

The following amendments to the CDFD Bye-Laws received from time to time from DBT as per the details given below :

Sl. No.	Amended Clause No.	Subject	DBT Letter No. & Date
1.	Appendix – 3 of Bye-Laws	Composition of CDFD Society, Governing Body (GB), Finance Committee (FC) and Scientific Advisory Committee (SAC)	No. AID-25021/2/2020-AIPSU-DBT dated 12.10.2020 and
2.	Appendix – 3 of Bye-Laws	Composition of Finance Committee and Scientific Advisory Committee (SAC)	No. AID-25021/2/2020-AIPSU-DBT dated 22.06.2021
3.	Clause 12 (ii) of Annexure – 3 (Recruitment Rules) of Bye-Laws	Appointing Authority and Approving Authority for all posts in Level 14 and above	No. AI-110221/1/2020-AIPSU-DBT dated 30.12.2020
4.	Clause No. 27 of Chapter – IV of Buy-Laws	Scientific Positions for Retired Scientists – Distinguished Professor / Scientist and Chair Professor / Scientist in Ministry of Science & Technology & Ministry of Earth Sciences and their Institutes and Laboratories : Guidelines and emoluments – Reg.	No. AID-99013/28/2019-JS-DBT dated 15.03.2021
5.	Clause No. 16 (iii) of Recruitment Rules	Promotion for Technical Cadre	No. AI-99013/29/2021-AIPSU-DBT dated 01.09.2021



No. AID-25021/2/2020-AIPSU-DBT

Dated: 12.10.2020

To

The Director(s)/Executive Director(s)/CEO/Managing Director(s):-

1. Centre for DNA Fingerprinting & Diagnostics (CDFD), Hyderabad
2. National Brain Research Centre (NBRC), Manesar
3. Institute of Life Science (ILS), Bhubaneswar
4. National Institute of Immunology (NII), New Delhi
5. National Centre for Cell Science (NCCS), Pune
6. Institute of Bioresources & Sustainable Development (IBSD), Manipur
7. National Institute for Plant Genome Research (NIPGR), New Delhi
8. Rajiv Gandhi Centre For Biotechnology (RGCB), Thiruvananthapuram
9. National Institute of Animal Biotechnology (NIAB), Hyderabad
10. Translational Health Science and Technology Institute (THSTI), Gurgaon
11. Regional Centre for Biotechnology (UNESCO) (RCB), Gurgaon
12. National Institute of Biomedical Genomics (NIBMG), Kalyani
13. National Agri-Food Biotechnology Institute (NABI), Mohali, Punjab
14. Institute for Stem Cell Biology and Regenerative Medicine (InStem), Bangalore
15. Center of Innovation and Applied Bioprocessing (CIAB), Mohali, Punjab

Subject:- **Maintaining the uniformity in Bye-Laws of all AIs under the administrative control of DBT .-reg**

Reference:- **Letter No. AID-25021/2/2020-AIPSU-DBT, Dated: 07.10.2020 stands cancelled.**

Sir/Madam,

I am directed to say that the matter for maintaining the uniformity in Bye-laws of all the Autonomous Institutes (AIs) was under consideration in the Department. The Hon'ble Minister for Science and Technology has approved the following:-

- (i) In case of recruitments made by an officiating Director/Executive Director/Chief Executive Officer of the Autonomous Institutes (AIs), the same shall be reviewed by the Chairperson of the Governing Body/Governing Council of such AI after having been examined by Joint Secretary (Administration) and Financial Advisor in the Department of Biotechnology (DBT).
- (ii) All Governing Bodies and Governing Councils of AIs shall, henceforth, be named only as **Governing Body**. Also it needs to be ensured that the composition of the Societies, Finance Committee (FC) and Scientific Advisory Committee (SAC) of AIs follow a uniform pattern.
- (iii) The four bodies viz. Society, Governing Body, Finance Committee and Scientific Advisory Committee in each of the AIs shall have the following composition, namely:

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SOCIETY

Sl. No.	Designation
1.	President: Union Minister for Science & Technology
Official Members (Ex-Officio)	
2.	Minister in-charge of the Department handling Biotechnology matters in the State where respective AI is situated.
3.	Secretary, Department of Biotechnology, Government of India
4. to 5.	Two Secretaries of Government of India from the Departments/Ministries of Government of India pertaining to Health Research (DHR), Scientific & Industrial Research (DSIR), Science & Technology (DST), Agricultural Research & Education (DARE), Animal Husbandry & Dairying (DAH&D), to be invited by Chairperson of the Governing Body.
6.	Principal Secretary in-charge of the Department handling Biotechnology in the State where respective AI is situated.
7.	Joint Secretary (Administration), Department of Biotechnology, Government of India
8.	Financial Adviser, Department of Biotechnology, Government of India
9.	Director/Executive Director/Chief Executive Officer of the respective AI (Member Secretary)
Nominated Members	
10. to 15.	Six members nominated by President of the Society for a term of three years or as decided by the President of the Society

GOVERNING BODY

Sl. No.	Designation
1.	Chairperson: Secretary, Department of Biotechnology, Government of India
Official Members (Ex-Officio)	
2.	Joint Secretary (Administration), Department of Biotechnology, Government of India
3.	Financial Adviser, Department of Biotechnology, Government of India
4.	Scientist 'G'/H' level officer of Department of Biotechnology, Government of India working as Scientific Coordinator of respective AI
5.	Director/Executive Director/Chief Executive Officer of the respective AI
6.	Senior-most Scientist of the respective AI
7.	Nodal Officer of respective AI in DBT
8.	Head in-charge of Administration of the respective AI (Member Secretary)
Nominated Members	
9. to 12.	Four experts nominated by the President of the Society for a term of three years or as decided by the President of the Society

FINANCE COMMITTEE

Sl. No.	Designation
1.	Chairperson: Financial Adviser, Department of Biotechnology, Government of India
Official Members (Ex-Officio)	
2.	Scientist 'G'/'H' level officer of Department of Biotechnology, Government of India working as Scientific Coordinator of respective AI
3.	Director/Executive Director/Chief Executive Officer of the respective AI
4.	Head in-charge of Administration of the respective AI
5.	Senior Finance Officer of the respective AI (Member Secretary)
Nominated Members	
6.	Director/Executive Director/Chief Executive Officer of another AI of Department of Biotechnology, Government of India nominated by Chairperson of the Society
7. to 8.	Two experts with Finance background nominated for a term of two years or as decided by President of the Society

SCIENTIFIC ADVISORY COMMITTEE (SAC)

Sl. No.	Designation
1.	Chairman – An eminent scientist decided by Society in its annual meeting for term of three years and/or as decided by Society.
2.	Scientist 'G'/'H' level officer of Department of Biotechnology, Government of India working as Scientific Coordinator of respective AI
3.	Director/Executive Director/Chief Executive Officer of the respective AI (Member Secretary)
Nominated Members	
4. to 7.	Four Permanent invitees from amongst the experts in the Governing Body of respective AI nominated by Chairperson of the Governing Body
8. to 12	Five Experts (including one from overseas) nominated for a term of three years or as decided by President of the Society

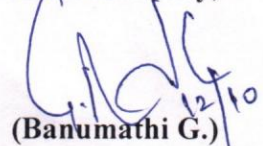
- (iv) The proposal for all nominations to be made by President of the Society of all AIs should be put up by Secretary, Department of Biotechnology latest by 30th April of each year or within a fortnight of the vacancy as and when it occurs.
- (v) The promotion of Technical Cadre is being looked after in detail by Dr. Goel Committee, and hence the promotion of Technical Cadre under MANAS are deferred till further orders.

- (vi) It was observed that some of the AIs have different provisions in the RRs (under Clause 4 of RRs) wherein residency period of 100-50% or 50% spent on contract are counted for confirmation and promotion. In order to maintain uniformity among all AIs under DBT, the Hon'ble Minister for Science & Technology has approved the following:-

“All the appointments on regular positions be done on PROBATION. Full period on probation will be counted towards promotion etc. The initial period of probation will be 02 years that can be extendable by another 01 year.”

2. The Hon'ble Minister for Science & Technology has desired that suitable action may be taken by DBT and all AIs to give effect to these directions. All Bye-Laws stand amended to this extent.
3. The Registrar of Societies and/or all competent authorities be apprise about these changes as and where required after due modification of relevant documents within next five working days.
4. **All AIs are therefore, requested to incorporate the above provisions in their Memorandum of Association (MoA), Bye-laws and Recruitment Rules (RRs) under intimation to this Department.**
5. For fresh composition of current committees, names of ex-officio members and suitable names to be included in panel for nominated members, to be sent to Hon'ble Minister be sent along with a short CV within next ten days. The compliance report may also be submitted to this Department by 15.10.2020 positively.

Yours faithfully,



(Banumathi G.)

Deputy Secretary to the Govt. of India

Ph. No. 2436 4062

Copy for information to-

- (i) PS to Hon'ble Minister for Science & Technology and Earth Sciences
- (ii) Sr. PPS to SBT.
- (iii) PPS to SS&FA, DBT.
- (iv) PPS to JS(A), DBT.
- (v) Scientific Coordinator/Program Officer/Nodal Officer of AIs under DBT.

No. AID-25021/2/2020-AIPSU-DBT
Government of India
Ministry of Science and Technology
Department of Biotechnology

Block No. 6-8th, CGO Complex,
Lodhi Road, New Delhi- 110003
Dated : 22.06.2021

To

The Director(s)/Executive Director(s)/CEO/Managing Director(s):-

1. Centre for DNA Fingerprinting & Diagnostics (CDFD), Hyderabad
2. National Brain Research Centre (NBRC), Manesar
3. Institute of Life Science (ILS), Bhubaneswar
4. National Institute of Immunology (NII), New Delhi
5. National Centre for Cell Science (NCCS), Pune
6. Institute of Bioresources & Sustainable Development (IBSD), Manipur
7. National Institute for Plant Genome Research (NIPGR), New Delhi
8. Rajiv Gandhi Centre For Biotechnology (RGC), Thiruvananthapuram
9. National Institute of Animal Biotechnology (NIAB), Hyderabad
10. Translational Health Science and Technology Institute (THSTI), Gurgaon
11. Regional Centre for Biotechnology (UNESCO) (RCB), Gurgaon
12. National Institute of Biomedical Genomics (NIBMG), Kalyani
13. National Agri-Food Biotechnology Institute (NABI), Mohali, Punjab
14. Institute for Stem Cell Biology and Regenerative Medicine (InStem), Bangalore
15. Center of Innovation and Applied Bioprocessing (CIAB), Mohali, Punjab

Subject:- Maintaining the uniformity in Bye-Laws of all AIs under the administrative control of DBT .-reg

Sir/Madam,

I am directed to refer to this Department's letter of even no. dated 12.10.2020 on the above mentioned subject and to state that the Sl. No. 6 mentioned in the composition of Finance Committee may read as under:-

S. No.	Name of the Body and serial number of the provision	Existing Provisions	To be substituted with
(1)	(2)	(3)	(4)
1	Finance Committee (FC)	The Director/ Executive Director/ Chief Executive Officer of another AI of DBT is to be nominated by Chairperson of Society.	The Director/ Executive Director/ Chief Executive Officer of another AI of DBT is to be nominated by the Chairperson of the Governing Body.

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2. I am further directed to stated that Sl. No. 1 mentioned in the composition of Scientific Advisory Committee may be read as under:-

S. No.	Name of the Body and serial number of the provision	Existing Provisions	To be substituted with
(1)	(2)	(3)	(4)
1	Scientific Advisory Committee (SAC)	Chairman – An eminent scientist decided by Society in its annual meeting for term of three years and/or as decided by Society	Chairman – An eminent scientist decided by Society in its annual meeting or by President of Society for term of three years

3. The other terms and conditions of the above mentioned letter dated 12.10.2020 shall remain unchanged.

4. This issues with the approval of the Competent Authority.

Yours faithfully,



(Subodh Kumar Ram)
Under Secretary to the Govt. of India
Tel: 24360983

Copy for information to-

- (i) PS to Hon'ble Minister for Science & Technology and Earth Sciences
- (ii) Sr. PPS to SBT.
- (iii) PPS to AS&FA, DBT.
- (iv) PPS to JS(A), DBT.
- (v) Scientific Coordinator/Program Officer/Nodal Officer of AIs under DBT.



No. AI-11022/1/2020-AIPSU-DBT

Dated: 30.12.2020

To,

The Director,
Centre for DNA and Fingerprinting Diagnostics (CDFD),
Hyderabad

Subject: Corrigendum to Annexure-3 (Recruitment Rules) of Bye-laws of CDFD, Hyderabad - regarding.

Sir,

I am directed to refer to this Department's letter No. BT/AI/15022/02/2019 dated 22.11.2019 regarding forwarding of approved Bye-laws of CDFD, Hyderabad and to state that for maintaining the uniformity of Bye-laws and RRs of all AIs under DBT, the following modification under **the Clause 12 (ii) of Annexure-3 (Recruitment Rules) of Bye-laws of CDFD** has been approved by the Competent Authority:-

FOR	READ
(ii) For all posts in Level 14 and above: Director, with the approval of the Governing Council.	(ii) For all posts in Level 14 and above: Chairman, Governing Council with the approval of the Minister in-charge of the Department of Biotechnology, Govt. of India.

2. In view of the above, the above modification may kindly be enclosed/attached in the Bye-laws of CDFD for future references.

Yours faithfully,

(Banumathi G.)

Deputy Secretary to the Govt. of India

Copy to:- Nodal Officer of CDFD (Dr. Onkar Nath Tiwari, Scientist 'E', DBT)



No.AID-99013/28/2019-JS-DBT

Dated: 15.03.2021

To

The Director(s)/Executive Director(s)/CEO/Managing Director(s):-

1. Centre for DNA Fingerprinting & Diagnostics (CDFD), Hyderabad
2. National Brain Research Centre (NBRC), Manesar
3. Institute of Life Science (ILS), Bhubaneswar
4. National Institute of Immunology (NII), New Delhi
5. National Centre for Cell Science (NCCS), Pune
6. Institute of Bioresources & Sustainable Development (IBSD), Manipur
7. National Institute for Plant Genome Research (NIPGR), New Delhi
8. Rajiv Gandhi Centre For Biotechnology (RGCB), Thiruvananthapuram
9. National Institute of Animal Biotechnology (NIAB), Hyderabad
10. Translational Health Science and Technology Institute (THSTI), Gurgaon
11. Regional Centre for Biotechnology (UNESCO) (RCB), Gurgaon
12. National Institute of Biomedical Genomics (NIBMG), Kalyani
13. National Agri-Food Biotechnology Institute (NABI), Mohali, Punjab
14. Institute for Stem Cell Biology and Regenerative Medicine (InStem), Bangalore
15. Center of Innovation and Applied Bioprocessing (CIAB), Mohali, Punjab

Subject:- **Scientific Positions for Retired Scientists – Distinguished Professor/Scientist and Chair Professor/Scientist in Ministry of Science and Technology & Ministry of Earth Sciences and their Institutes and Laboratories: Guidelines and emoluments-reg.**

Sir/Madam,

I am directed to forward herewith a copy of O.M. No. SR/S9/Z-09/2019 dated 11.09.2020 from Department of Science and Technology (DST), New Delhi on the above mentioned subject and to state that the scheme to utilize the expertise of retired person who had made outstanding scientific/research in Science & Technology shall be applicable to all AIs under this Department.

2. All AIs are requested to follow the guidelines on the appointment of retired Scientists as per the scheme in above referred O.M. of DST immediately.

Yours faithfully,


15/3/21

Encl: As above.

(Subodh Kumar Ram)

Under Secretary to the Govt. of India

Tel: 2436 0983

SR/S9/Z-09/2019
Government of India
Ministry of Science & Technology
Department of Science & Technology

Technology Bhavan
New Mehrauli Road
New Delhi-110016

Dated: 11 September 2020

OFFICE MEMORANDUM

Subject: Scientific Positions for Retired Scientists - Distinguished Professor / Scientist and Chair Professor / Scientist in Ministry of Science and Technology & Ministry of Earth Sciences and their Institutes and Laboratories: Guidelines and emoluments


A scheme to utilize the expertise of retired scientists who had made outstanding scientific / research contribution in Science & Technology has been approved for implementation in Departments / Ministries and their constituent institutions and laboratories under the Ministry of Science and Technology and Ministry of Earth Sciences. The scheme offers two types of positions, namely, Distinguished Professor / Scientist and Chair Professor / Scientist to retired scientists. The Scheme is open to eligible professors / scientists retired or nearing retirement in National research labs / institutes / Departments and academic institutions including the Laboratories / Institutes / Headquarters of the concerned Ministry / Department / Agency.

2. The details of the scheme including remuneration and other entitlements, minimum eligibility and responsibility, tenure, method of selection and other guidelines are given in *Annexure*.

3. The scheme would be implemented in Departments / Ministries and their constituent institutions and laboratories under the Ministry of Science and Technology and Ministry of Earth Sciences. This may be used as guidelines by other Ministries / Departments / Agencies as per their requirements and may adopt following their due processes of appraisal and approval mechanisms.

4. Ministry of Science and Technology & Ministry of Earth Sciences and their Departments, Institutes and Laboratories should ensure that all existing schemes of similar purpose for retired scientists should be brought within the ambit of the present scheme, immediately.

5. This issues with the approval of the Hon'ble Union Minister for Science & Technology, Earth Sciences and Health & Family Welfare vide E-Office No. E 26931 dated 12.06.2020 & 04.09.2020.


(Dr Praveenkumar S)
Scientist F / SERC

Tele: 011 – 26963695, praveen@nic.in

To

1. All Scientific Ministries / Departments
2. All Heads of DST
3. Senior PPS to Secretary, DST
4. Heads of Als of DST / Secretary, SERB
5. IFD, DST / CCA / PAO, DST

1. The Scheme

The scheme inducts retired scientists in two streams, one based on skill sets (in-house) and other on knowledge, which flows into the system from outside.

2. Positions

- (i) The Scheme offers two types of positions, namely, Distinguished Professor / Scientist and Chair Professor / Scientist to retired scientists. The Department / Agency name may be prefixed with the position.
- (ii) Scientists retired in the pay level 15 and above (HAG & above) are eligible for Distinguished Professor / Scientist whereas scientists retired in the pay level 13A and above (Scientist F & above) are eligible for Chair Professor / Scientist.

3. Number of positions

Each Department / Agency should assess their requirement of number of positions keeping the interests of the institution first and not that of the retired individual. The positions should not be part of the sanctioned manpower of the Department / Agency. Budget provision shall be made through due allocation of the Department / Agency year to year. As a general rule, the following principle should be followed:

- (i) The number of positions should be limited to 25% of the total number of Scientists who have retired from the Ministry / Department and their constituent laboratories / institutes. Scientists who are at the rank of Scientist 'F' or above at the time of retirement are taken into account for arriving at the total number of retired scientists. The decimal numbers, if any are to be rounded off to the next larger whole number. To begin with, the total number of scientists who have retired in the last three years may be considered for deciding the number of positions to be made available in 2 levels, namely, Distinguished Professor/ Scientist and Chair Professor/ Scientist. A uniform cut-off date proceeding three years from 01.07.2020 may be taken for this purpose. Further on, the number of scientists retired between two consecutive selection events would be taken into account for arriving at the number of positions. Within the overall number, the Minister, concerned shall decide the number of positions in each level.
- (ii) Not less than one-third of the positions will be awarded to scientists who do not belong to the Department or constituent laboratories concerned. However, in exceptional cases, this can be relaxed purely based on scientific merits such as non-existence of specialized knowledge outside the Dept./Lab. In such cases 100% positions can be offered to retired scientists from within the Department or constituent laboratories. Secretary of the concerned Department shall decide such relaxation.



4. Remuneration and other entitlements, Minimum Eligibility and Responsibility

The monthly remuneration shall be payable on lump sum basis without any allowances other than the Travel Allowance. The list of categories and other entitlements admissible to them shall be as under: -

Sl. No.	Position	Monthly remuneration on lump sum basis (Rs.)	Minimum Eligibility	Responsibility
1	X Distinguished Professor / Scientist	Amount equal to 'last pay drawn minus pension' with an upper-limit of Rs. 2.0 lakh	Scientist / Technologist / Professor, retired or due to retire (within 3 months from the date of advertisement) from Scientific / Academic Institutions & National Laboratories in the Pay Level 15 and above (HAG & above) or equivalent. The applicant whose expertise is desired in the lab / institution shall be an eminent scientist well known for his/her scientific contributions and leadership nationally and internationally in their field.	The incumbent will be responsible to provide his / her expertise in overseeing, reviewing different scientific and technical activities of the Department / Agency concerned. He / She will provide guidance / support in the implementation of the Departmental programmes. He / she will continue his/her own research in area consistent with overall mandate of the Department concerned.
2	X Chair Professor / Scientist	Amount equal to 'last pay drawn minus pension' with an upper-limit of Rs. 1.5 lakh	Scientist / Technologist / Professor, retired or due to retire (within 3 months from the date of advertisement) from Scientific / Academic Institutions & National Laboratories in the Pay Level 13A and above (Scientist F & above) or equivalent. The applicant whose expertise is desired in the lab / institution should have a demonstrated background in the areas as per the requirement. He / she should have expertise and proven work experience and appropriate background in the specified research area in demand.	The incumbent will be responsible to provide his / her expertise in overseeing, reviewing different scientific and technical activities of the Department / Agency concerned. He / She will undertake research and development activities relevant to the Department concerned.

Note: X refers to the Name of Department / Agency.



5. **Tenure:** The initial tenure of the incumbents under the scheme shall be for a period of three years, renewable every year based on the fulfilment of quantifiable deliverables as per the terms and conditions of appointment. The term of Distinguished Professor / Scientist & Chair Professor / Scientist shall be extendable only by two additional years after review. The maximum tenure in no circumstances shall exceed 5 years including broken periods, if any.

6. **Method of Selection**

(i) Stream I for in-house retirees: The Director / Head of the Institution shall send his/her nomination to the Department / Ministry concerned. In case of retiring Directors / Head of the Institutions to be considered, the Secretary of the Department / Ministry may nominate him/her for consideration in the same institution or outside within the Ministry / Department.

Stream II for bringing outside knowledge into the system: The Department / Ministry should give an open advertisement to seek applications. These calls need not to be given yearly. It is to be ensured that one-third of the positions are to be filled over a period of 5 years.

(ii) A Screening Committee of the following composition shall be constituted by the concerned Department/Agency for selection, after approval by the Union Minister concerned:

Secretary of the concerned Department	-	Chair
Three subject experts	-	Members
Joint Secretary / Equivalent Scientist in charge of Autonomous Institutions of the concerned Department	-	Member Secretary

(iii) A Search-cum-Selection Committee of the following composition shall be constituted by the concerned Department/Agency for selection, after approval by the Union Minister concerned:

Eminent person of National repute	-	Chair
Secretary of the concerned Department	-	Member
One Secretary from Scientific Department (Serving or Retired)	-	Member
Three subject experts	-	Members
Joint Secretary / Equivalent Scientist in charge of Autonomous Institutions of the concerned Department	-	Member Secretary

7. **Drawal of Pension:** A retired employee, who is conferred with any of the above positions, shall continue to draw pension and the dearness relief on pension during the tenure of Distinguished Professor / Scientist or Chair Professor / Scientist as per one's entitlement and regulated as per the Pension Rules. His / her engagement to any of the above positions shall not be considered as a case of re-employment.



8. **Allowances:** The individuals engaged under the Scheme shall not be entitled for payment of any kind of allowances such as Dearness Allowance, House Rent Allowance, Government Accommodation, Medical Reimbursement, Telephone/Broadband reimbursement etc. except for Transport Allowance as described:

Distinguished Professor / Scientist and Chair Professor / Scientist shall be entitled to draw Transport Allowance at the rate of Rs. 15,750 pm. The allowance will not be admissible for the calendar month(s) wholly covered by leave. They would not be provided any other mode of transport facility.

9. **Travel Entitlement:** The travel entitlement will be regulated as per entitlement at the time of their retirement under the rules. TA/DA shall also be paid as per their entitlement at the time of their retirement under the rules and in accordance with the government guidelines issued from time to time. The travel on work for the concerned Department / Agency shall only be considered on duty.
10. **Travel Abroad:** The travel assistance would not cover any international travel. The foreign visit of Distinguished Professor/ Scientist and Chair Professor/ Scientist, on the third party sponsorship (partial/full), which is not relevant to the concerned Department, shall be approved by Secretary on the recommendation of the concerned Director / Head of the Institution. And likewise, for private visit abroad (at own expense), prior permission of the Secretary based on the recommendation of the Institute Director / Head shall be necessary. In both cases, the period of absence shall be adjusted and regulated against the leave due. There shall be option to either debiting of remuneration or debiting of entitled leave during the absence.
11. **Extension:** The incumbent will submit a request for extension elaborating the work done in the intervening period with emphasis on notable achievements made, if any. A Committee comprised of a Senior most scientist in the Department and two external subject experts consider the request for extension. The evaluation report of the Committee along with recommendation of the Secretary of shall be put up to Minister concerned for approval of extension.
12. **Nature of support:** In addition to remuneration as specified at section 4, the Distinguished Professor / Scientist and Chair Professor / Scientist will be supported with a research / contingency grant of Rs. 5.0 lakh per annum.
13. **Leave:** The incumbent shall attend the office for not less than 200 working days of the lab/establishment to which they are reporting. They shall be entitled to leave of absence of 30 days in a calendar year akin to Earned Leave. The leave may be availed with the sanction of concerned Director / Head of the Institute. For tenure less than a year, the period shall be adjusted on pro-rata basis. The grant of leave beyond these limits and only under exceptional circumstances shall be at the discretion of Minister of the Department concerned. No leave shall be



accumulated, and no remuneration shall be awarded during such leaves, however the period shall be counted towards total tenure.

14. Appointing Authority

Secretary of the Department / Ministry appoints the Distinguished Professor / Scientist, and Chair Professor / Scientist with the approval of the Minister concerned.

15. Tenure Extending Authority

Secretary of the Department / Ministry extends the tenure of the Distinguished Professor / Scientist, and Chair Professor / Scientist with the approval of the Minister concerned.

16. General Guidelines

- (i) Distinguished Professor / Scientist and Chair Professor / Scientist are eligible to be posted and work in any of the Indian Institutions including the Laboratories / Headquarters of the concerned Department / Agency.
- (ii) The role of the incumbents shall be limited to the core scientific and technical activities of the concerned Department. They may be enabled with necessary infrastructural support including internet, access to Library, etc., to carry out the assignments.
- (iii) They shall take part in technical and scientific reviews in the capacity as Chairman, Member or Invitee.
- (iv) They shall not be assigned with any functional designations like Deputy Director, Group Director, Division Head, Project Director, Deputy Project Director, Chief General Manager, General Manager.
- (v) They shall not be vested with any administrative powers such as leave sanctioning, tour approval, APAR assessment (Reporting, Reviewing & Countersigning), approval for forwarding of any administrative matter.
- (vi) They shall not exercise any financial powers including those specified in the purchase and stores procedures.
- (vii) The individual should not be receiving any other honorarium/ fellowship from any Government sources like J.C Bose Fellowship, National Science Chair etc. while holding the position of Distinguished Professor / Scientist or Chair Professor / Scientist.
- (viii) The individual shall not be allowed to hold any regular position with any private company or government organization while holding the position.



- (ix) The office support and other infrastructural facilities viz; telephone, broadband, computer shall be provided by the concerned Lab/Establishment/Unit.
- (x) For participating in seminars/symposia/conferences/workshops, meetings/talks in non-Departmental capacity within India, the incumbents shall obtain prior consent of Secretary. They may avail a 15 days' period in a year for attending government (out-of-Departmental) commitments with an option to either debiting of remuneration or debiting of entitled leave during the absence. This is an annual ceiling and would not be carried forward. No expenditure for the aforesaid purposes shall be borne by Department including travel, TA/DA and conference fee etc. However, they can take avail the hospitality/TA/DA from the sponsoring agency.
- (xi) They shall not be authorized for honorarium in lieu of his / her participation in any committee of the concerned Department.
- (xii) The service of Distinguished Professor/ Scientist and Chair Professor/ Scientist may be terminated at any time during the tenure by Minister concerned, without assigning any reasons. The notice period of one month shall be given in such termination. They can also resign with the prior notice of one month. The payment of one month's remuneration in lieu of notice period by either side or if shorter notice than one month, the remuneration shall be paid on the prorata basis.
- (xiii) Offer of appointment shall be issued by Ministry / Department giving the details of scope of work, qualitative and quantifiable deliverables, administrative controls, place of work, remuneration etc.
- (xiv) They shall submit the following technical reports of the work carried out by them during the tenure.
- a. Self-attested Yearly Plan of technical deliverables/milestones envisaged for the current year at the beginning of tenure and at the commencement of every fellowship year on renewal of the tenure.
 - b. Self-attested Half-Yearly Progress Report of milestones achieved, attendance details, leave availed etc.
 - c. Annual Report in details on technical work carried out vis-a-vis quantifiable deliverables projected in the original proposal/tenure at the end of every year.
- (xv) In respect of Distinguished Professor/ Scientist and Chair Professor/ Scientist (or similarly designated) presently serving in any of the Departments under Ministry of Science & Technology and Ministry of Earth Sciences or its constituent institutions and laboratories, their engagement/contract shall cease to exist on the date of completion of their present tenure, and no further extension of term/tenure shall be considered, other than the procedure prescribed in the OM.



(xvi) Any subject matter not covered in the guidelines, shall be referred to DST for clarification, and if entails financial outgo, shall only be proceeded with prior consultation with IFD, DST.

A handwritten signature in black ink, consisting of a large, stylized initial 'D' followed by a series of horizontal strokes.

AI-99013/29/2021-AIPSU-DBT
Government of India
Ministry of Science and Technology
Department of Biotechnology

Block No. 6-8th, CGO Complex,
Lodhi Road, New Delhi- 110003
Dated :01.09.2021

To

The Director(s)/Executive Director(s)/CEO/Managing Director(s):-

1. Centre for DNA Fingerprinting & Diagnostics (CDFD), Hyderabad
2. National Brain Research Centre (NBRC), Manesar
3. Institute of Life Science (ILS), Bhubaneswar
4. National Institute of Immunology (NII), New Delhi
5. National Centre for Cell Science (NCCS), Pune
6. Institute of Bioresources & Sustainable Development (IBSD), Manipur
7. National Institute for Plant Genome Research (NIPGR), New Delhi
8. Rajiv Gandhi Centre For Biotechnology (RGCB), Thiruvananthapuram
9. National Institute of Animal Biotechnology (NIAB), Hyderabad
10. Translational Health Science and Technology Institute (THSTI), Gurgaon
11. Regional Centre for Biotechnology (UNESCO) (RCB), Gurgaon
12. National Institute of Biomedical Genomics (NIBMG), Kalyani
13. National Agri-Food Biotechnology Institute (NABI), Mohali, Punjab
14. Institute for Stem Cell Biology and Regenerative Medicine (InStem), Bangalore
15. Center of Innovation and Applied Bioprocessing (CIAB), Mohali, Punjab

Subject:- Maintaining the uniformity in Bye-Laws of all AIs under the administrative control of DBT -reg.

Sir,

I am directed to refer this Department's letter No.AID-25021/2/2020-AIPSU-DBT dated 12.10.2020 on the above mentioned subject. The para 1 (v) of the referred letter dated 12.10.2020 mentioned that the promotion of Technical Cadre is being looked after in detail by Dr. Goel Committee, and hence the promotion of Technical Cadre under MANAS are deferred till further orders.

2. There were many representation received from the various Autonomous Institutes (AIs) under DBT with request to permit to consider the cases of technical staff for promotion under MANAS till the finalization of the new policy by Dr. Goel Committee i.e. UCPS since some of their employees have completed residency period required for considering promotion under MANAS.

3. The matter has been considered in the Department and it has been decided with the approval of the Hon'ble Minister of State (I/C) for Science & Technology and Earth Sciences for continuation/implementation of promotion of Technical Cadre under Merit and Normal Assessment Scheme (MANAS) in all Autonomous Institutes under DBT wherever MANAS is applicable under the current approved scheme as per their Approved RRs till the approval of recommendations of Dr. Goel Committee Report i.e. Uniform Career Progression Scheme (UCPS).

Yours faithfully,



(Subodh Kumar Ram)

Under Secretary to the Govt. of India
Ph. No. 2436 0983