

**INDIAN COUNCIL OF MEDICAL RESEARCH (ICMR)**

Dated: September, 2020

In exercise of the powers vested, the President of the Council hereby makes the following rules, namely:

**1. Short title and commencement**

(a) These rules may be called the Health Research Scientists Cadre Rules, 2007 of Indian Council of Medical Research

(b) They shall come into force on the appointed day to be notified by the Director General.

**2. Definitions.** -In these rules, unless the context otherwise requires-

(a) "**Assessment Board**" means the Assessment Board constituted by the Director General, under clause (b) of sub rule (iv) of rule 7;

(b) "**Authorized Permanent Strength**" in relation to any Grade means the strength of permanent unspecified posts in that Grade against which substantive appointments may be made;

(c) "**Cadre**" means the Health Research Scientists Cadre (HRSC) of ICMR;

(d) **DG** means the Director General of the Indian Council of Medical Research appointed by the Central Government;

(e) "**Discipline**" means the subject in which Scientists are assessed for promotion;

(f) "**Duty post**" means any post whether permanent or temporary included in Schedule II;

(g) "**FR**" means the Fundamental Rules

(h) "**Government**" means the Department of Health Research;

(i) "**ICMR**" means The Indian Council of Medical Research;

(j) "**Internal Screening Committee**" means the Committee constituted under clause (g) of sub-rule (ii) of rule 7;

(k) "**Peer Review Committee**" means the Committee constituted by the DG under clause (d) of sub-rule (IV) of rule 7;



(l) "**Recruitment Board**" means the Board constituted by DG under clause (a) of sub-rule (vi) of rule 7;

(m) "**Schedule**" means a Schedule to these rules;

(n) "**Scheduled Castes and Scheduled Tribes**" have the same meaning assigned to them in clauses (24) and (25) respectively of article 366 of the Constitution of India.

### 3. Grades, authorized strength and its review

(a) The posts included in the Cadre, their numbers and scale of pay, shall be as specified in **Schedule I**.

(b) After the appointed day, the authorized permanent strength of various grades shall be such as may, from time to time, be determined by the Government.

(c) The DG may make temporary adjustments by making additions or deletions to the strength of various grades, as deemed necessary from time to time.

(d) The DG may include in the Cadre any post other than those included in **Schedule I** or exclude from the Cadre a post included in the said Schedule with the prior approval of the Government.

### 4. Members of the Cadre

(i) The following Scientists shall be members of the Cadre, namely:-

(a) A Scientist who is already in service shall on commencement of these rules, be deemed to be a member of the Cadre in the corresponding grade, from the date of such appointment.

(b) Those appointed to the Cadre on the appointed day, under rule 7, from the appointed day.

(c) Those appointed to duty posts after the appointed day, from the date they are so appointed.

(ii) Those appointed under rule 5 or clauses (a), (b) and (c) above shall be members of the Cadre in the corresponding grade, from the date of such appointment.

(iii) The DG may, when considered necessary, appoint such number of eminent Scientists or Technologists and experts as Advisors or as Emeritus Scientists in addition to the existing chairs as may be decided by the Executive Committee on terms and conditions to be decided by the DG.



## 5. Method of recruitment

Recruitment to the Cadre shall be made by one or more of the following methods and the method of recruitment on each occasion shall be decided by the DG in the light of qualifications and job specifications for the particular post, namely: -

- (a) By promotion;
- (b) By direct recruitment or campus recruitment;
- (c) By absorption of suitable officers from Ministries or Departments under the Central Government State Government or Autonomous Organizations of the Central Government or State Government, or recognized Research Institutes or Universities;
- (d) By deputation or on contract of suitable experts or officers or Scientists and technologist from the Central or State by Departments or recognized Autonomous Organizations of the Central Government or State Government or Research Institutes or Universities;
- (e) By absorption of suitable officers who were appointed on deputation or contract by the method mentioned in clause (d) above.

## 6. Initial constitution of the Cadre

- (a) All Group 'A' scientific officers in ICMR on the date of commencement of these rules shall be deemed to have been appointed to the cadre in the posts or grades corresponding to those which they were holding on regular basis.
- (b) To the extent the authorized permanent strength of various grades in the Cadre is not filled at the time of the initial constitution, it shall be filled in accordance with rule 7.

## 7. Future maintenance of the Cadre

- (i) After the initial constitution of the Cadre has been completed by the appointment of officers in accordance with rule 6, vacant posts shall be filled in the manner as hereinafter provided ---

(a) Hundred percent vacant posts in the grade of Scientist 'B' shall be filled by direct recruitment or campus recruitment or deputation or contract by absorption of suitable officers who were initially appointed on deputation or contract.  
**(Amended vide ICMR order No.6/15/2003-Admn.II (Part.I) dated 8.2.2017)**

(b) The posts in grade of Scientist 'C', 'D', 'E', 'F', 'G' and 'H' shall be filled by any of the methods specified in rule 5, the method of recruitment shall be decided upon by the DG on each occasion depending on specific requirements and workload. However, post of Director shall always be filled by Direct Recruitment. For posts involving special qualifications, as the interest of the state and



objectives of the council are of paramount importance, the DG shall decide the mode of filling up the posts, taking into consideration, competence required of the incumbent of the post, the task to be achieved and availability of candidates with requisite qualifications and experience both within the cadre and outside.

The post of Director shall be filled by direct recruitment. The Scientist 'G' promoted under FCS can be appointed as Director temporarily till the post of Director is filled on regular basis. The appointment to the post of Director/Scientist 'G' shall be made with the approval of the Minister of Health & Family Welfare and appointment up to level of Scientist 'F' shall be with the approval of DG, ICMR.

(Amended vide ICMR order No.6/15/2003-Admn.II dated 24.12.2014)

(ii)

(a) Promotion from one grade to the next higher grade in the Cadre up to the grade of Scientist 'G' shall be made under the "Flexible Complementing Scheme" from amongst the Scientists (as defined in annex-II) possessing the educational qualifications as given in Schedule III in accordance with the criteria prescribed for such promotions by the Government vide Department of Personnel and Training Office Memorandum Number 2/41/97-PIC dated the 9 November, 1998, and No. AB-14017/37/2008-Estt dated 10.9.10 as amended from time to time. Promotion from 1.1 2011 shall be as per the OM dated 10.9.10.

(Reference ICMR order No.6/15/2003-Admn.II dated 10.9.2012)

(b) There shall be two level of assessment under FCS. The first one shall be at internal level for screening purpose and next level of assessment shall be by Assessment Boards with majority of external experts possessing expertise in the field. The emphasis has to be placed on achievements as evaluated by an independent peer group rather than seniority.

(c) Scientists doing management/administrative work in the Council will not be considered for up gradation under FCS, they should only be given benefit under Modified Career Progression Scheme (MACPS). Also scientists considered but does not found fit for up gradation under FCS can be considered under MACPS after completing 10, 20 & 30 years of service. The scientist who has been granted GP under MACPS can be considered for next grade under FCS according to the eligibility and other provisions of FCS. The assessment under FCS for next grade would only be three times and thereafter the scientist would be covered under MACPS.

(d) The Modified Assessment Career Progress on Schemes (MACPS) notified vide O.M.No.35034/3/2008-Estt (D) dated 19.5.2009 would also be applicable to Scientist covered under FCS. It will provide an alternate channel for Scientists and will maintain the rigors of assessment under FCS. Implementation of MACP as per OM of DOP&T dated 10.9.10 as modified from time to time is explained below:-

- A scientist 'B' is considered but does not get up-gradation under the FCS. He would be entitled to grade Pay of Scientist 'C', 'D' and 'E' on completion

of 10/20/30 years of service subject to provisions of MACP notified vide O.M.No.35034/3/2008-Estt.(D) dated 19<sup>th</sup> May, 2009.

- A Scientist 'B' gets up-gradation to Scientist C under FCS in second chance after 4 years. After prescribed residency, he does not qualify under FCS for three successive years for up-gradation to Scientist 'D'. After completion of ten years in the grade pay of Scientist 'C' i.e. after 14 years of service he is considered for grant of financial up-gradation to Scientist 'D' grade pay under MACPS, subject to provisions of MACP notified vide O.M.No.35034/3/2008-Estt.(D) dated 19<sup>th</sup> May, 2009. After prescribed residency of 4 years in Scientist D, he would again be considered for up-gradation to Scientist 'E' under FCS. In case he does not qualify for three successive years, he would be considered for financial up-gradation to grade pay of Scientist 'E' after completion of 10 years in the grade pay of Scientist 'D' i.e. after 24 years of service. Further up-gradation to Scientist 'F' and Scientist 'G' would only be under FCS as the Scientist would have got three up-gradations and no further up-gradation under MACPS would be permissible.

- If a scientist gets three up-gradations under the FCS scheme, there would be no claim for any further up-gradation under MACPS as the MACP scheme only allows three financial up-gradation in the hierarchy of Pay bands and grade pay on completion of 10, 20 and 30 years of service respectively.

- Scientists doing management/administrative work in the Ministries should not be considered for up-gradation under FCS, they should only be given benefit of up-gradation under MACPS.

(e) Field experience in research and development and / or experience in implementation of such scientific projects is compulsory for promotion of scientists recruited to the posts in the council to higher grades under FCS. Field experience of at least 2 years to 5 years will be essential for promotion to Scientist 'F' and Scientists 'G' respectively. Existing Scientists at Headquarters can be considered on deputation basis to the Institutes/Centers. The criteria for field experience for different scientific activities has been elaborated below.

- (i) Fundamental/basic research: Original investigation to gain new scientific knowledge, not necessarily directed towards any specific practical aim or application; working in scientific laboratories or institutes, period spent on doctoral/post doctoral degrees in basic research after joining an organization, etc would constitute field experience for the purpose of FCS.
- (ii) Applied Research: Original investigation to gain new Scientific or Technical knowledge directed towards a specific practical aim or Objective; working in scientific laboratories/institutes, period spent on doctoral/post doctoral degrees in applied research after joining an organization etc would constitute field experience for the purpose of FCS.
- (iii) Experimental Development : Application of scientific knowledge directed towards producing new or substantially improved materials, devices, products,

processes, systems or services; 'field experience' would depend on the work profile of the Department. The defining factor would be that the work is not of routine use of scientific knowledge but involves application of scientific knowledge for creation of new/innovative systems, practices, models.

(iv) S & T activities which are directly linked to R&D in terms of promoting the scientific activities and services. Working in R&D laboratories and institutions, scientific projects being operated in mission mode, working on international collaboration R&D projects etc. would constitute the field experience under FCS.

(f) Promotion to the grade of Scientist 'H' shall be subject to availability of posts.

(g) The DG shall constitute the **Internal Screening Committees** with one external member co-opted from Department of Atomic Energy, Space or DRDO as specified in Schedule IIA and IIB which shall review the confidential performance appraisal reports of Scientists including all annual work reports as per annex-I to capture scientific content of the work performed on completion of minimum residency period as on 31st August of the year to which the assessment Committees relate, as indicated below: -

Pay Matrix Level	Designation	Minimum residency Period linked to performance
Level-10 (Rs.56100-77500) GP-5400)	Scientist 'B'	Three Years
Level-11 (Rs.67700-208700) GP-6600)	Scientist 'C'	Four Years
Level-12 (Rs.78800-209200) GP-7600)	Scientist 'D'	Four Years
Level-13 (Rs.123100-205900) GP-8700)	Scientist 'E'	Five Years
Level-13A (Rs.131100-216600) GP-8900)	Scientist 'F'	Five Years
Level-14 (Rs.144200-218200) GP-10000)	Scientist 'G'	Three Years but not under FCS
Level-14 (Rs.144200-218200) GP-10000)	Head/Director	
Level-15 (Rs.182200-224100)	Additional Director General	

(iii) There shall be two level of screening viz level 1 and level 2

### Level 1 Screening (Internal)

- (a) All scientists eligible as per the provision of FCS and who meet the benchmark as prescribed in Annexure-III of DoP&T O.M.No.2/41/97-PIC dated 9.11.98 (Appendix) and as amended would be screened in initially. The Internal Screening Committee would also report on the scientific content of annual work done by the scientist in part C of the reporting format placed at Annex-III and same would be available to the external assessment board.
- (b) Provided that exceptionally meritorious candidates consistently earning not less than ninety percent in all their reports may be granted relaxation in the residency period, not exceeding one year on any single occasion on the recommendation of the Internal Screening Committees.

- (c) Provided further that such relaxation shall be limited to a maximum of two occasions in one's entire career.
- (d) **Internal Screening** shall be based on annual confidential appraisal reports for minimum residency period in the grade referred to in clause (c) of sub-rule (ii) of rule 7;
- (e) **Internal Screening Committee** shall also follow the criteria, namely:-
- (f) Scientists 'B', Scientists 'C' securing less than 60% marks on an average and Scientists 'D' and above securing less than 70% marks on an average shall not be eligible for assessment.
- (g) Relaxation up to three months in the qualifying service for eligibility for assessment shall be given to direct recruits or promotes who join after 1st September for reasons beyond their control.
- (h) All kinds of leave availed except extra ordinary leave on personal grounds shall count as qualifying service for eligibility for promotion as amended from time to time by the DoPT.
- (i) In case of permanent absorption of a Scientist taken initially on deputation in the same grade in ICMR from other Scientific Departments where Flexible Complementing Scheme is applicable, the entire regular service of that Scientist in the same grade rendered in the parent department shall be counted towards residency period.
- (j) An officer appointed on deputation in a grade higher than the one held by him on regular basis in his parent department and later permanently absorbed in the same grade in ICMR Scientists Cadre, the period spent on deputation shall be counted for residency period for promotion to the next higher grade under the flexible complementing scheme, that is, up to the level of Scientist 'G'.

## Level 2 Screening (External)

- (iv) (a) For Promotions from Scientist 'F' to Scientist 'G' who have been recommended by the Internal Screening Committee to Scientist 'G' based on Annual Work Report of the Scientific content of work done by Scientist of work done by Scientist in Part 'C' of the reporting format placed at Annexure II shall be made by the Peer Review Committee (PRC) after personal discussion and taking into consideration overall merit, achievements personality, leadership and managerial qualities etc.  
(Amended vide ICMR order No.6/15/2003-Admn.II (Pt.I) dated 10.10.2013)
- (b) The DG shall constitute an **Assessment Board** for interviewing candidates for promotion from the level of Scientist 'B' and up to the level of Scientist 'F' as specified in Schedule IIC.
- (c) More than one **Assessment Boards** may be constituted at any one time in various stations.
- (d) The DG shall constitute **Peer Review Committee** (PRC) as specified in **Schedule II D** to assess those Scientists 'F' who have completed the prescribed minimum residency period of five years and are recommended by the **Internal Screening Committee** with the approval of the Chairman for assessment for promotion to the next higher grade.
- (e) The Committee referred to in clause (d) above shall also assess those Scientists 'G', who have completed three years regular service in the grade and have been recommended by the **Internal Screening Committee**, for promotion to the post

of Scientist 'H' based on merit, achievement leadership, and managerial qualities. There shall be no assessment interview.

- (v) (a) **Assessment Boards** or Peer Committees shall be convened at least once in a year or at such intervals as may be specified by the ICMR.
- (b) **The Assessment Boards shall document specifically by summarizing the specific content of the work done justifying the merit for consideration under FCS.** The **Peer Review Committees (PRC)** shall undertake level 2 screening for assessment of scientist 'F'. **The Assessment Boards/PRC** shall certify that scientist recommended met with all the criteria for in situ up-gradation under FCS. The Assessment Board for promotion up to the level of Scientist 'F' shall submit its recommendations as 'Fit for Promotion' or 'Not Yet Fit. Provided the overall merit of the candidate as judged by the Assessment Board matches with the qualifying marks required for his residency period as given in Annexure II to DoP&T O.M. No.2/41/97-PIC dated 9.11.98, the candidate shall be recommended as "Fit for Promotion".
- (c) The Peer Review Committee, taking into consideration merit, achievements, leadership, and managerial qualities etc. shall make recommendations for promotion of Scientists 'F' who have been declared eligible by the internal Screening Committee, to the grades of Scientists 'G'.
- (d) Recommendations of the **Internal Screening/Assessment Boards** shall be implemented from 1st September of the year to which the **Assessment Board or Internal Screening Committee** relates except in those cases where specific recommendations are made by the Assessment Board or **Internal Screening Committee** regarding effective date of promotion.
- (e) The date referred to in the above sub-clause (d) shall be treated as the date of selection for the purpose of determining their seniority in the grade in respect of all Scientists cleared for promotion, provided they are on duty on that date.
- (f) Provided that the Scientists who are away on leave on the date, shall assume charge in the grade to which they are promoted with effect from the date they resume duty.
- (g) The non-assumption of duty shall not affect their date of selection or their inter-se-seniority in the higher-grade vis-à-vis the other scientists cleared for promotion by the same **Assessment Board**.
- (h) When the Scientists assessed and found fit for promotion are unable to assume charge of the higher grade on effective date for being away on study leave (combined with any other leave), sanctioned by the competent authority, for prosecuting higher studies or receiving specialized training in professional and technical subjects having a direct or close connection with the ICMR programmes, on resumption may reckon notional seniority in the higher grade from the date of his selection to that grade for the purposes of counting of residency period for considering for promotion to the next higher grade provided the DG is satisfied about the performance of the Scientist during the course of study or training.
- (i) The Scientists undergoing training abroad (under FR 51), shall be promoted to the next higher grade with effect from the date they would have been so promoted had they not proceeded on training, subject to the following conditions being fulfilled, namely:-
- (j) The period of such training is treated as duty under FR 9(6).
- (k) They have been assessed and found fit for promotion to the next higher grade by the Assessment Board or Internal Screening Committee/Peer Committee.



- (l) All the seniors, except those recommended as "Not yet Fit" for promotion to the particular grade available, have been promoted to that grade.
- (m) Under the Flexible Complementing Scheme, on promotion of a Scientist from one grade to the next higher grade, the post held by him shall stand upgraded automatically and personal to him.
- (vi) Promotion from Scientist 'G' to Scientist 'H' shall be based on the availability of the vacant posts. The post shall be filled as decided by the DG either by Direct recruitment or by promotion through selection from amongst existing Scientist 'G's. The eligibility criteria shall be three years regular service in the grade of Scientist 'G. The scientist 'G' fulfilling the requisite residency period shall be considered by the Peer Review / Selection Committee constituted as per Schedule II D.
- (vi)
- (a) The DG shall constitute a Recruitment Board for selection of Scientist 'B' to Scientist 'F' by direct recruitment under clause (b) of rule 5, and the selection shall be by interview or written test or both as specified in Schedule II E, and Recruitment of Director of Institute/Centres shall always be by DR and as per the constitution of Search-cum-Selection Committee as given at Schedule II F the candidates shall be within the age limit as specified in Schedule III and under note 2 provision for age relaxation.  
**(Amended vide ICMR order No.6/15/2003-Admn.II dated 25.11.2014)**
- (b) The educational qualifications and experience for appointment to various posts in the Cadre under the methods specified in this sub-rule shall be as specified in Schedule III. Provided that the age limit specified under column (4) of Schedule III shall not apply to the selection by methods specified in clauses (a) and (c) to (e) of rule 5.
- (c) Provided further that for specific discipline, the required qualifications and experience for the posts shall be as specified by the DG from time to time.
- (d) Provided that selection by direct recruitment through Talent Search Scheme shall be as specified in Schedule IV.
- (e) Officers appointed on deputation by the method specified in clause (d) of rule 5 shall be appointed for a period of two years which may be extended or curtailed at the discretion of the competent authority. In case where it is proposed to curtail the period of deputation, the competent authority shall record the reasons therefore in writing and give a notice in writing of his intention to do so to the concerned officer. The maximum period of deputation including period of deputation in another post held immediately preceding an appointment in the same organization or department shall not exceed five years.
- (f) Officers appointed on contract by the method specified in clause (d) of rule 5 shall be appointed initially for a period of two years, and up to a maximum period of six years. The period of contract may be extended or curtailed at the discretion of the competent authority. The period of contract may be renewed at the end of two years.
- (g) Officers appointed to the Cadre shall be liable to undergo such training and be detailed on such course of instruction in India or abroad as may be decided by the DG from time to time, for the purpose of preparing the officers to become competent and proficient to undertake work related to ICMR.



- (vi) (a) An officer detailed for training or course, the duration of which is six months or more, or an officer detailed for training outside India or with private firms or factories in India, irrespective of the duration of the training, shall be liable to refund in full the cost of training if, for any reason, during the training or within a period of five years after the completion of such training, he chooses to discontinue the services in ICMR.
- (b) The seniority of officers appointed to the Cadre under rule 5, shall be fixed by the DG, keeping in view the extant orders of the Government on the subject as amended from time to time.

#### **8. Probation**

- (a) Persons appointed to the grade of Scientist 'B' of the Cadre either by direct recruitment or through the Limited Departmental Competitive Examination or reemployment before the age of superannuation shall be on probation for a period of two years.
- (b) Persons appointed to any other grade of the Cadre, namely, Scientist 'C', Scientist 'D', Scientist 'E', Scientist 'F', Scientist 'G', Director and Scientist 'H', either by direct recruitment or by reemployment before the age of superannuation, shall be placed on probation for a period of one year.
- (c) Provided that the Competent Authority may extend or curtail the period of probation in accordance with the instructions issued by the Central Government from time to time. Provided further that in cases where it is proposed to extend the period of probation, the Competent Authority shall give notice in writing of his intention to do so, to the officer within twelve weeks after expiry of the initial or extended period of probation.
- (d) On completion of the period of probation or any extension thereof, officers shall, if considered fit, shall be confirmed against the post, if not already confirmed in the entry grade.
- (d) If, during the period of probation referred to in sub-rule (b) mentioned above or any extension thereof, as the case may be, the Competent Authority is of the opinion that a candidate is not fit for permanent appointment or if, at any time during such period of probation, or extension thereof the Competent Authority is satisfied that the candidate will not be fit for permanent appointment, on the expiry of such period of probation or extension thereof, the Competent Authority may discharge or revert the candidate to his substantive post, as the case may be or pass such orders as it deems fit.
- (i) During the period of probation, the candidates may be required to undergo such courses of training and orientation and to pass such examinations and tests (including examination in Hindi) as may be prescribed as a condition for satisfactory completion of the probation.

#### **9. Head of the Cadre**

The DG shall be the head of the Cadre and shall be responsible for deployment of officers of the cadre to the best advantage of the ICMR.

#### **10. Liability for Service**

- (a) Officers appointed to the Cadre shall be liable to serve anywhere in India or outside.
- (b) Officers, if deputed, shall be liable to serve in any other Ministry or Department of the Government of India or Corporations and Industrial Undertakings of the Government.

- (c) Persons appointed to the Cadre shall be liable to field service in respect of research, development, or production or such other work as may be approved by the DG.
- (d) Officers selected for assignments involving limited field service shall undergo such special medical checkup as may be specified, either at the time of selection or when they proceed on field service, as may be decided by the DG.

#### 11. Retirement benefits

All scientists appointed to a grade of the cadre on or before 31<sup>st</sup> December, 2003 shall be governed by the Central Civil Services (Pension) Rules 1972, as amended from time to time. Those appointed on or after 1st January 2004 shall be governed by the mandatory new pension scheme viz. "New Re-structured Defined Contribution System" as amended from time to time.

#### 12. Other conditions of Service

- (a) The other conditions of service of the members of the Cadre in respect of matters not expressly provided for in these rules, shall, mutatis-mutandis and subject to any special orders issued by the Government in respect of the Cadre, be the same as those applicable to officers (Civilian) of corresponding status in similar scientific institutions or organizations under the Government of India.
- (b) The officers of the Cadre shall be governed by the Central Civil Services (Conduct) Rules, 1964 and Central Civil Services (Classification, Control and Appeal) Rules, 1965 as amended from time to time in the matter of conduct and discipline.
- (c) The appointing authority, the authority empowered to impose penalties and the nature of penalties which can be imposed by such authority and the Appellate Authorities shall be as under:

Particulars of the post	Appointing Authority	Disciplinary authority empowered to impose penalties	Penalties which may be imposed	Appellate Authority
All Group 'A' posts carrying Grade Pay not exceeding Rs. 10000/-	Director General, ICMR	Director General, ICMR	All	President, Governing Council
All Group-'A' posts carrying Grade pay exceeding Rs. 10000/- p.m.	President, Governing Council	President, Governing Council	All	Governing Council

(Amended vide ICMR Order No.6/15/2003-Admn.II dated 24.12.2014)

- (d) All posts in the Cadre shall be classified as Group 'A' posts and shall be deemed to be scientific/technical posts for the purposes of medical standards as specified in the Medical Regulations and Medical Report form for then Indian Administrative Service, Indian Police Service, Indian Foreign Service, Indian Forest Service and the Central Services issued by the Government of India in the Ministry of Health and Family Welfare.



- (e) Request of scientists of the cadre for leave to pursue higher studies in India or abroad, which is not considered to be of any interest to ICMR, shall not be granted.
- (f) When a scientist of the cadre applies for undergoing course or training or study which is considered to have direct bearing on subjects of interest to ICMR and such study or training will, serve the interest of ICMR, although not to the extent of placing the scientist on deputation, the scientist may be granted study leave subject to conditions prescribed in CCS (Leave) Rules, 1972 as amended from time to time.

### **13. Disqualifications**

No person:

- (a) Who has entered into or contracted a marriage with a person having a spouse living; or
- (b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the Cadre:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

### **14. Power to relax**

Where the Director General, ICMR is of the opinion that it is necessary so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of persons.

**(Amended vide ICMR order No.6/15/2003-Admn.II dated 22.3.2016)**

### **15. Saving**

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions, required to be provided for the Scheduled Castes and the Scheduled Tribes and other specific categories of persons like OBC in accordance with the orders issued by the Central Government from time to time in this regard.

### **16. Interpretation**

Where any doubt arises as to the interpretation of any of the provisions of these rules, the matter shall be referred to the DG whose decision shall be final.

### **17. Power to remove difficulties**

If any difficulty arises in giving effect to the provisions of these rules, the DG may make provisions or issue such instructions consistent with the provisions of these rules, as may appear to it to be necessary or expedient for removal of the difficulty.

### **18. Repeal**

The Indian Council of Medical Research (ICMR) Research Cadre Rules, 1965 are hereby repealed.

**Schedule I**  
(See sub rule (a) of rule 3)

**Number and scales of pay of Group 'A' duty posts included in the Health Research Scientists Cadre-2007 of ICMR**

S. No.	Designation of post	Pay Matrix Level	No. of posts
1	Scientist 'B'	Level-10 (Rs.56100-77500) GP-5400)	422
2	Scientist 'C'	Level-11 (Rs.67700-208700) GP-6600)	224
3	Scientist 'D'	Level-12 (Rs.78800-209200) GP-7600)	81
4	Scientist 'E'	Level-13 (Rs.123100-205900) GP-8700)	78
5	Scientist 'F'	Level-13A (Rs.131100-216600) GP-8900)	03
6	Scientist 'G'	Level-14 (Rs.144200-218200) GP-10000)	29
7	Head/Director	Level-14 (Rs.144200-218200) GP-10000)	
8	Additional Director General	Level-15 (Rs.182200-224100)	01
<b>Total</b>			<b>838*</b>

\* Subject to variation dependent on workload.

(Amended vide ICMR Order No.6/15/2003-Admn.II dated 13.3.2014)

- (i) Promotion from one grade to the next higher grade in the Cadre upto the grade of Scientist 'G' shall be made under the **Flexible Complementing Scheme**
- (ii) DG is empowered to allocate posts to different Centres or Headquarters of ICMR

## SCHEDULE IIA

(See under clause (g) of sub-rule (ii) of rule 7)

### **Constitution of Internal Screening Committee to review the Annual Confidential Performance Appraisal Reports of Scientists 'B', 'C', 'D' and 'E'.**

- (1) A Scientist of ICMR not below the rank of Scientist 'G' nominated by the DG --- Chairperson
- (2) One Scientist not below the rank of Scientist 'F' from any ICMR, Centre or Headquarter, nominated by the DG ---Member
- (3) An external Expert (serving or retired Scientist of appropriate rank from Scientific Organizations like DRDO, ISRO, BARC etc. ---Member

*Note: The absence of any member of the Committee other than the Chairperson shall not invalidate the proceedings of the Internal Screening Committee.*



**Schedule IIB**

(See under clause (c) of sub-rule (ii) of rule 7)

**The Internal Screening Committees to review Annual Confidential Performance Appraisal Reports of Scientist 'F' and 'G'**

- (1) DG-Chairperson
- (2) Additional Director General, ICMR or Senior Scientist 'G' –Member
- (3) An external Expert (serving or retired Scientist of appropriate level from DRDO, ISRO or BARC-Member)

*Note: The absence of any member of the Committee other than the Chairperson shall not invalidate the proceedings of the Internal Screening Committee.*



**Schedule IIC**

(See under clause (a) of sub-rule (iv) of rule 7)

**The Assessment Board for assessing suitability of Scientists for promotion upto Scientist 'F' level.**

- (1) Chairperson or Co-chairperson-To be appointed by the DG
- (2) One Departmental Member – To be appointed by the DG
- (3) Three External Members-To be appointed by the DG From other Scientific or Academic Organizations

*Note1. The absence of any member of the Assessment Board other than the Chairperson or Co-chairperson shall not invalidate the proceedings of the Assessment Board.*

*Note:2. Chairperson or Co-chairperson can nominate more external members wherever it is considered necessary for proper evaluation of Scientists.*





**Schedule II D**

(See under clause (d) of sub-rule (iv) of rule 7)

**The Peer Review Committee for assessing suitability of Scientist 'F' for promotion to the next higher grade**

- (1) DG—Chairperson
- (2) Additional D G, ICM R or Scientist 'H'---Member
- (3) Two officer of the level of Secretary /Special Secretary from other Scientific Organizations --Member
- (4) An eminent Scientist or Management Specialist, nominated by the Chairperson. -- Member

**The Peer Review Committee for assessing suitability of Scientist 'G' (Rs. 18400-22400) for DR or promotion by selection to the next higher grade**

- (1) DG-ICMR --Chairperson
- (2) Two external officer of the level of Secretary or equivalent from other Scientific organizations --Members
- (3) An external eminent Scientist or Management Specialist, nominated by the Chairperson. --Member

*Note1. The absence of any member of the Peer Committee other than the Chairperson shall not invalidate the proceedings of the Peer Committee.*

*Note2. The Chairman may co-opt one or more external experts from specialized discipline for assisting the board as member.*



**Schedule II E**  
(See under clause (a) of sub-rule (vii) of rule 7)

**Recruitment Board for assessing suitability of candidates for Recruitment to the post of Scientist B to Scientist F under Health Research Scientist Cadre**

- (1) Chairperson or Co-Chairperson -To be appointed by the DG
- (2) Three External Members -(A serving or retired Scientist of appropriate rank from a Scientific Organization)-Members
- (3) One ICMR Scientists -To be nominated by the DG-Member
- (4) SC/ST rep for SC/ST candidates-Member

*Note*

- (i). *The absence of any member of the Board other than the Chairperson or Co-chairperson shall not invalidate the proceedings of the Recruitment Board.*
- (ii) *The Chairperson or Co-Chairperson may co-opt one or more external experts from specialized discipline for assisting the Board as Member.*
- (iii) *The instructions contained in DoPT O.M. No 42011/2/00174-Estt(Res) dated 13.2.2014, which provides that wherever Selection Committee/Board exists or has to be constituted for making recruitment to ten or more vacancies in any level of posts or services, it shall be mandatory to have one Member belonging to SC/ST/OBC and one Member belonging to Minority Community in such Committees/Board. Further one of the member of the Selection Committee/ Board whether from general category or from the minority community or from SC/ST/OBC should be a lady failing which a lady member should be co-opted on the Committee/Board. It may also be ensured that where the number of vacancies against which selection is to be made is less than ten, no effort should be spared in finding the SC/ST, OBC officer and the Minority Committee Officer and a lady officer, for inclusion in such Committee/Board.*
- (iv) *The selection shall be by interview or written test or both*



**Schedule II F**  
(See under clause (a) of sub-rule (vii) of rule 7)

**Recruitment Board for assessing suitability of candidates for Recruitment to the post of Director (Scientist 'G') of ICMR**

1.	Secretary, DHR and DG, ICMR	Chairman
2.	A serving or retired scientific/technical person of the rank of Secretary, DGHS, DG, AFMS or equivalent	Member
3.	An Outside Expert belonging to SC/ST category (Should be of the rank of Scientist-H/Addl. DG or equivalent (at least one rank higher than post of Director of ICMR Institutes/Centres)	Member
4.	An Outside Expert (Minorities) (Should be of the rank of Scientist-H/Addl. DG or equivalent (at least one rank higher than post of Director of ICMR Institutes/Centres)	Member
5.	An outside subject Expert (should be of the ranks higher than the post of Director of ICMR Institutes/Centres.	Member

(Amended vide ICMR order No.6/15/2003-Admn.II dated 23.1.2017)

Note: i) The instructions contained in DoPT O.M. No.42011/2/00174-Estt.(Res) dated 13.2.2014, which provides that wherever Selection Committee/Board exists or has to be constituted for making recruitment to ten or more vacancies in any level of posts or services, it shall be mandatory to have one Member belonging to SC/ST/OBC and one Member belonging to Minority Community in such Committees/Board. Further one of the member of the Selection Committee/Board whether from general category or from the minority community or from SC/ST/OBC should be a lady failing which a lady member should be co-opted on the Committee/Board. It may also be ensured that where the number of vacancies against which selection is to be made is less than ten, no effort should be spared in finding the SC/ST, OBC officer and the Minority Committee Officer for inclusion in such Committee/Board.

- ii) The selection shall be by interview.
- iii) The absence of any member of the Board other than Chairperson shall not invalidate the proceedings of Recruitment Board.
- iv) One of the members of the Selection Committee whether from general category or from the minority community or from SC/ST/OBC should invariably be a lady.



### **SCHEDULE III**

(See under clause (b) of sub-rule (vii) of rule 6)  
(Schedule-III amended vide ICMR order No.6/15/2003-Admn.II  
(Part.I) dated 8.2.2017 and 15.1.2020)

#### **1. Scientist 'B' Pay Matrix level – 10 (Rs.56100-177500) GP Rs.5400**

##### **Essential qualifications:**

##### **Qualifications for the Medical Posts:**

MBBS degree recognized by MCI.

##### **Qualifications for the Veterinarian Posts:**

B.V.Sc. & AH degree recognized by VCI

##### **Qualifications for the Dental Surgeon Posts:**

BDS degree recognized by DCI.

##### **Qualifications for the Information Technology/ Computer Science Posts:**

BE/B. Tech in Information Technology (IT)/ Computer Science (CS) from a recognized University with two (2) years research/teaching/working experience in a Govt/Public Sector/Private Institutions.

##### **Qualifications for the Non-Medical Posts:**

First Class Post Graduate degree from a recognized University in any of the subjects (specify subject/s) listed in Annexure- I

**OR**

Second Class Post Graduate with Ph.D degree from a recognized University in any of the subjects (specify subject/s) listed in Annexure- I.

##### **Upper Age limit:**

35 years.



## 2. Scientist 'C' Pay Matrix level – 11 (Rs.67700-208700) GP Rs. 6600

### Essential qualifications:

#### Qualifications for the medical posts:

MBBS degree recognized by MCI with 4 years R&D/teaching/working experience in Govt/Public Sector/Private Institutions.

#### Qualifications for the Veterinarian Posts:

BVSc & AH degree recognized by VCI with 4 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

#### Qualifications for the Dental Surgeon Posts:

BDS degree recognized by DCI with 4 years R&D/teaching/working experience in Govt./Public Sector/Private Institutions.

#### Qualifications for the Information Technology/ Computer Science Posts:

BE/B. Tech Degree in Information Technology (IT)/ Computer Science (CS) with 6 years research/teaching/working experience in a Govt/Public Sector/Private Institutions.

#### Qualifications for the non-medical posts;

First Class Post Graduate degree from a recognized University in any of the subjects (specify subject/s) listed in Annexure- I with 4 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

#### Or

Second Class Post Graduate with Ph.D from a recognized University in any of the subjects (specify subject/s) listed in Annexure- I with 4 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

#### Upper Age limit:

40 years.



**3. Scientist 'D' Pay Matrix level – 12 (Rs.78800-209200) GPay Rs. 7600**

**Essential qualifications:**

**Qualifications for the medical posts:**

MD/MS/DNB or equivalent degree\* recognized by MCI with 5 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions

**OR**

MBBS Degree recognized by MCI with Ph.D & 4 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Veterinarian Posts:**

MVSc degree recognized by VCI with 6 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Dental Surgeon Posts:**

MDS degree recognized by DCI with 5 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Information Technology/ Computer Science Posts:**

First Class Post Graduate degree in Information Technology (IT)/ Computer Science (CS) with 7 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the non-medical posts;**

First Class Post Graduate degree with Ph.D from a recognized University in any of the subjects (specify subject/s) listed in Annexure- 1 with 4 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Upper Age Limit:**

45 years.



**4. Scientist 'E' Pay Matrix Level - 13 (Rs. 123100-215900) GPay Rs. 8700**

**Essential Qualifications:**

**Qualifications for the medical posts:**

MD/MS/DNB or equivalent degree\* recognized by MCI with 7 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Veterinarian Posts:**

MVSc degree recognized by VCI with 8 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Dental Surgeon Posts:**

MDS degree recognized by DCI with 7 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Information Technology/ Computer Science Posts:**

First Class Post Graduate degree in Information Technology and Computer Science with 9 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the non-medical posts;**

First Class Post Graduate degree with Ph.D from a recognized University in any of the subjects (specify subject/s) listed in Annexure- I with 6 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Upper Age limit:**

50 years.



**5. Scientist 'F' Pay Matrix level -13-A (Rs.131100-216600) GPay Rs. 8900**

**Essential Qualifications:**

**Qualifications for the medical posts:**

MD/MS/DNB or equivalent degree\* recognized by MCI with 11 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Veterinarian Posts:**

MVSc degree recognized by VCI with 12 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Dental Surgeon Posts:**

MDS degree recognized by DCI with 11 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the Information Technology/ Computer Science Posts:**

First Class Post Graduate degree in Information Technology (IT)/ Computer Science (CS) with 13 years' R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Qualifications for the non-medical posts;**

First Class Post Graduate degree with Ph.D from a recognized University in any of the subjects (specify subject/s) listed in Annexure- I with 10 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

**Note for all the specializations: Out of above experience, three years should be in Managerial Research position viz., PI or Co-PI of Scientific studies.**

**Upper Age limit:**

52 years.





## 6. Scientist 'G' Pay Matrix level - 14 (Rs.144200-218200) GPay Rs. 10000

### Essential Qualifications:

#### **Qualifications for the medical posts:**

MD/MS/DNB or equivalent degree\* recognized by MCI with 15 years R&D/teaching/experience in a Govt/Public Sector/Private Institutions.

#### **Qualifications for the Veterinarian Posts:**

MVSc degree recognized by VCI with 16 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

#### **Qualifications for the Dental Surgeon Posts:**

MDS degree recognized by DCI with 15 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

#### **Qualifications for the Information Technology/ Computer Science Posts:**

First Class Post Graduate degree in Information Technology (IT)/ Computer Science (CS) with 17 years' R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

#### **Qualifications for the non-medical posts;**

First Class Post Graduate degree with Ph.D from a recognized University in any of the subjects (specify subject/s) listed in Annexure- I with 14 years R&D/teaching/working experience in a Govt/Public Sector/Private Institutions.

Note for all the specializations: Out of above experience, five years should be in Managerial Research position viz., PI or Co-PI of Scientific studies

#### **Upper Age limit:**

52 years.



**7. Head/Director Pay Matrix level - 14 (Rs. 144200-218200) GP Rs. 10000**

**Essential qualifications:**

(1) MD/MS/DNB or equivalent degree\* recognized by MCI

**OR**

First Class Master's degree with Ph.D from a recognized University in subject as given in Annexure-I.

(2) 16 years R&D experience in the relevant areas as listed in Annexure-I from a recognized institute, (preferably 5 years in a managerial position to handle R&D projects independently) including 2 years regular service in the Pay matrix level – 13-A or equivalence as per DoPT guidelines as amended from time to time \*\*\*

*\*For NARF, Hyderabad: Ph.D in Veterinary Science*

Note for all the specializations: Out of above experience, five years should be in Managerial Research position viz., PI or Co-PI of Scientific studies.

**Upper Age limit:**

58 years.



**8. Additional Director General Pay Matrix level - 15 (Rs. 182200-224100)**

**Essential Qualifications:**

MD/MS/DNB or equivalent degree\* recognized by MCI

**OR**

First Class Master's degree with Ph.D from a recognized University in subject as given in Annexure-I.

(2) 19 years R&D experience in the relevant areas as listed in Annexure-I from a recognized institute, (preferably 5 years in a managerial position to handle R&D projects independently) including 3 years regular service in the Pay matrix level – 14 or equivalence as per DoPT guidelines as amended from time to time \*\*\*

Note for all the specializations: Out of above experience, seven years should be in Managerial Research position viz., PI or Co-PI of scientific studies.

**Upper Age limit:**

60 years.



**Notes:**

- (1) Ph.D. will be considered as 4 years experience (irrespective of the duration taken to complete the degree)
- (2) MD/MS/DNB/MDS will be considered as 3 years experience
- (3) M.V.Sc. will be considered as 2 years experience
- (4) Age relaxation will be in accordance with Government of India Instructions.
- (5) ICMR will advertise the qualification required for those posts only, which are to be filled by Direct Recruitment in accordance with the Recruitment Rules, viz. for recruitment in medical positions- only medical qualification and for veterinary position- only veterinary qualification respectively to be specifically mentioned in the advertisement.
- (6) For post of Non-Medical Scientists, the required subject(s) will be advertised from Annexure-A.

\*Regular 2 years Masters of Public Health (MPH) with one year experience or MRCP or subjects approved by MCI will be considered equivalent to MD/DNB for positions relevant to public health

\*\* For the post of Director, initial appointment will be for a duration of 5 years or till superannuation, whichever is earlier. A second term for maximum of 5 years or till superannuation, whichever is earlier may be considered by a review committee, subject to fulfillment of eligibility criteria as per Recruitment Rules. During this tenure, if the incumbent is from ICMR, he/she will hold lien of his/her substantive post at ICMR.

\*\*\* In case applicants are from Private Sector or Laboratories/Institutions abroad, the Screening Committee shall decide the equivalency of Pay Scale.



**List of Subjects:**

1. Biochemistry
2. Chemistry
3. Anthropology
4. Sociology
5. Social Work
6. Food and Nutrition
7. Economics with specialization in Health Economics
8. Psychology
9. Biology/ Bioscience
10. Entomology
11. Genetics/ Medical Genetics
12. Immunology
13. Microbiology
14. Molecular biology
15. Pharmacology
16. Pharmacy
17. Toxicology
18. Virology
19. Zoology
20. Biotechnology
21. Botany
22. Bio-Informatics
23. Biostatistics/Statistics

Wherever the PG/Ph.D is not awarded with the subjects mentioned above, the screening committee will decide whether degree of the applicant will meet the requirement of the subject mentioned in the advertisement.



**Note: 1.** The qualification prescribed is relax-able at the discretion of the DG, ICMR qualification regarding experience is relax-able at the discretion of the DG, ICMR in the case of candidates belonging to the Schedule Castes and the Schedule Tribes, if at any stage of selection, the Chairman is of the opinion that sufficient number of candidates possessing the requisite experience are not likely to be available to fill up the post reserved for them.

**Note: 2.** The crucial date for determining the age limit shall be as per the guidelines of Department of Personnel and Training from time to time. However, the prescribed age may be relaxed in exceptional cases for experienced and qualified candidates by DG, ICMR.

**Note: 3.** DG, ICMR can prescribe Essential/Desirable qualifications from schedule-III on each occasion for different posts subject to functional requirements of the council.



#### SCHEDULE-IV

Talent Search Scheme to attract 10 bright young Scientists C annually in specified disciplines under direct recruitment quota from the Medical Institutes, Indian Institute of Science and other recognized Premier Medical Institutions or Universities where the admission is on All India Basis.

The terms and conditions of selection of Scientist 'C' under the Talent Search Scheme of ICMR shall be as follows:

- a) The selections under Talent Search Scheme shall be made from Medical Colleges and other recognized Premier Institutions or Universities as decided by DG from among candidates doing PhDs or admitted for MD Course
- b) The recruitment of Scientists shall be carried out from amongst the students admitted for MD/DNB Degree courses in specific medical disciplines or students who have or likely to submit the thesis for PhD degree
- c) The candidates eligible for Selection shall be within the age limit prescribed for direct recruitment of Scientist 'C' as on 1 st September of the year in which their degree course will be completed.
- d) The eligibility for Selection will be as per the Schedule III
- e) In case it is required to restrict number of students to be interviewed the eligibility criteria may be raised.
- f) Selection shall be made on the basis of merit through interview or written test and interview. Based on their performance/merit in interview and in the MD/PhD course, no. of papers published with impact factor either as first author or as co-author and other professional course completed shall be granted advance increments.
- g) The selection of the candidates as Scientist 'C' under this scheme will be provisional subject to the condition that the candidates successfully completes the MD/ PhD course or equivalent in first attempt.
- h) On successful completion of the course, the candidates shall be appointed as Scientist 'C' under clause (d) of sub-rule (vi) of rule 7 subject to meeting of all other requirements prescribed for direct recruitment.
- i) Candidates appointed will have the opportunity to be sponsored for post doctoral work in specific discipline required by ICMR after five years of service and also for specific training after probationary period.



## Annexure-II

### Definition of Scientist/Scientific post as per DOP&T OM dated 10.9.10

- **Definition of Scientist**

A Scientist is one who possesses at least Master's degree in Natural /Agricultue or Bachelor's degree in Engineering/Technology/Medicine and hold scientific post as defined below:

- **Scientific Post**

Is the one, the incumbent of which is a "Scientist" or "Engineer" in the scientific organization declared as "Scientific Department" and engaged in creating new scientific knowledge or innovative engineering, technology or medical techniques or which is involved predominantly in professional research work and development





**Annual Work Report**

Part A

**SELF ASSESSMENT BY THE OFFICER REPORTED UPON**

1. Name:
2. Designation:
3. Area of S&T Function
4. Brief Description of S&T work function:
5. S&T output indicators for assessment and measurement of work function (as appropriate to the officer)
6. Enumeration of major outputs from S&T Function
7. Innovation content of work done (about 100 words)
8. Major impact reported during the financial year (if any) for work done during previous three years.
9. Scientific and technological methodologies used in the work Function
10. Suggestions (if any) for work functions based on new or emerging scientific principles
11. New technologies if any introduced by the officer in work plan! functions
12. Any other highlight of special S&T content in the work
13. One page summary of the scientific and technical elements in the work done during the financial year
14. Quantified S&T outputs as per the selected indicators (as annexed)

Signature of the officer reported upon



**Part-B**

**ASSESSMENT BY THE REPORTING AUTHORITY**

1. Accuracy of the S&T work report
  - a. Generally accurate
  - b. Modifications needed (please specify)
  
2. Scientific merit of the work done  
1-10% 10-33% 33-50% 50-75% Bottom 25%
  
3. Short summary of the innovative content of the work done
  
4. General assessment of the scientific work report (in brief)
  
5. Final grading  
1-10% 10-33% 33-50% 50-75% Bottom 25%

Signature of the Reporting Officer

**Part-C**  
**INTERNAL PEER GROUP REVIEW REPORT**

1. Grading of the S&T content of work reported
2. Specific Innovation elements recognized
  - a)
  - b)
  - c)
3. Relative Assessment of the work reported vis-a-vis Peers in the area Top 10% 10-33% 33-50% 50-75% Bottom 25%
4. Assessment of the work done during the residency period
5. Specific highlights of the S&T content of the work done
6. Overall grading of the S&T work report for the residency period Top 10% 10-33% 33-50% 50-75% Bottom 25%

Signatures of the Members of the Peer Group

1. Lectures delivered in universities/seminars/ industry meets
  - a. Enrolled
  - b. Invited





Appendix

No. 2/41/97-PIC  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

New Delhi, dated 9th Nov., 1998

OFFICE MEMORANDUM

Sub: Flexible Complementing Scheme for Scientists in various scientific departments - recommendations of the Fifth Central Pay Commission for modification of the Scheme - regarding.

The undersigned is directed to say that in Chapter 51 of its report, the Fifth Central Pay Commission has made a number of recommendations for modifying the existing Flexible Complementing Scheme in operation in Scientific & Technological Departments for in-situ promotion of scientists/ technical personnel, with a view to removing the shortcomings/inadequacies in the Scheme highlighted by the Commission. The recommendations of the Fifth Central Pay Commission in this regard have been examined in consultation with the Secretaries of the Department of Science & Technology and some other major scientific Departments and the following decisions have been taken:

1. The recommendation of the Pay Commission that the modified Flexible Complementing Scheme proposed by it should be applicable in all the Departments, including

the Departments of Space, Atomic Energy and DRDO without any special dispensation for any individual Department, has not been accepted. The existing scheme of merit-based promotion system covering the Groups A, B & C personnel, as presently applicable in the Deptt. of Atomic Energy, the Deptt. of Space and the DRDO shall continue.

2. The recommendation of the Pay Commission to define "scientific administrators" and to exclude them from the benefit of in-situ promotions under Flexible Complementing Scheme and to bring them under the ambit of "Assured Career Progression Scheme" formulated by the Pay Commission has not been accepted. However, it has been decided that the Flexible Complementing Scheme should, as per its original objective, be made applicable only to scientists and technologists holding scientific posts in scientific and technology departments and who are engaged in scientific activities and services. It has also been decided that assessment norms for promotions under the Flexible Complementing Scheme should be rigorous with due emphasis on evaluation of scientific and technical knowledge so that only the scientists who have to their credit demonstrable achievements or higher level of technical merit are recommended for promotion under the Flexible Complementing Scheme. For achieving these

objectives, the following decisions have been taken:

a) The criteria for identifying institutions/organisations as scientific and technological institutions as well as for defining scientific activities and services, scientists and engineers and the scientific posts shall be as prescribed in Annexure I to this Office Memorandum. The FCS shall not be applicable where the criteria specified vide this Office Memorandum are not fully met.

b) A revised assessment procedure as prescribed in Annexure II to this Office Memorandum shall henceforth be followed by all scientific Ministries/Departments for considering advancement under FCS.

3. The recommendations of the Pay Commission that the existing disparities in the operation of Flexible Complementing Scheme in various scientific and technical departments in the matter of designation of posts, the number of pay scales and the residency period should be removed and there should be uniformity in this regard has been accepted. Accordingly, all the posts covered under the Flexible Complementing Scheme shall carry the following uniform scales of pay, designations and the minimum residency period linked to performance:-

Scales of pay	Designation	Minimum Residency Period linked to performance
(a) Rs.8000-13500	Scientist B	3 Years.
(b) Rs.10000-15200	Scientist C	4 years.
(c) Rs.12000-16500	Scientist D	4 years.
(d) Rs.14300-18300	Scientist E	5 years.
(e) Rs.16400-20000	Scientist F	5 years.
(f) Rs.18400-22400	Scientist G	

In order to give immediate effect to the decision contained in this para, an umbrella Notification has been issued vide G.S.R. No. 650(E) dated 9.11.1998.

4. The recommendation of the Fifth Central Pay Commission for introducing a 'cooling off' period of 3 years before an officer is considered for the Flexible Complementing Scheme on the second occasion at the same level has not been accepted. The recommendation for disqualification of the candidate permanently from the PCS in case of failure to qualify thrice at the same level, etc., has also not been accepted. Therefore, the existing system of assessing the officer every year would continue.



5. It has further been decided that in order to extend the benefit of in-situ promotions under the Flexible Complementing Scheme to other Scientific Organisations that are demanding the extension of FCS in their case, the administrative Ministry of such institutions shall satisfy itself that such institutions are scientific and technical institutions and the officers are scientists holding scientific posts and are involved in scientific and technical activities as defined in the Annexure I to this Office Memorandum and make its recommendations to the Department of Science & Technology. On receipt of such a request the Department of Science & Technology shall set up a Committee, including the representatives of the Department of Personnel & Training and of the Department of Expenditure as well as eminent scientists relevant to the discipline, for examining the proposal referred by the administrative Ministry concerned. A final decision on the proposal of an administrative Ministry for extension of FCS to other scientific organisations shall be taken based on the recommendations of this Committee. Since it is not necessary that all the pay scales under the Flexible Complementing Scheme should be applicable in all the scientific organisations, as the size of the organisation may not justify introduction of the entire group of scales, the Committee, while making its recommendation, would take a

specific view as to the number of scales that should be operated in the organisation as well as the appropriate residency period for ensuring an even pace of promotion. However, the progression under Flexible Complementing Scheme will only be as per scales indicated in para 3 of this Office Memorandum.

6. It is requested that all the Ministries/Departments, where the Flexible Complementing Scheme is in operation, may initiate action for review of the provisions of the Flexible Complementing Scheme and amend the provisions of the relevant recruitment rules so that the scheme is brought in conformity with the decisions/guidelines being conveyed vide this Office Memorandum. Results of the review may also be conveyed to the Department of Science & Technology, the nodal department for operation of the Flexible Complementing Scheme. Action for extension of the Flexible Complementing Scheme to other scientific organisations, where the same is not in operation at present, may be taken in accordance with the decision contained in para 5 of this Office Memorandum.

7. The relevant provisions of Department of Science & Technology Office Memorandum No.A.42014/2/86-Admn.1(A)

dated the 28th May, 1986 stand amended to the extent the provisions of this Office Memorandum are at variance with the provisions of the said Office Memorandum.

  
(Smt. Bhavani Thyagarajan)  
Director

To

All Ministries/Departments.

Criteria for Identifying Institutions/Organisations as Scientific & Technical Institutions and definition of Activities and Services, Scientists & Engineers and Scientific Posts.

- (i) The institutions referred to as S&T would be characterised by pursuit of excellence;
- (ii) They should be engaged in research, design, development or programme implementation (including review, analysis, promotion and aspects of science policy, etc.) which would cover a broad spectrum of pure and applied research but the essential feature would be innovative character and spirit of enquiry that permeates their overall functioning;
- (iii) The scientific culture is characterised by a few salient aspects, namely the persons involved are highly qualified and skilled technical personnel, involved in creative and innovative activity, they are willing to be judged on the basis of merit and competence rather than on the basis of seniority and a hierarchical structure;
- (iv) The criteria could cover the aims and objectives of the institution/organisation, qualifications of the personnel qualitative requirements for performance of various types of activities, etc.

Scientific Activities and Services:

Scientific activities and Services covered for considering the applicability of the Flexible Complementing Scheme are as under:

- (a) Fundamental/basic research: Original investigation to gain new scientific knowledge, not necessarily directed towards any specific practical aim or application.
- (b) Applied Research: Original investigation to gain new scientific or technical knowledge directed towards a specific practical aim or objective.
- (c) Experimental Development: Use of scientific knowledge directed towards producing new or substantially improved materials, devices, products, processes, systems or services.
- (d) S&T activities which are directly linked to R&D in terms of promoting the scientific activities and services.

Scientists and Engineers: Persons,

- (a) who possess academic qualification of atleast Master's degree in Natural/Agricultural Sciences or Bachelor's Degree in Engineering/Technology/Medicine; and
- (b) working in those capacities, use or create scientific knowledge, and engineering and technological principles, i.e. persons with scientific or technological training who are engaged in professional work on S&T activities, high level administrators and personnel who plan, direct or coordinate the execution of S&T activities;

Scientific Post is the one, the incumbent of which is a 'Scientist or Engineer' defined above in a scientific institution/organisation declared as 'Scientific Department' as defined and is engaged in the generation, advancement, dissemination, and application of scientific and technical knowledge in the S&T activities.

ANNEXURE-II

**CRITERIA FOR CONSIDERING PROMOTIONS UNDER  
FLEXIBLE COMPLEMENTING SCHEME**

(a) All officers will be first screened on the basis of gradings in the Annual Confidential Reports (ACRs) for consideration for promotion; the ACRs should be assessed on a 10 point scale giving 10 marks for "outstanding", 8 marks for "very good", 6 marks for "good", 4 marks for "average" and 0 for "poor" and only those officers who satisfy the minimum residency period linked to their performance as indicated in the table below be screened in.

	Number of years in the grade					
	3	4	5	6	7	8
	Minimum percentage for eligibility					
Scientist B to Scientist C	90%	80%	70%	65%	60%	..
Scientist C to Scientist D	...	90%	80%	75%	70%	60%
Scientist D to Scientist E	...	90%	80%	75%	70%	60%
Scientist E to Scientist F	...	...	90%	80%	75%	70%
Scientist F to Scientist G	...	...	90%	80%	75%	70%

Exceptionally meritorious candidates with all outstanding gradings may be granted relaxation in the residency period, the relaxation being not more than one year on any single occasion. Such a relaxation will be limited to a maximum of two occasions in their entire career.

(b) As the procedure adopted for assessment of CRs in various Scientific Departments differ at present, it has been decided that an external member, from Departments of Atomic Energy, Space or DRDO who have developed over the years a fine tuned system of screening in meritorious Scientists may be co-opted in the selection process, till such time a system gets established in other Scientific Departments. The position will, however, be reviewed after 5 years from the date of issue of this Office Memorandum.

(c) All Officers who are screened-in will be called for an interview. The performance in the interview will also be graded similarly on a 10 point scale and the eligibility for promotion will be based on the same norms as in the above Table.

(d) Field experience in research and development and/or experience in implementation of such scientific projects is compulsory for promotion of scientists recruited to the posts in the Secretariat of the Scientific Ministries/Departments to higher grades under FCS. Field

experience of at least 2 years and 5 years respectively will be essential for promotion to Scientist F and Scientist G grades respectively. However, during the transitional period, Committee may relax this requirement in case of meritorious candidate.

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No. AB.14017/32/2002-Estt(RR)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)

New Delhi - 110001  
November 29, 2002

OFFICE MEMORANDUM


Subject: -Flexible Complementing Scheme for Scientists in  
scientific departments: - modification of guidelines.

The recommendations made by the Fifth Central Pay Commission in regard to the Flexible Complementing Scheme for scientists/technical personnel in the various Scientific Ministries/Departments of the Government had been examined in this Department and modified guidelines on the subject issued under this Department's O.M. No. 2/41/97-PIC dated 9.11.1998. Subsequently, the question of providing protection to the then existing Principal Scientific Officers (in the scale of Rs.12,000-16,500) for consideration for direct promotion to the grade of Scientist F (in the scale of Rs.16,400-20,000) and for reduction in marks to be applied at the time of first opportunity for promotion from 90% to 85% was considered in consultation with the Ministry of Finance (Department of Expenditure) and the following decisions were taken:

- (i) Those of the Principal Scientific Officers in the scale of Rs.3,700-5,000 (pre-revised) in position, as on 9.11.1998 and who were earlier considered for promotion directly to the grade of Rs.5,100-6,300 (pre-revised scale) may continue to be considered for promotion to the grade of Rs.16,400-20,000 (pre-revised scale of Rs.5,100-6,300) after completion of the eligibility service as prescribed in the Rules that existed prior to the amendment, as a one-time measure; and
- (ii) The criteria of marks at the time of first opportunity for promotion to higher grades on the basis of ACRs, etc. be reduced from 90% to 85%. (Table in paragraph (a) of Annexure-II of DoP&T O.M.No.2/41/97-PIC dated 9.11.1998 refers).

2. The decisions as at (i) and (ii) above are reiterated for appropriate action. In cases where the rules do not contain a suitable clause for protecting the existing incumbents as at (i) above, necessary action may be taken to carry out the required modification. As regards (ii) above, it is also clarified that the reduction will be applicable in the case of promotion to all the grades covered under FCS in an organization.

3. Hindi version will follow.

  
(ALOK SAXENA)

DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA  
Telephone No. 309 2479

To

1. Ministry of Science and Technology
2. Department of Biotechnology
3. Ministry of Communications and Information Technology
4. Ministry of Environment, Forests & Wild Life
5. Ministry of Non-Conventional Energy Sources
6. Department of Ocean Development,
7. Ministry of Home Affairs
8. Ministry of Water Resources
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10. Department of Consumer Affairs
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(ALOK SAXENA)

DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA