

सीएसआईआर -मानवसंसाधनविकाससमूह(CSIR HRDG)

सीएसआईआरकाम्प्लेक्स, लाइब्रेरीएवेन्यू, पूसा

(CSIR COMPLEX, LIBRARY AVENUE, PUSA)

नईदिल्ली 110 012(NEW DELHI-110012)

No. HRDG/Fellowship/Com/2022

Date:31<sup>st</sup> March 2023

OFFICE MEMERANDUM

(कार्यालय जापन)

SUB: Clarification on CSIR fellowship guidelines-reg;

विषय: सीएसआईआरफेलोशिपदिशानिर्देशोंपरस्पष्टीकरण

Ref (i) Revised guidelines available on CSIR-HRDG Website at link  
<https://www.csirhrdg.res.in/Home/Index/1/Default/2925/60>

Ref (ii) Old guidelines available on CSIR-HRDG website at link  
[Microsoft Word - Fellowship Guidelines Old English.docx \(csirhrdg.res.in\)](https://www.csirhrdg.res.in/Microsoft%20Word%20-%20Fellowship%20Guidelines%20Old%20English.docx)

In continuation of CSIR HRDG OM of even number dated 10<sup>th</sup> Feb 2023, it is brought to kind notice of all concerned that revised guidelines referred at (i) above are effective from 1<sup>st</sup> March 2023 except the clause of CONTINGENCY. Contingency in reimbursement mode is applicable to prior cases also as per procedure mentioned under REVISED guidelines. In addition to other clauses mentioned under revised guidelines, upgradation/continuation/extension etc. of CSIR fellows whose date of assessment is after 1<sup>st</sup> March 2023 will be dealt as per provision in revised Guidelines.

सीएसआईआर एचआरडीजी समसंख्यक कार्यालय जापन दिनांक 10 फरवरी, 2023 के अनुक्रम में यह ध्यान में लाया जाता है कि ऊपर उल्लिखित संशोधित दिशानिर्देश आकस्मिकता के खंड को छोड़कर 1 मार्च 2023 से प्रभावी हैं। आकस्मिकता प्रतिपूर्ति के नए दिशा-निर्देशों के तहत प्रक्रिया के अनुसार पूर्व मामलों पर भी लागू होती है। संशोधित दिशा-निर्देशों के अंतर्गत उल्लिखित अन्य खंडों के अतिरिक्त, उन्नयन/निरंतरता/विस्तार आदि 1 मार्च, 2023 से नए दिशा-निर्देशों के प्रावधानों के अनुसार किया जाएगा।

Further, old guidelines referred at (ii) above are effective up to 28<sup>th</sup> Feb 2023 except Contingency. Contingency in reimbursement mode is applicable to prior cases also as per procedure mentioned under REVISED guidelines. In addition to other clauses mentioned under old guidelines, up gradation/continuation/extension etc. of CSIR fellows (whose date of assessment is upto 28<sup>th</sup> Feb 2023) will be dealt as per provision mentioned in old Guidelines.

इसके अलावा, ऊपर उल्लिखित पुराने दिशानिर्देश आकस्मिकता को छोड़कर 28 फरवरी 2023 तक प्रभावी हैं। आकस्मिकता प्रतिपूर्ति के नए दिशा-निर्देशों के तहत प्रक्रिया के अनुसार पूर्व मामलों पर भी लागू होती है। पुराने दिशा-निर्देशों के अंतर्गत उल्लिखित अन्य खंडों के अतिरिक्त,

31/03/2023

उन्नयन/निरंतरता/विस्तार आदि (जिनके मूल्यांकन की तारीख 28 फरवरी 2023 तक है) को पुराने दिशानिर्देशों में उल्लिखित प्रावधानों के अनुसार किया जाएगा।

It is also mentioned here that the clauses pertaining to receipt of re-imbusement of annual contingency grant and medical facility will also be applicable to fellows availing CSIR's JRF-NET, JRF-GATE, SPMF, SRF-DIRECT, RA and other fellowships.

यह भी उल्लिखित किया जाता है कि वार्षिक आकस्मिक अनुदान और चिकित्सा सुविधा की प्रतिपूर्ति से संबंधित खंड सीएसआईआर के जेआरएफ-नेट, जेआरएफ-गेट, एसपीएमएफ, एसआरएफ-डायरेक्ट, आरए और अन्य फैलोशिप का लाभ उठाने वाले अध्येताओं पर भी लागू होंगे।

Brief procedure for assessment under old and revised guidelines are appended below.

पुराने और संशोधित दिशानिर्देशों के तहत मूल्यांकन के लिए संक्षिप्त प्रक्रिया नीचे दी गई है।

28/03/2023

(Nita Singh) नीता सिंह

Under Secretary, EMR-I

अवरसचिव, ईएमआर-I

Copy to:

- 1) All Vice Chancellor/ Registrar/ Directors of institute and fellows through HRDG website.
- 2) PS to DG, CSIR
- 3) PS to JS(A) CSIR
- 4) PS TO FA CSIR
- 5) PS to Head, HRDG
- 6) Policy Division, CSIR Hqrs.
- 7) SIC (EMR)
- 8) Sr. Dy. FA
- 9) Head IT: for uploading on HRDG website.
10. Office Copy

Fellowship guidelines are available of CSIR-HRDG Website for detailed procedure. However, requirement for assessment for fellows whose assessment are covered under old and revised guidelines are briefly mentioned as under:

PROCEDURE	UNDER OLD GUIDELINES Available at link Microsoft Word - <a href="https://www.csirhrdg.res.in/Fellowship_Guidelines_Old_English.docx">Fellowship Guidelines Old English.docx</a> ( <a href="https://www.csirhrdg.res.in">csirhrdg.res.in</a> )	UNDER NEW GUIDELINES available at link <a href="https://www.csirhrdg.res.in/Home/Index/1/Default/2925/60">https://www.csirhrdg.res.in/Home/Index/1/Default/2925/60</a>
<p>(a) Upgradation from JRF to SRF</p> <p>(b) Continuation as JRF</p> <p>Documents are to be uploaded on NEW FMS portal. No other mode will be accepted.</p>	<p>As per CSIR-fellowship guidelines on completion of two years as JRF, the following documents are required to be uploaded on New FMS through Maker/Checker of the fellow's institute.</p> <p>(I) Recommendations of Three members' assessment/Expert committee report. (available at above link)</p> <p>(II) Two years progress report (available at above link)</p> <p>(III) PhD registration Certificate (available at above link)</p>	<p>As per CSIR-fellowship guidelines on completion of two years as JRF, the following documents are required to be uploaded on New FMS Portal through Maker/Checker of the fellow's institute.</p> <p>(I) Recommendations of Three members' assessment/Expert committee report (ANNEXURE-V at above link)</p> <p>(II) Two years progress report (ANNEXURE -VI at above link)</p> <p>(III) PhD registration Certificate (ANNEXURE-III at above link)</p>
	<ul style="list-style-type: none"> <li>• APPLICABLE TO THOSE FELLOWS WHOSE DATE OF ASSESSMENT IS UPTO 28<sup>TH</sup> FEB 2023</li> <li>• Such cases are to be processed upto August 2023 as per guidelines</li> </ul>	<ul style="list-style-type: none"> <li>• APPLICABLE TO THOSE FELLOWS WHOSE DATE OF ASSESSMENT IS FROM 1<sup>ST</sup> MARCH 2023</li> </ul>

**Time line: SIX MONTHS**

Non-compliance of CSIR norms for submission of annual progress report along with other requisite documents within six months after completion of yearly tenure may result in **termination** of fellowship/associateship.

**Time line: SIX MONTHS**

**Subject to condition that**

“tenure of the JRF may be continued further for six months on the condition that an undertaking by the concerned institution assuring that they would conduct the three-member assessment committee and submit the report in the next six months”

“In case assessment report is not received till the end of the third year, the fellowship shall stand terminated without further notice.

- Fellows and host institutions are strongly advised to complete the Assessment and submit the **report timely** to avoid delays.
- Nonetheless, to minimize the hardship to students, fellows are given six months from the time of completion of the second year of JRF to submit the Assessment Evaluation Report.
- During this period (**six months**) he/she shall be getting fellowship of JRF, subject to **submission of online attendance certification** by Host Institute on the portal as usual procedure for fellowship.

Fourth year extension	<ul style="list-style-type: none"> <li>• Documents for forth and fifth year are to be uploaded on NEW FMS portal. No other mode will be accepted.</li> </ul> <p><b>Time line : SIX MONTHS</b></p> <ul style="list-style-type: none"> <li>• NON-compliance of CSIR norms for submission of annual progress report within six months after completion of yearly tenure may result in <b>termination</b> of fellowship/associateship.</li> <li>• Extension of tenure for the 4th year of SRF (NET) will be on the basis of the progress report and recommendation of the guide. <b>(Annexure-IV at above link)</b></li> </ul>	<ul style="list-style-type: none"> <li>• No need to upload any document. On receipt of APR(Annexure-VI) from fellows, maker/checker has to click declaration on NEW FMS portal.</li> <li>• Same process is to be followed for fourth and fifth year extension</li> </ul> <p><b>Time line: SIX MONTHS</b></p> <ul style="list-style-type: none"> <li>• Non-compliance of CSIR norms for submission of annual progress report within six months after completion of yearly tenure may result in <b>termination</b> of fellowship/associateship</li> <li>• Extension of tenure for the <b>fourth and fifth</b> year extension of SRF (NET) will be on the basis of the progress report <b>(Annexure-VI at above link)</b> and recommendation of the guide. <b>Declaration on NEW FMS Portal to be clicked in case of fourth and fifth year extension.</b></li> </ul>
Fifth year extension	<p><b>Time line: SIX MONTHS</b></p> <ul style="list-style-type: none"> <li>• Noncompliance of CSIR norms for submission of annual progress report along with other requisite documents within six months after completion of <b>yearly tenure will be resulted in termination of fellowship/associateship</b></li> </ul> <p>The 5th year extension as SRF(NET) is permissible on the recommendation of a three member assessment Committee and progress report duly supported by publications in the form of reprints/preprints/manuscripts of the paper published, accepted or communicated for publication <b>(Annexure-IV and Annexure-V at above link).</b></p>	<ul style="list-style-type: none"> <li>• The annual progress report for continuation from third to fourth and from fourth to fifth year is to be <b>maintained by the Host Institute.</b></li> </ul>