> |
| Maximum Age | 25 years for UR category of candidates, till the last date of receipt of application, as notified in the advertisement, without consideration of extension of date, if any. |
| Essential Qualifications | 10 th Pass or ITI or equivalent. |
| Essential Experience | 3 years of experience in areas relevant to AcSIR activities. |



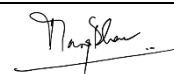
| Applicable Rules for the Position of Multi-Tasking Staff | |
|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Desirable Qualification / Experience | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | Basic salary range (equivalent to L-1 of AcSIR Pay Levels) <i>i.e.</i> Rs. 18,000 to Rs. 56,900, plus applicable allowances. |

Table-4: Recruitment Rules for the Position of Assistant

| Applicable Rules for the Position of Assistant | |
|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | <p>Selection Committee is to be constituted by the Director, AcSIR, having the following members:</p> <ol style="list-style-type: none"> 1. Chairperson: Associate Director or a nominated person by Director, AcSIR. 2. Member: Dean / Associate Dean of AcSIR. 3. Member: Faculty member of AcSIR. 4. Member (Convener): Senior Manager / Manager. 5. Additional member as per requirement <p>Valid quorum for the selection committee will be Chairman and at least two members being present.</p> |
| Maximum Age | 30 years for UR candidates, till the last date of receipt of application, as notified in the advertisement, without consideration of extension of date, if any. |
| Essential Qualifications | Bachelor degree from a recognized university / institute in any discipline with good working knowledge of computers. |
| Essential Experience | 1 year experience in areas relevant to AcSIR activities. |
| Desirable Qualification / Experience | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | Basic salary range (equivalent to L-4 of AcSIR Pay Levels) <i>i.e.</i> Rs. 25,500 to Rs. 81,100 plus applicable allowances. |

Table-5: Recruitment Rules for the Position of Executive Assistant

| Applicable Rules for the Position of Executive Assistant | |
|-----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | <p>Selection Committee is to be constituted by the Director, AcSIR, having the following members:</p> <ol style="list-style-type: none"> 1. Chairperson: Associate Director (Admin. & Finance) or a nominated person by Director, AcSIR not below the rank of Professor of AcSIR. 2. Member: AcSIR Coordinator of a Research Institute. 3. Member: Faculty member of AcSIR. 4. Member (Convener): Senior Manager / Manager (for position at AcSIR-HQ) or Respective AcSIR Coordinator (for position at a Research Institute). 5. Additional member as per requirement <p>Valid quorum for the selection committee will be Chairman and at least two members being present.</p> |
| Maximum Age | 35 years for UR candidates, till the last date of receipt of application, as notified in the advertisement, without consideration of extension of date, if any. |



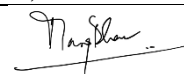
| Applicable Rules for the Position of Executive Assistant | |
|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Essential Qualifications | Bachelor degree from a recognized university / institute with a minimum of 50% marks or an equivalent grade in a point scale. |
| Essential Experience | 1 year experience in areas relevant to AcSIR activities. |
| Desirable Qualification / Experience | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | Basic Salary Range (equivalent to L-6 of AcSIR pay levels) <i>i.e.</i> Rs. 35,400 to Rs. 1,12,400, plus applicable allowances. |

Table-6: Recruitment Rules for the Position of Assistant Manager

| Applicable Rules for the Position of Assistant Manager | |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | <p>Selection Committee is to be constituted by the Director, AcSIR, having the following members:</p> <ol style="list-style-type: none"> 1. Chairperson: Associate Director (Admin. & Finance) or a nominated person by Director, AcSIR not below the rank of Professor of AcSIR. 2. Member: AcSIR Coordinator of a Research Institute. 3. Member: Faculty member of AcSIR not below the rank of Associate Professor. 4. Member (Convener): Senior Manager / Manager. 5. Additional member as per requirement <p>Valid quorum for the selection committee will be Chairman and at least two members being present.</p> |
| Maximum Age | 40 years for UR candidates, till the last date of receipt of application, as notified in the advertisement, without consideration of extension of date, if any. |
| Essential Qualifications | <p>Master degree in any stream from a recognized University / Institute with a minimum of 55% marks or an equivalent grade in a point scale.</p> <p>OR</p> <p>Bachelor degree from a recognized university / institute with a minimum of 55% marks or an equivalent grade in a point scale.</p> |
| Essential Experience | <p>For candidates with Master degree: 2 years of work experience in areas relevant to AcSIR activities.</p> <p>OR</p> <p>For candidates with Bachelor degree: 7 years of work experience in areas relevant to AcSIR activities.</p> |
| Desirable Qualification / Experience | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | Basic Salary Range (equivalent to L-7 of AcSIR Pay Levels) <i>i.e.</i> Rs. 44,900 to Rs. 1,42,400, plus applicable allowances |

Table-7: Recruitment Rules for the Position of Manager of AcSIR

| Applicable Rules for the Position of Manager of AcSIR | |
|--------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | <p>Selection Committee is to be constituted by the Director, AcSIR, having the following members:</p> <ol style="list-style-type: none"> 1. Chairperson: Nominated person by Director, AcSIR. |



| Applicable Rules for the Position of Manager of AcSIR | |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <ol style="list-style-type: none"> 2. Member: AcSIR Senate member to be nominated by Chairperson, AcSIR Senate. 3. Member: Dean / Associate Dean of AcSIR. 4. Member: Associate Director (Admin. & Finance) or Dean of AcSIR. 5. Member (Convener): Assistant Director. In the absence of Assistant Director, Associate Director (Admin. & Finance) will be Member (Convener). 6. Additional member as per requirement <p>Valid quorum for the selection committee will be Chairman and at least three members being present.</p> |
| Maximum Age | 50 years for UR candidates, till the last date of receipt of application, as notified in the advertisement, without consideration of extension of date, if any. |
| Essential Qualifications | Master degree or equivalent in any subject from a recognized University / Institute with minimum of 55% marks or an equivalent grade in a point scale. |
| Essential Experience | 5 years of administrative experience in educational / scientific administration / research establishments / other institutions of higher education. |
| Desirable Experience / Qualification | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | Basic Salary Range (equivalent to L-10 of AcSIR Pay Levels) <i>i.e.</i> Rs. 56,100 to Rs. 1,77,500 plus applicable allowances. |

Table-8: Recruitment Rules for the Position of Senior Manager

| Applicable Rules for the Position of Senior Manager | |
|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | <p>Selection Committee is to be constituted by the Director, AcSIR, having the following members:</p> <ol style="list-style-type: none"> 1. Chairman: Director, AcSIR. 2. Member: AcSIR Senate member to be nominated by Chairman, AcSIR Senate. 3. Member: Dean / Associate Dean of AcSIR. 4. Member: Associate Director (Admin. & Finance) or Dean of AcSIR. 5. Member (Convener): Assistant Director. In the absence of Assistant Director, Associate Director (Admin. & Finance) will be Member (Convener). 6. Additional member as per requirement <p>Valid quorum for the selection committee will be Chairman and at least three members being present.</p> |
| Maximum Age | 50 years for UR candidates, till the last date of receipt of application, as notified in the advertisement, without consideration of extension of date, if any. |
| Essential Qualifications | Master degree from a recognized university / institute in any subject with a minimum of 55% marks or an equivalent grade in a point scale. |

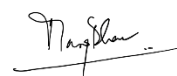
| Applicable Rules for the Position of Senior Manager | |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Essential Experience | 9 years of experience in educational administration / scientific administration / research establishments / other institutions of higher education out of which at least 5 years of experience as Assistant Registrar or in an equivalent post. |
| Desirable Experience / Qualification | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | Basic Salary Range (equivalent to L-12 of AcSIR Pay Levels) <i>i.e.</i> Rs. 78,800 to Rs. 2,09,200 plus applicable allowances. |

Table-9: Recruitment Rules for the Position of Assistant Director

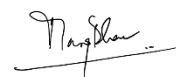
| Applicable Rules for the Position of Assistant Director | |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | Selection Committee is to be constituted by the Director, AcSIR, having the following members: 1. Chairman: Director, AcSIR. 2. Member: Nominated by Chairman, BoG of AcSIR. 3. Member: Nominated by Vice Chairman, BoG of AcSIR. 4. Member: AcSIR Senate member to be nominated by Chairman, AcSIR Senate. 5. Member: Associate Director (Academic) or Dean of AcSIR. 6. Member (Convener): Associate Director (Admin. & Finance). 7. Additional member as per requirement Valid quorum for the selection committee will be Chairman and at least three members being present. |
| Maximum Age | Below 57 years for UR candidates, till the last date of receipt of application, as notified in the advertisement, without consideration of extension of date, if any. |
| Essential Qualifications: | Master degree from a recognized university / institute in any subject with a minimum of 55% marks or an equivalent grade in a point scale. |
| Essential Experience | 15 years of experience in educational administration / scientific administration / research establishments / other institutions of higher education out of which at least 8 years of experience is as Deputy Registrar or in an equivalent post. |
| Desirable Experience / Qualification | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | Basic Salary Range (equivalent to L-13a / L-14 of AcSIR Pay Levels) <i>i.e.</i> Rs. 1,31,100 to Rs. 2,16,600 <i>or</i> 1,44,200 to Rs. 2,18,200 plus applicable allowances as recommended by the Selection Committee. |

Table-10: Recruitment Rules for the Position of Associate Director

| Applicable Rules for the Position of Associate Director | |
|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Constitution of Selection Committee | As per clause 14 of AcSIR Statutes, 2017, having the following members: 1. Chairman: Vice Chairperson of the Board; 2. Member: Director; |



| Applicable Rules for the Position of Associate Director | |
|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <p>3. Member: One member of the Board, nominated by the Vice Chairperson from among the members of the Board;</p> <p>4. Member: Three experts, out of whom at least two shall be not related to the CSIR nominated by the Vice Chairperson on the recommendation of the Director;</p> <p>Valid quorum for the selection committee will be Chairman and at least three members being present.</p> |
| Maximum Age | 62 years for the Professors of AcSIR and 60 years for the CSIR Scientists in accordance to the Clause 23(1) of AcSIR Act, 2011 & Clause 15(1) of the AcSIR Statutes, 2017 |
| Essential Qualifications | Professors of AcSIR or scientists from CSIR engaged in academic activity of the Academy as per Clause 23(1) of the AcSIR Act, 2011 and clause 14 of AcSIR Statutes, 2017 |
| Desirable Qualification | To be decided by the appointing authority at the time of advertisement. |
| Desirable Experience | To be decided by the appointing authority at the time of advertisement. |
| Remuneration | <p>Salary Range (equivalent to L-14 / L-15 of AcSIR Pay Levels) <i>i.e.</i></p> <p>Rs. 1,44,200 to Rs. 2,18,200 <i>or</i> Rs. 1,82,200 to Rs. 2,24,100 plus applicable allowances, as recommended by the Selection Committee.</p> |



RULES ON “EXTENSION OF CONTRACT AND CAREER PROGRESSION SCHEME-2024” (ECCP SCHEME-2024] FOR AcSIR EMPLOYEES

A. EXTENSION OF CONTRACT EMPLOYMENT

As per Section 33(1) of AcSIR Act, 2011, “*All positions of AcSIR are contractual in nature. Every employee of the AcSIR shall be appointed on contractual basis under a written contract.*” The AcSIR Board of Governors (BoG) approved the provisions for extension of contract employment, through a process of evaluation.

- A1.** On completion of 5-year contractual employment, an employee shall be eligible for extension of contract, if they have an average performance grade of 8.0 or better (out of 10.0) during their 5-year contract period under review, through a Performance Review Committee (PRC) for each position to be constituted by the Director, AcSIR as detailed under:

| Position | Composition of the Performance Review Committee |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Multi-Tasking Staff | a) Chairperson: Associate Director or a nominated person by the Director. b) Member: Dean / Associate Dean of AcSIR. c) Member: AcSIR faculty member. d) Member (Convener): Senior Manager / Manager. |
| Assistant | a) Chairperson: Associate Director or a nominated person by the Director. b) Member: Dean / Associate Dean of AcSIR. c) Member: AcSIR faculty member. d) Member (Convener): Senior Manager / Manager. |
| Executive Assistant | a) Chairperson: Associate Director (Admin. & Finance) or a nominated person by the Director. b) Member: Associate Director (Academic). c) Member: Dean / Associate Dean of AcSIR. d) Member: AcSIR faculty member. e) Member (Convener): Assistant Director / Senior Manager. In case of non-availability or vacancy in any of the above Members, the Director may nominate any other AcSIR Dean or Associate Deans or Professors of AcSIR. |
| Assistant Manager | a) Chairperson: Associate Director (Admin. & Finance) or a nominated person by the Director. b) Member: Associate Director (Academic). c) Member: Dean / Associate Dean of AcSIR. d) Member: AcSIR faculty member. e) Member (Convener): Assistant Director / Senior Manager. In case of non-availability or vacancy in any of the above Members, the Director may nominate any other AcSIR Dean or Associate Dean or Professor of AcSIR. |

| Position | Composition of the Performance Review Committee |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Manager | <p>a) Chairperson: Nominated by the Director of AcSIR. b) Member: Associate Director (Admin. & Finance). c) Member: Associate Director (Academic). d) Member: Dean / Associate Dean of AcSIR. e) Member (Convener): Assistant Director / Senior Manager.</p> <p>In case of non-availability or vacancy in any of the above Members, the Director may nominate any other AcSIR Dean or Associate Dean or Professor of AcSIR.</p> |
| Senior Manager | <p>a) Chairperson: Nominated by the Director of AcSIR. b) Member: Associate Director (Admin. & Finance). c) Member: Associate Director (Academic). d) Member: Dean / Associate Dean of AcSIR. e) Member (Convener): Assistant Director.</p> <p>In case of non-availability or vacancy in any of the above Members, the Director may nominate any other AcSIR Dean or Associate Dean or Professor of AcSIR.</p> |
| Assistant Director | <p>a) Chairperson: Nominated by the Chairman, BoG. b) Member: Director, AcSIR. c) Member-1: Nominated by the Chairman, BoG. d) Member-2: Nominated by the Chairman, BoG. e) Member (Convener): Associate Director (Admin. & Finance).</p> <p>In case of non-availability or vacancy in any of the above Members, the Chairman, BoG may nominate that member.</p> |
| Associate Director | <p>As per Clause 15 of AcSIR Statutes, 2017, the Board may for the reasons to be recorded in writing, extend the tenure of the Associate Director on the basis of his performance.</p> |

- A2.** The Director may nominate additional member to the PRC as per requirement.
- A3.** The valid quorum of these Performance Review Committees shall be the Chairman and at least two other members being present. In case that the PRC has been augmented (as per above item A2) by an extra member, then the valid quorum in that specific instance will require to additionally add such member's presence as a requirement.
- A4.** On recommendation of the Performance Review Committee (PRC) and approval of the appointing authority, the employee shall be either relieved or his / her tenure shall be extended by another term of 5 years of contract employment, or till attainment of the maximum permissible age (as defined at Clause A10 of the AcSIR Recruitment Rules-2024), whichever is earlier. The PRC shall consider, extension on the basis of the continued and/or future requirements of AcSIR, level of skills acquired, additional qualification attained, by the employee, etc.

B. CAREER PROGRESSION SCHEME

Career Progression Scheme (CPS) envisages that an AcSIR employee, on successful completion of two consecutive terms of 5-year contract employment at a position, shall become eligible for financial upgradation, counted from the direct entry pay level grade. Service period for this purpose shall include all periods spent on any kinds of leave that are duly sanctioned by the competent authority, excluding the period of unpaid leaves *i.e.* leave without salary.

The purpose of introducing the Career Progression Scheme is to recognize the potential of an employee for further continuation of the contract and to motivate employees and foster their long-term commitment to AcSIR.

- B1.** The Career Progression Scheme envisages placement in the immediate next higher level in the hierarchy of the AcSIR pay matrix and reproduced at Annexure-1 of this document. All the financial upgradations under the CPS shall be done in accordance with the hierarchy of levels given in the AcSIR pay matrix.
- B2.** The financial upgradations under the CPS shall be admissible up to Level-13 in the AcSIR pay matrix given in the table at Annexure-1 of this document.
- B3.** On being granted financial upgradation under the Career Progression Scheme, there shall be no change in the designation or correspond to any higher status and the employee shall continue to be in the same designation of original contract employment. However, on being upgraded, the employee shall become eligible to all allowances and entitlements linked to the upgraded pay level.
- B4.** The pay drawn in the upgraded level of pay matrix under the Career Progression Scheme shall be taken as the basis for determining the terminal benefits for employees who have completed his/her tenure or have resigned or are being relieved on attainment of maximum age for their position.
- B5.** The Performance Review Committee (PRC), constituted by the Director, AcSIR to review an employee for extension of contract employment, shall also act as the “Review-cum-Screening Committee” (RSC) to consider the case for grant of financial upgradations under the Career Progression Scheme.
- B6.** The “Review-cum-Screening Committee” (RSC) shall judge the suitability of the eligible employees for financial upgradation which should be earned by indications of hard work, good conduct, and result-oriented performance as reflected in the annual performance assessment reports (APAR) of the preceding years.

C. PAY FIXATION OF THE EMPLOYEES OF AcSIR WHO ARE CONSIDERED FOR CAREER PROGRESSION ON SUCCESSFUL COMPLETION OF TWO CONSECUTIVE TERMS OF 5 YEAR CONTRACT EMPLOYMENT AT A POSITION:

Pay in the immediate higher pay-level shall be fixed in the following manner:

- a) Upgradation to higher pay-level shall be applicable from the date of extension of contract on successful completion of two consecutive terms of 5 year contract employment by the employee.
- b) The service period of the existing employees, rendered in the pre-revised pay scale before the introduction of the Career Progression Scheme, on being migrated to the revised scale, shall be counted towards consideration for upgradation under the CPS.
- c) The existing personnel already under contract employment of AcSIR as on implementation date of the Career Progression Scheme *i.e.* April 01, 2024, shall be first migrated to the revised pay-level scale and thereafter, if and when applicable, they shall be considered for the CPS Scheme for the immediate next higher pay level.
- d) Pay fixation on grant of financial upgradation under this Scheme, shall be fixed in a manner whereby the employee shall be granted one increment (in addition to the regular annual increment) in the pay level from which the employee is upgraded and he/she shall be then placed, at a cell equal to the figure so arrived, in the immediate next level in the pay matrix; and if no such cell is available in the pay matrix level to which he/she is being upgraded to, he/she shall be placed at the next higher cell in that pay level.

ANNEXURE-1: AcSIR Basic Salary Structure and Annual Increments Table

| | L-1 | L-2 | L-3 | L-4 | L-5 | L-6 | L-7 | L-8 | L-9 | L-10 | L-11 | L-12 | L-13 | L-13a | L-14 | L-15 |
|----|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1 | 18000 | 19900 | 21700 | 25500 | 29200 | 35400 | 44900 | 47600 | 53100 | 56100 | 67700 | 78800 | 123100 | 131100 | 144200 | 182200 |
| 2 | 18500 | 20500 | 22400 | 26300 | 30100 | 36500 | 46200 | 49000 | 54700 | 57800 | 69700 | 81200 | 126800 | 135000 | 148500 | 187700 |
| 3 | 19100 | 21100 | 23100 | 27100 | 31000 | 37600 | 47600 | 50500 | 56300 | 59500 | 71800 | 83600 | 130600 | 139100 | 153000 | 193300 |
| 4 | 19700 | 21700 | 23800 | 27900 | 31900 | 38700 | 49000 | 52000 | 58000 | 61300 | 74000 | 86100 | 134500 | 143300 | 157600 | 199100 |
| 5 | 20300 | 22400 | 24500 | 28700 | 32900 | 39900 | 50500 | 53600 | 59700 | 63100 | 76200 | 88700 | 138500 | 147600 | 162300 | 205100 |
| 6 | 20900 | 23100 | 25200 | 29600 | 33900 | 41100 | 52000 | 55200 | 61500 | 65000 | 78500 | 91400 | 142700 | 152000 | 167200 | 211300 |
| 7 | 21500 | 23800 | 26000 | 30500 | 34900 | 42300 | 53600 | 56900 | 63300 | 67000 | 80900 | 94100 | 147000 | 156600 | 172200 | 217600 |
| 8 | 22100 | 24500 | 26800 | 31400 | 35900 | 43600 | 55200 | 58600 | 65200 | 69000 | 83300 | 96900 | 151400 | 161300 | 177400 | 224100 |
| 9 | 22800 | 25200 | 27600 | 32300 | 37000 | 44900 | 56900 | 60400 | 67200 | 71100 | 85800 | 99800 | 155900 | 166100 | 182700 | |
| 10 | 23500 | 26000 | 28400 | 33300 | 38100 | 46200 | 58600 | 62200 | 69200 | 73200 | 88400 | 102800 | 160600 | 171100 | 188200 | |
| 11 | 24200 | 26800 | 29300 | 34300 | 39200 | 47600 | 60400 | 64100 | 71300 | 75400 | 91100 | 105900 | 165400 | 176200 | 193800 | |
| 12 | 24900 | 27600 | 30200 | 35300 | 40400 | 49000 | 62200 | 66000 | 73400 | 77700 | 93800 | 109100 | 170400 | 181500 | 199600 | |
| 13 | 25600 | 28400 | 31100 | 36400 | 41600 | 50500 | 64100 | 68000 | 75600 | 80000 | 96600 | 112400 | 175500 | 186900 | 205600 | |
| 14 | 26400 | 29300 | 32000 | 37500 | 42800 | 52000 | 66000 | 70000 | 77900 | 82400 | 99500 | 115800 | 180800 | 192500 | 211800 | |
| 15 | 27200 | 30200 | 33000 | 38600 | 44100 | 53600 | 68000 | 72100 | 80200 | 84900 | 102500 | 119300 | 186200 | 198300 | 218200 | |
| 16 | 28000 | 31100 | 34000 | 39800 | 45400 | 55200 | 70000 | 74300 | 82600 | 87400 | 105600 | 122900 | 191800 | 204200 | | |
| 17 | 28800 | 32000 | 35000 | 41000 | 46800 | 56900 | 72100 | 76500 | 85100 | 90000 | 108800 | 126600 | 197600 | 210300 | | |
| 18 | 29700 | 33000 | 36100 | 42200 | 48200 | 58600 | 74300 | 78800 | 87700 | 92700 | 112100 | 130400 | 203500 | 216600 | | |
| 19 | 30600 | 34000 | 37200 | 43500 | 49600 | 60400 | 76500 | 81200 | 90300 | 95500 | 115500 | 134300 | 209600 | | | |
| 20 | 31500 | 35000 | 38300 | 44800 | 51100 | 62200 | 78800 | 83600 | 93000 | 98400 | 119000 | 138300 | 215900 | | | |
| 21 | 32400 | 36100 | 39400 | 46100 | 52600 | 64100 | 81200 | 86100 | 95800 | 101400 | 122600 | 142400 | | | | |
| 22 | 33400 | 37200 | 40600 | 47500 | 54200 | 66000 | 83600 | 88700 | 98700 | 104400 | 126300 | 146700 | | | | |
| 23 | 34400 | 38300 | 41800 | 48900 | 55800 | 68000 | 86100 | 91400 | 101700 | 107500 | 130100 | 151100 | | | | |
| 24 | 35400 | 39400 | 43100 | 50400 | 57500 | 70000 | 88700 | 94100 | 104800 | 110700 | 134000 | 155600 | | | | |
| 25 | 36500 | 40600 | 44400 | 51900 | 59200 | 72100 | 91400 | 96900 | 107900 | 114000 | 138000 | 160300 | | | | |
| 26 | 37600 | 41800 | 45700 | 53500 | 61000 | 74300 | 94100 | 99800 | 111100 | 117400 | 142100 | 165100 | | | | |
| 27 | 38700 | 43100 | 47100 | 55100 | 62800 | 76500 | 96900 | 102800 | 114400 | 120900 | 146400 | 170100 | | | | |
| 28 | 39900 | 44400 | 48500 | 56800 | 64700 | 78800 | 99800 | 105900 | 117800 | 124500 | 150800 | 175200 | | | | |
| 29 | 41100 | 45700 | 50000 | 58500 | 66600 | 81200 | 102800 | 109100 | 121300 | 128200 | 155300 | 180500 | | | | |
| 30 | 42300 | 47100 | 51500 | 60300 | 68600 | 83600 | 105900 | 112400 | 124900 | 132000 | 160000 | 185900 | | | | |
| 31 | 43600 | 48500 | 53000 | 62100 | 70700 | 86100 | 109100 | 115800 | 128600 | 136000 | 164800 | 191500 | | | | |
| 32 | 44900 | 50000 | 54600 | 64000 | 72800 | 88700 | 112400 | 119300 | 132500 | 140100 | 169700 | 197200 | | | | |
| 33 | 46200 | 51500 | 56200 | 65900 | 75000 | 91400 | 115800 | 122900 | 136500 | 144300 | 174800 | 203100 | | | | |
| 34 | 47600 | 53000 | 57900 | 67900 | 77300 | 94100 | 119300 | 126600 | 140600 | 148600 | 180000 | 209200 | | | | |
| 35 | 49000 | 54600 | 59600 | 69900 | 79600 | 96900 | 122900 | 130400 | 144800 | 153100 | 185400 | | | | | |
| 36 | 50500 | 56200 | 61400 | 72000 | 82000 | 99800 | 126600 | 134300 | 149100 | 157700 | 191000 | | | | | |
| 37 | 52000 | 57900 | 63200 | 74200 | 84500 | 102800 | 130400 | 138300 | 153600 | 162400 | 196700 | | | | | |
| 38 | 53600 | 59600 | 65100 | 76400 | 87000 | 105900 | 134300 | 142400 | 158200 | 167300 | 202600 | | | | | |
| 39 | 55200 | 61400 | 67100 | 78700 | 89600 | 109100 | 138300 | 146700 | 162900 | 172300 | 208700 | | | | | |
| 40 | 56900 | 63200 | 69100 | 81100 | 92300 | 112400 | 142400 | 151100 | 167800 | 177500 | | | | | | |

AcSIR Rules Related to Emoluments and Terminal Benefits including Travel and Leave Rules hereinafter termed as “AcSIR-ETTL Rules-2024”

A. REVISION OF SALARY STRUCTURE AND ALLOWANCES

In order to develop a salary structure commensurate with the work and responsibility of the AcSIR employees, the following revisions in the salary structure are being proposed for consideration:

- I. Revision of the Salary Scales for all designations of AcSIR.
- II. Introduction of additional allowances for all employees of AcSIR.

A1. DATE OF IMPLEMENTATION

Date of implementation of the “AcSIR Rules related to Emoluments and Terminal Benefits including Travel and Leave Rules-2024” (AcSIR-ETTL Rules-2024)” shall be from **April 01, 2024 or as decided by the AcSIR Board of Governors.**

A2. APPLICABILITY

Only those employees who are in service of AcSIR (on contractual basis as per rules) from **April 01, 2024** onwards shall be brought under the purview of these recommendations. Employees, who have left AcSIR after April 01, 2024 and before the formal approval of these recommendations for implementation, will not be under the purview of these recommendations.

A3. REVISION IN SALARY STRUCTURE

For developing a pay structure, Central Universities pay structure was taken as a model and an attempt has been made to place AcSIR positions as similar to ones in the Central Universities. This parity is being brought only in terms of work and responsibilities and in no way has to be considered granting any recognition as a permanent position or whatsoever. Table-1 lists the revised pay level while Table 2 gives details about the annual increments.

Table-1: Revised Salary Scale for AcSIR Positions

| Current AcSIR Positions | Proposed Structure | |
|-------------------------|---------------------------------------------|--------------------------------------------------------------|
| | Position similarity in Central Universities | Scale and AcSIR Pay Level (All Figures in Rs.) |
| Multi-Tasking Staff | Multi-Tasking Staff | 18,000 - 56,900 [L-1] |
| Assistant | Assistant | 25,500 - 81,100 [L-4] |
| Executive Assistant | Senior Assistant | 35,400 - 1,12,400 [L-6] |
| Assistant Manager | Section Officer | 44,900 - 1,42,400 [L-7] |
| Manager | Assistant Registrar | 56,100 - 1,77,500 [L-10] |
| Senior Manager | Deputy Registrar | 78,800 - 2,09,200 [L-12] |
| Assistant Director | Registrar | 1,31,100 – 2,16,600 [L-13a] or 1,44,200 – 2,18,200 [L-14] |
| Associate Director | Professor / Senior Professor | 1,44,200 - 2,18,200 [L-14] or 1,82,200 - 2,24,100 [L-15] |

Table-2: AcSIR Basic Salary Structure and Annual Increments Table

| Position | MTS | Assistant | Executive Assistant | Assistant Manager | Manager | Senior Manager | Assistant Director | | Associate Director | |
|---------------------------|--------|-----------|---------------------|-------------------|----------|----------------|--------------------|----------|--------------------|----------|
| Level | 1 | 4 | 6 | 7 | 10 | 12 | 13a | 14 | 14 | 15 |
| <i>All figures in Rs.</i> | | | | | | | | | | |
| 1. | 18,000 | 25,500 | 35,400 | 44,900 | 56,100 | 78,800 | 1,31,100 | 1,44,200 | 1,44,200 | 1,82,200 |
| 2. | 18,500 | 26,300 | 36,500 | 46,200 | 57,800 | 81,200 | 1,35,000 | 1,48,500 | 1,48,500 | 1,87,700 |
| 3. | 19,100 | 27,100 | 37,600 | 47,600 | 59,500 | 83,600 | 1,39,100 | 1,53,000 | 1,53,000 | 1,93,300 |
| 4. | 19,700 | 27,900 | 38,700 | 49,000 | 61,300 | 86,100 | 1,43,300 | 1,57,600 | 1,57,600 | 1,99,100 |
| 5. | 20,300 | 28,700 | 39,900 | 50,500 | 63,100 | 88,700 | 1,47,600 | 1,62,300 | 1,62,300 | 2,05,100 |
| 6. | 20,900 | 29,600 | 41,100 | 52,000 | 65,000 | 91,400 | 1,52,000 | 1,67,200 | 1,67,200 | 2,11,300 |
| 7. | 21,500 | 30,500 | 42,300 | 53,600 | 67,000 | 94,100 | 1,56,600 | 1,72,200 | 1,72,200 | 2,17,600 |
| 8. | 22,100 | 31,400 | 43,600 | 55,200 | 69,000 | 96,900 | 1,61,300 | 1,77,400 | 1,77,400 | 2,24,100 |
| 9. | 22,800 | 32,300 | 44,900 | 56,900 | 71,100 | 99,800 | 1,66,100 | 1,82,700 | 1,82,700 | |
| 10. | 23,500 | 33,300 | 46,200 | 58,600 | 73,200 | 1,02,800 | 1,71,100 | 1,88,200 | 1,88,200 | |
| 11. | 24,200 | 34,300 | 47,600 | 60,400 | 75,400 | 1,05,900 | 1,76,200 | 1,93,800 | 1,93,800 | |
| 12. | 24,900 | 35,300 | 49,000 | 62,200 | 77,700 | 1,09,100 | 1,81,500 | 1,99,600 | 1,99,600 | |
| 13. | 25,600 | 36,400 | 50,500 | 64,100 | 80,000 | 1,12,400 | 1,86,900 | 2,05,600 | 2,05,600 | |
| 14. | 26,400 | 37,500 | 52,000 | 66,000 | 82,400 | 1,15,800 | 1,92,500 | 2,11,800 | 2,11,800 | |
| 15. | 27,200 | 38,600 | 53,600 | 68,000 | 84,900 | 1,19,300 | 1,98,300 | 2,18,200 | 2,18,200 | |
| 16. | 28,000 | 39,800 | 55,200 | 70,000 | 87,400 | 1,22,900 | 2,04,200 | | | |
| 17. | 28,800 | 41,000 | 56,900 | 72,100 | 90,000 | 1,26,600 | 2,10,300 | | | |
| 18. | 29,700 | 42,200 | 58,600 | 74,300 | 92,700 | 1,30,400 | 2,16,600 | | | |
| 19. | 30,600 | 43,500 | 60,400 | 76,500 | 95,500 | 1,34,300 | | | | |
| 20. | 31,500 | 44,800 | 62,200 | 78,800 | 98,400 | 1,38,300 | | | | |
| 21. | 32,400 | 46,100 | 64,100 | 81,200 | 1,01,400 | 1,42,400 | | | | |
| 22. | 33,400 | 47,500 | 66,000 | 83,600 | 1,04,400 | 1,46,700 | | | | |
| 23. | 34,400 | 48,900 | 68,000 | 86,100 | 1,07,500 | 1,51,100 | | | | |
| 24. | 35,400 | 50,400 | 70,000 | 88,700 | 1,10,700 | 1,55,600 | | | | |
| 25. | 36,500 | 51,900 | 72,100 | 91,400 | 1,14,000 | 1,60,300 | | | | |
| 26. | 37,600 | 53,500 | 74,300 | 94,100 | 1,17,400 | 1,65,100 | | | | |
| 27. | 38,700 | 55,100 | 76,500 | 96,900 | 1,20,900 | 1,70,100 | | | | |
| 28. | 39,900 | 56,800 | 78,800 | 99,800 | 1,24,500 | 1,75,200 | | | | |
| 29. | 41,100 | 58,500 | 81,200 | 1,02,800 | 1,28,200 | 1,80,500 | | | | |
| 30. | 42,300 | 60,300 | 83,600 | 1,05,900 | 1,32,000 | 1,85,900 | | | | |
| 31. | 43,600 | 62,100 | 86,100 | 1,09,100 | 1,36,000 | 1,91,500 | | | | |
| 32. | 44,900 | 64,000 | 88,700 | 1,12,400 | 1,40,100 | 1,97,200 | | | | |
| 33. | 46,200 | 65,900 | 91,400 | 1,15,800 | 1,44,300 | 2,03,100 | | | | |
| 34. | 47,600 | 67,900 | 94,100 | 1,19,300 | 1,48,600 | 2,09,200 | | | | |
| 35. | 49,000 | 69,900 | 96,900 | 1,22,900 | 1,53,100 | | | | | |
| 36. | 50,500 | 72,000 | 99,800 | 1,26,600 | 1,57,700 | | | | | |
| 37. | 52,000 | 74,200 | 102,800 | 1,30,400 | 1,62,400 | | | | | |
| 38. | 53,600 | 76,400 | 105,900 | 1,34,300 | 1,67,300 | | | | | |
| 39. | 55,200 | 78,700 | 109,100 | 1,38,300 | 1,72,300 | | | | | |
| 40. | 56,900 | 81,100 | 112,400 | 1,42,400 | 1,77,500 | | | | | |

A4. SALARY-FIXATION FOR EXISTING EMPLOYEES

- Pay fixation in the revised scale, without change in designation, shall be fixed by placement at a level with equivalent figure at the revised scale; and if no such cell is available in the revised pay matrix level to which he/she is being migrated to, he/she shall be placed at the next higher cell in that pay level.
- No arrears for the period prior to April 01, 2024 shall be payable.
- The employees shall be eligible for consideration under the “**Extension of Contract and Career Progression Scheme-2024**” (ECCP Scheme) for their past service period in the

same position, which shall be counted towards consideration irrespective of the scale / pay level (previous or revised).

A5. ANNUAL INCREMENT FOR THE EMPLOYEES AT DIFFERENT SCALES

Employees shall be given one increment in their respective pay scales on completion of the Annual Performance Review at the end of each completed year of service.

A6. HOUSE RENT ALLOWANCE

All employees of AcSIR shall be eligible to draw the House Rent Allowance (HRA) on the Basic Pay at the revised rates for the X, Y, and Z category cities, as per classification of cities notified by the Govt. of India, as depicted at Table-3.

Table-3: Classification of Cities/Towns for House Rent Allowance (HRA)

| Cities / Towns Category Where an AcSIR Employee is Posted / Located | HRA per Month as a Percentage of Basic Pay |
|---------------------------------------------------------------------|--------------------------------------------|
| X | 30% |
| Y | 20% |
| Z | 10% |

For operational efficiency, it is recommended that in future revision in the rates of HRA, shall be considered by the Finance Committee as and when felt necessary.

AcSIR employees who have been allotted Govt. accommodation or are residing in a Govt. accommodation allotted to the spouse / parents, etc. shall not be eligible to draw HRA.

A7. TRANSPORT ALLOWANCE

All employees of AcSIR are eligible to draw the Transport Allowance at the rates fixed for specifically designated cities, as notified by the Govt. of India, and all other places as detailed below at Table-4.

Table-4: Eligibility for Transport Allowance (TA) at Specifically Designated Cities and All Other Places

| S. No. | Position | (Pay Level) | Eligibility for TA at Specifically Designated Cities | Eligibility for TA at All Other Places |
|---------------------------|---------------------------------|------------------------------------|------------------------------------------------------|----------------------------------------|
| <i>All figures in Rs.</i> | | | | |
| 1. | Multi-Tasking Staff (L-1) | L-1 and L-2 (below Rs. 24,200) | Rs. 1,350 | Rs. 900 |
| 2. | Multi-Tasking Staff (L-1) | L-1 and L-2 (Rs. 24,200 and above) | Rs. 3,600 | Rs. 1,800 |
| 3. | Assistant (L-4) | L-3 to L-8 | Rs. 3,600 | Rs. 1,800 |
| 4. | Executive Assistant (L-6) | | | |
| 5. | Assistant Manager (L-7) | | | |
| 6. | Manager (L-10) | L-9 and above | Rs. 7,200 | Rs. 3,600 |
| 7. | Senior Manager (L-12) | | | |
| 8. | Assistant Director (L-13a/L-14) | | | |
| 9. | Associate Director (L-14 /L-15) | | | |

For operational efficiency, it is recommended that any future revision in the rates of TA, shall be considered by the Finance Committee as and when felt necessary.

AcSIR personnel availing official transport facility, if any, shall not be eligible to draw Transport Allowance.

A8. ANNUAL PERFORMANCE INCENTIVE

As per Clause 33(2) of the AcSIR Act, 2011, “... shall have a flexible compensation system which recognises performance, as laid down in the Statutes ...”, the Annual Performance Incentive, as already implemented *w.e.f.* April 01, 2019, shall continue. The eligibility for annual performance incentive shall be the date of the completion of the annual appraisal of the employee.

Further, the decision regarding the annual performance incentive with respect to its continuance, revision, modification of percentage values, *etc.* for a particular financial year may be taken by the Director, AcSIR in consideration of the financial situation, *etc.* However, such a decision shall be taken at the beginning of the ensuing financial year, which shall be adopted through resolutions of the Finance Committee.

B. TERMINAL BENEFITS AND OTHER BENEFITS:

In compliance with the provisions under current Act and Statutes [*vide* AcSIR Statutes 2017, clause 27, item (8)(a)], the terminal and other benefits shall cover all the AcSIR employees serving at positions listed in Table-1.

Thus, the recommendations on terminal and other benefits shall cover all personnel including the Director, AcSIR.

The following Terminal Benefits shall be applicable:

- B.1 National Pension Scheme (NPS):** As per operational rules of NPS from time-to-time, NPS shall be offered to all the positions. AcSIR shall contribute 14% of the basic salary as employer's contribution to NPS.
- B.2 Gratuity:** shall be paid as per the “Gratuity Act, 1972” (as amended from time-to-time).
- B.3 Leave Encashment:** Encashment of accumulated earned leave (EL) up to a maximum of 300 days on the last salary drawn at the time of completion of tenure or cessation of services to AcSIR. *Note that this is a revision from a maximum of 200 days, as per earlier rules (2019).*

The following Other Benefits shall also be applicable:

- B.4 Medical Benefits:** (as depicted at Table-5):
 - a) **Reimbursement of Medical Insurance Premium:** Revision in the annual rates was recommended.

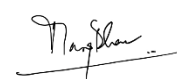
- b) **Reimbursement of Medical Expenses for OPD:** As a *new* introduction, the employees shall be eligible for reimbursement of annual Medical Expenses that do not require hospitalization *w.r.t.* Outpatient Treatments (OPD) and regular medical needs, including consultations, medicines, and diagnostic tests for self and immediate dependent family members, through submission of bills.

Table-5: Maximum Reimbursable Amount of Medical Insurance Premium and Reimbursement of Medical Expenses for OPD

| S. No. | Position / Pay Level | Reimbursement of Medical Insurance Amount (Per Year) | Reimbursement of Medical Expenses for OPD |
|---------------------------|---------------------------------------------------------|------------------------------------------------------|-------------------------------------------|
| <i>All figures in Rs.</i> | | | |
| 1. | Director | Rs. 40,000 | Rs. 20,000 |
| 2. | Assistant Director & Associate Director (L-13a to L-15) | Rs. 40,000 | Rs. 20,000 |
| 3. | Manager & Senior Manager (L-10 to L-13) | Rs. 30,000 | Rs. 15,000 |
| 4. | Executive Assistant & Assistant Manager (L-6 to L-9) | Rs. 20,000 | Rs. 10,000 |
| 5. | Multi-Tasking Staff & Assistant (L-1 to L-5) | Rs. 10,000 | Rs. 10,000 |

The employee shall necessarily be the holder of a medical insurance policy. However, he/she may include his/her immediate dependent family members as additional beneficiaries in the same policy. In case of two or more immediate members of a family serving with AcSIR, they may choose to take medical insurance separately and individual reimbursement of the premium amount shall be done as per Table-5.

- B.6 Casual Leave:** 12 numbers of casual leave (CL) shall be admissible in a calendar year (January to December) on pro-rata basis. Unused CL days at the end of the calendar year will lapse and these cannot be carried forward to the following year.
- B.7 Gazetted and Restricted Holidays:** These shall be those as notified / adopted by CSIR-HQ /CSIR/ICMR/Institute every year, as applicable to their place of work. The number of restricted holidays shall be limited to two per calendar year.
- B.8 Earned Leave:** Employees are entitled to 30 days of earned leave per calendar year. This is accrued on prorata basis at the rate of 2.5 days per month. Unused earned leave may be carried forward to the following year(s).
- Earned leaves can be availed in a single stretch of up to a maximum of 90 days only. In very exceptional cases, the Director, AcSIR may permit availing earned leaves beyond 90 days after duly recording the reasons for permitting the same.
- B.9 Maternity Leave:** Maternity leave is admissible to female employees with less than two surviving children on production of a medical certificate from an authorized medical doctor or on legal adoption of child up to 1 year of age on production of relevant proof of adoption. The maternity leave period shall be granted with full salary and it shall be counted as service



for annual increments. However, during the period of maternity leave, she shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.

Maternity leave can be availed up to a maximum of 180 days at a stretch. Also, the starting date of maternity leave cannot be before 55 days of due delivery date as indicated by the authorized medical doctor. For adoption case, the starting date for admissible maternity leave will be the date of legal adoption.

Maternity leave not exceeding 45 days may also be granted to female employees (irrespective of the number of surviving children) during her entire service contract period (including extension of 5-year contract periods, if applicable) in case of miscarriage including abortion, after it has occurred, on production of medical certificate from an authorized medical doctor.

B.10 Paternity Leave: Paternity leave is admissible to male employees with less than two surviving children on production of a medical certificate from an authorized medical doctor or on legal adoption of child up to 1 year of age on production of relevant proof of adoption. Paternity leaves up to a maximum of 15 days at a stretch. It can be availed before or up to 6 months from the date of delivery of the child as certified by the authorized medical doctor or up to 6 months from the date of legal adoption.

B.11 Compensatory Leave: The provision of compensatory leave to Executive Assistants shall be discontinued.

B.12 Leave Without Salary: In exceptional cases, if the employee has exhausted all the leaves due to him/her, he/she may be allowed to avail leave without salary (LWS) for a maximum period of up to 60 days with prior approval of the Director, AcSIR who shall duly record the reasons for permitting the same.

The period of leave without salary shall be treated as continuation of contract/service and shall not count towards any other benefits (financial or otherwise) but shall be included with respect to terminal benefits. The date of annual appraisal and consideration for increment as well as annual performance incentive shall shift to the extent of the duration of approved leave without salary but the date of completion of contract shall not change / shift.

C. TRAVELLING ALLOWANCES

It is recommended that the TA/DA rules and entitlement shall be at par with the prevailing Government of India rules, and as amended from time-to-time, covering the following components:

C.1 The ceiling on the reimbursement of daily allowances payable during travel for official work is given in **Table 06**.

Table 06: Rates of Ceiling on Reimbursement of Daily Allowances During Travel

| AcSIR Personnel | Accommodation Charges | Travelling Charges | Lumpsum Amount (per day) |
|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------------------------------|--------------------------|
| Director; Associate Director (L-14 <u>or</u> L-15); Assistant Director (L-14) | Rs. 9,375/- | AC Taxi charges as per actual expenditure commensurate with official engagements for travel within the city | Rs. 1,500/- |

| AcSIR Personnel | Accommodation Charges | Travelling Charges | Lumpsum Amount (per day) |
|-------------------------------------------------------|-----------------------|-------------------------------------------------------------------------|--------------------------|
| Assistant Director (L-13a); Senior Manager (L-12) | Rs. 5,625/- | AC taxi charges upto 50 km/ day for travel within the city | Rs. 1,250/- |
| Manager (L-10) | Rs. 2,813/- | Non-AC taxi charges upto Rs. 423/- per day for travel within city | Rs. 1,125/- |
| Assistant Manager (L-7); Executive Assistant (L-6) | Rs. 938/- | Non-AC taxi charges upto Rs. 281/- per day for travel within city | Rs. 1,000/- |
| Assistant (L-4); Multi-Tasking Staff (L-1) | Rs. 563/- | Non-AC taxi charges upto Rs. 141/- per day for travel within city | Rs. 625/- |

Wherever possible, accommodation at CSIR and other guest houses shall be availed.

C.2 Reimbursement of accommodation charges: For the level of Assistant Manager and below, the amount of claim (up to the ceiling) on travelling charges may be paid without the production of vouchers, but against a self-certified claim only indicating the period of stay, name of the dwelling, *etc.* Additionally, in Class X cities (as designated by GoI from time-to-time) the ceiling for all employees up to the level of Assistant Manager shall be Rs. 1,250/- per day on production of relevant vouchers.

C.3 Reimbursement of travelling charges: For the level of Assistant Manager and below, the amount of claim (up to the ceiling) on travelling charges may be paid without the production of vouchers, against a self-certified claim only indicating the period of travel, type of vehicle, vehicle number, *etc.*

C.4 Lumpsum amount: No separate reimbursement of food bills. No vouchers shall be required.

C.5 TA on Tour: TA on tour is from residence/duty point at home station to duty point at the distant station and *vice versa*.

1. In case of places not connected by rail, travel by AC bus shall be permitted for all those entitled to travel by AC-2 tier and above by train, and travel by Deluxe/ordinary bus shall be permitted for all others.
2. In case of road travel between places connected by rail, travel by any means of public transport is allowed, provided the total fare does not exceed the train fare by the entitled class.
3. All employees are allowed to travel below their entitled class of travel.

The entitlements for travel for different levels/designations are given in **Table 07:**

Table 07: Entitlements for Travel for Official Work

| AcSIR Designation | Air | Rail | Road |
|----------------------------------------------------------------------------------------|------------------------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Director; Associate Director (L-14 <u>or</u> L-15); Assistant Director (L-14) | Business/Club Class | AC 1 st Class/ Executive Class (in Shatabdi & other Premium trains) | Actual fare by any type of public bus including AC bus OR At prescribed rates of AC Taxi when the journey is actually performed by AC Taxi OR At prescribed rates for auto- rickshaw for journeys by auto- rickshaw, own car, own scooter, motorcycle, moped, <i>etc.</i> |
| Assistant Director (L-13a); Senior Manager (L-12) | Economy | AC 1 st Class/ Executive Class (in Shatabdi & other Premium trains) | Same as above |
| Manager (L-10); Assistant Manager (L-7); Executive Assistant (L-6) | Economy Class | AC-II Tier/ Chair Car (in Shatabdi & other Premium trains) | Same as above with the exception that journeys by AC Taxi are not permissible |
| Assistant (L-4); Multi-Tasking Staff (L-1) | -- | AC-III Tier /AC Chair Car (or equivalent) | Actual fare by ordinary public bus only OR At prescribed rates for auto- rickshaw for journeys by auto- rickshaw, own car, own scooter, motorcycle, moped, <i>etc.</i> |

C.6 RATES FOR ROAD MILEAGE

1. For journeys performed by own car/taxi: Rs. 30.00 per km.
2. For journeys performed by auto-rickshaw, own scooter: Rs. 15.00 per km.

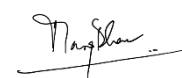
C.7 POWER OF GRANTING EXCEPTIONS

Notwithstanding the above guidelines of entitlement, the Director, AcSIR may permit higher ceiling of entitlement for travel and accommodation in consideration of urgency, nature of task/assignment, constraint, cost, time involved, *etc.*

For operational efficiency, it is recommended that any future revision in the rates of TA/DA and/or entitlements, shall be considered by the Finance Committee, as and when necessary.

D. INTRODUCTION OF CONTINGENT ADVANCE TO EMPLOYEES

The employees may be allowed to draw an advance to meet sudden unexpected personal contingencies in their family, like demise or hospitalization of self / family member beyond that is covered by medial insurance. In such cases, an employee may apply for an advance, equal to a maximum of 3 months basic pay (with a ceiling of Rs. 1.50 Lakhs), which shall be interest



free and shall have flexible repayment terms. The eligibility for the grant of this advance may be restricted till the post of Senior Manager, having the following terms and conditions:

- a) Grant of Advance equivalent to a maximum of 3 month's basic pay with a ceiling of Rs. 1.50 lakhs.
- b) The advance may be granted only once during a 5-year contract tenure of the employee and has to be adjusted / remitted during the remaining period of the employment contract.
- c) There should be no outstanding advance in the name of the employee from the previous term.
- d) Advance may be granted with a surety bond signed by two fellow employees or against the Terminal Benefits payable to the employee.

E. FINANCIAL SUPPORT TO AcSIR EMPLOYEES FOR TAKING UP COURSES FOR ENHANCEMENT OF SKILL SETS AND CAREER ADVANCEMENTS

The AcSIR employees may be granted financial assistance for meeting the tuition fees towards enrollment in degree / diploma / certificate / program / courses for enhancement of skill sets and career advancements up to a maximum of Rs. 50,000 per employee. This financial support is limited to only once during the employee's 5-year period of contract employment. Considering the firm end date of the contract, Director, AcSIR may consider granting permission on case-to-case basis, keeping in view the residual period of the contract.

The employee shall seek prior approval before enrollment while justifying the suitability and relevance of the proposed degree / diploma / certificate / program / courses by a process of recommendation through the concerned reporting officer and Associate Director to the Director, AcSIR. Based on the specific approval of the degree / diploma / certificate / program / courses, such financial assistance may be then granted to meet the tuition fees on reimbursement basis after payment of the fees is made by the employee and production of the receipts.

As a first-time measure, Director, AcSIR may consider granting such financial assistance towards meeting tuition fees of degree / diploma / certificate / program / courses on a case-to-case basis to an employee, for enrollment made after April 01, 2024 and before the formal approval of this provision, after post-facto recommendation process justifying the suitability and relevance of the proposed degree / diploma / certificate / program / courses by the concerned reporting officer of the employee and Associate Director as well as meeting the conditions as given below.

The employees shall be allowed to enroll in such courses / programs subject to meeting the following conditions:

1. The employee has to ensure that enrollment into such academic course / program shall not affect the regular work assigned to him / her at AcSIR.
2. In case the employee is unable to complete this course within the regular period or if he/she leaves AcSIR without completing the course for which AcSIR has granted financial assistance (including resignation or termination of employment contract), the employee shall have to refund the full amount paid by AcSIR, with interest from the date on which AcSIR gave the financial assistance amount. The rate of interest to be charged for this purpose shall be the prevalent interest rate for the Public Provident Fund (PPF).

3. The employee must furnish a signed surety bond that he/she shall continue to work at AcSIR for at least 3 years after successful completion of the course. Failure to so continue to work for 3 years will require him/her to refund the amount paid by AcSIR, with interest from the date on which AcSIR gave the financial assistance amount. The rate of interest to be charged for this purpose shall be the prevalent interest rate for PPF.
4. The employee shall necessarily submit the required documentation verifying the successful completion of the enrolled course / program and confirm the same to AcSIR in writing.

F. AMBIGUITY, CLARIFICATION, AND INTERPRETATION

In case of any ambiguity requiring clarification on the recommendations, the interpretation of the Director, AcSIR shall be final.

A handwritten signature in black ink, appearing to read 'Nagendra', with a horizontal line extending to the right.