

INDIAN COUNCIL OF MEDICAL RESEARCH
ANSARI NAGAR, NEW DELHI-110029

No. ICMR/RFCS/2025-Pers.(Sci-B to Sci-F)

Dated the 28th October, 2024

OFFICE MEMORANDUM

Sub: Assessment under Revised Flexible Complementing Scheme 2024 of Sci-B to Sci-F – reg.

The following information in the prescribed formats may kindly be provided for the assessment of ICMR Scientists (Sci-B to F) under Revised Flexible Complementing Scheme 2024, who have completed their respective residency period as on the cut-off date i.e., 01.01.2025, and have earned or will earn number of annual APARs equal to or more than the number of years of minimum residency period for the period preceding the cut off dates of assessment.

1. Annexure-I - List of such eligible Scientists, who fulfill the eligible criteria and completed their residency period in their respective post as on 01.01.2025 alongwith their APAR's grading.
2. Annexure-II - Common Proforma for Assessment of Scientist of ICMR
3. Annexure-III - Annual Work Report (Self Assessment by the officer reported upon)
4. Annexure-IV - Summary Report for FCS Assessment year 2025

The above mentioned documents in PDF format, duly signed by concerned Scientists, and verified by the Directors/DIC/Head of Division in case of Hqrs. are required to be submitted through email at icmrpersfcs@gmail.com latest by 11.11.2024.

Yours faithfully,

Encl: As Above.

Signed by

Jagdish Rajesh

Date: 29-10-2024 18:29:54

Jagdish Rajesh)
Assistant Director General (Admn.)

Copy to:-

1. All Directors/Directors-In-Charge/Head of the Division of ICMR Institutes/ Centers/ Hqrs.
2. A.O. (Establishment)
3. Dr. Manjeet Singh Chalga, Sci-D, ICMR Hqrs. office, New Delhi for hosting in ICMR Website.

List of Scientists who have rendered minimum residency period as on 01.01.2025

S. No.	Name of the Scientist	Date of Birth	Date of Initial Appointment/Post, till date			Qualification from highest till graduation as per their service record		Specialization	No. of Publication during the assessment period			Period of unauthorized absence, if any, during the assessment period			Period of foreign visit/ Deputation/Training etc.				Details of any award of punishment warning etc. and vigilance/integrity clearance for the period	Details of awards, prizes etc. during the period	Whether submitted IPR, till date?	Whether completed all his administrative tasks? Mention if anything not completed	Whether the Scientists due for Assessment Year 2024 are confirmed on the DR post	Remarks	APAR'S GRADING IN THE PRESENT POST				
			Date	Post	Grade /Level	Year	Course		First Author	Co-Author	Corresponding Author	Absence	From	To	Nature	From	To	Place							2019-20	2020-21	2021-22	2022-23	2023-24
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25					

(Signature)
Director/DIC of the Institute/Centre/Head of Div., Hqrs.

**Common Proforma for Assessment of Scientist of ICMR
To be submitted by the candidate A-4 size paper**

1. Name in full (in capital letters):

2. Present Place of Posting with name of Institute/Centre/Hqrs.

3. Date of birth & age:

4. Education & Qualifications:
(From Graduation onwards)

Degree	Year	University	Subject(s)	Div/Class/Grade
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5. Major Specialization (Key words):
6. Sub Specialization (key words):
7. Details of service including date of entry into Council's service:

Grade/Post assigned to the post	From	To	Scale of pay	Inst/centre/Hqrs& duties
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8. Assessment Period since the last date of assessment or Direct recruit (to be filled by office):

9. Duration of service during assessment period, if any, in difficult areas e.g. hilly, tribal neglected backward etc (to be indicated with period served): Nil

10. Training Courses attended during the assessment period:

Course/Title	Deputed/voluntary	From	To	Institution
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11. Identify your expertise / job functions performed during the period of review and % of time spent for each function:

(a) Research :

- (i) Basic Research**
- (ii) Process developmenta**
- (iii) Product development**
- (iv) Clinical**
- (v) Epidemiological**
- (vi) R&D Planning & Management (Projects, Policies, Reports etc):**
- (vii) Statistical (Core or Applied)**
- (viii) Clinical Trials**
- (ix) Quality Assurance**
- (x) Social & Behavioral Science**
- (xi) Operational Research**
- (xii) Health Systems/Research**
- (xiii) Other activities:**

(b) Academic/Teaching etc.

- **No. of courses handled - PG**
 - **Ph.D**
 - **MD**
 - **Others**
 - Certificate**
 - Specific/Special**

(c) Research Management as per the following format

- **No. of Extramural/Intramural projects handled (lists & agency):**
 - **As PI, Coordinator, Coworker:**
 - **Results achieved**
- **No. of Extramural / Intramural projects processed / recommended and decision taken for sanction within -six months, -six to twelve months and above twelve months and how task force management achieved (for Hqr scientists):**

(d) Specify, if any, other area of activity:

12. List of Papers/Publications in the present grade and No. of Publications during the Assessment Period as First Author/Co-Author/Corresponding Author.

-- In peer reviewed Journals (give their impact factor/ Citation index)

- **In-non-peer reviewed Journals**
- **Review Papers**
- **Contributions to books**
- **Institutional Journals**

- Number of papers presented in Conference/Proceedings:
 - H-Index
13. List of Patents (Indian & Overseas) filed & granted:
 14. New knowledge generated, Processes developed and facilities created which are of public health importance-describe briefly your role with proof and *state* whether transferred to health system:
 15. Membership of Professional Societies/institutions:
 16. Details of Awards/Honors, if any during the Assessment Period:
 17. Details of Leave/Deputations in the present Grade:
 - Study leave/Extraordinary leave (Personal ground/other reasons):
 - Period of Foreign Visit/Deputations/Training/Assignments/ (From. up to)
 18. Brief resume of significant contributions/achievements in the present grade in about 250 words (Projects handled, Publications with Citation index/Impact factor; Process/development, regimen for practical use and implemented, introduction into public health system).
 19. Constraints, if any, which hindered the progress of projects/programmes:
 20. Briefly furnish your total career profile, restricting to significant contributions in academic, R&D, services etc. highlighting any managerial role played in about 250 words (*for* assessment to Scientists 'G' & above):
 21. Future Plans/Vision for the next five years and the road map to achieve the same:

The foregoing information is complete and correct to the best of my knowledge and belief and nothing has been concealed / distorted.

Date:

Signature

ANNUALWORK REPORT

Self Assessment by the officer reported upon

1. Name
2. Designation
3. Area of S&T function

Part A

4. One page summary of the scientific and technical elements in the work done during the financial year:

4.a. New Initiative taken:

4. b. S&T content of the work done:

4.c. Innovation content of the work done:

5. Brief Description of evaluation parameters related to the officer's work function as given in the Appendix:

Assessment of work output

(Out of the five broad parameters given at Appendix, the Officer may choose at least twenty sub parameters of 5marks each for 100 marks in total relevant to the work function of the officer).

SL No.	Brief Description of the parameter on which the Officer has to be evaluated	Achievement made there to by the Officer concerned (maximum 50 words each for Each sub parameters)
1	Parameter: Sub Parameter a. b. c. . .	
2	Parameter: Sub Parameter a. b. . . .	
3	Parameter: Sub Parameter a. b. . . .	

4	Parameter: Sub Parameter a. b. . . .	
5	Parameter: Sub Parameter a. b. . .	

(Signature of the officer reported upon) Name:
Designation:

Parameters* for Evaluation (Officer reported can choose at least twenty sub parameters given below) in consultation with the Reporting Officer

1.S&T Management/S&T Policy Product/Scientific and Technological Aspects
<ul style="list-style-type: none"> • Extra and Intramural R&D projects handled/executed/monitored • Scientific Notes/Reports/data base created/managed/handled • S&T scheme or projects handled/launched/implemented/facilitated/managed • S&T manuals/brochures/technology status report prepared • S&T cooperation with other countries facilitated • Signing of domestic/international MOU facilitated • SFC/EFC/Cabinet Notes/Projects/Schemes prepared • Technology Intelligence/foresight/assessment reports prepared • Drafting/review of National/International standards for products/process • Preparation of field report/observational data etc. • Output/Outcomes of Research Projects generated • Management of Scientific Resources
2. Knowledge Product
<ul style="list-style-type: none"> • Publications and invited lectures • Patent/IPR documentation/copyrights/designs • Output/Outcome Analysis for strategic S&T planning • Development/Improvement of new/existing laboratory analytical method • Development/Improvement of new/existing mathematical/statistical/dynamical models • Preparation of data/meta data standards • Development of Algorithms for IT solutions • Development of convergent technology solutions • Design and documentation of application software • Preparation of technology status report
3 . S&T Economic Product
<ul style="list-style-type: none"> • Technology Developed/Facilitated • Technology transferred/licenced/commercialised • Consultancy projects carried out/income generated/EMR Grants receipt • Licensing Fee/Income catalysed/facilitated • Start-ups created • Incubation Facilities created • Technical services/Calibration implemented/facilitated • Maintenance and upgradation of observational and Computational networks • Capacity building • Delivery of statutory/promotional services to industry • Cost cutting Measures Implemented
4.Capacity building and Promotion of S&T
<ul style="list-style-type: none"> • HRD schemes managed/handled • Skill Development/Rural Development Programme implemented • Technology field demonstration/entrepreneurship training carried out • Science education/knowledge dissemination

<ul style="list-style-type: none"> • Training course designed and developed including capacity building • PhD/M Tech/MSc Students guided/trained
<p>5.S&T Services and Outreach activities</p> <ul style="list-style-type: none"> • Outreach materials of R&D outputs disseminated • Artisanal training/Skill Development Initiatives taken • Grass root S&T related actions Technology adapted for local needs • Participation in Field survey, data collection, scientific exploration • Laboratory Accreditation, Good Laboratory Practice • Inspection Survey, R&D Service • Weather, Climate, Ocean, Seismological and Cryospheric services • Environmental impact appraisals, Natural wealth and Hazard Assessment • Testing and calibration service carried out • Energy/environment audit carried out • Design/development of regulatory framework • Software/hardware/electronic products deployed/developed • Good Manufacturing Practices • Projects planning/monitoring/evaluation • Maintenance and enhancement of e-Governance Projects • Design, development and hosting of portals, web applications and websites for information/dissemination • Management and prevention of security threats/vulnerabilities in Cyber Space • Monitoring systems for implementation of Government Schemes and dissemination to public using ICT Tools

*Any other parameter not included above but included in the as S&T Output/Indicator in Annexure-II titled as " Criteria for identifying S&T Agencies/Organisations for implementation of Revised Flexible Complementing Scheme"

CRITERIA FOR IDENTIFYING S&T AGENCIES/ORGANSIATIONS FOR IMPLEMENTATION OF REVISED FLEXIBLE COMPLEMENTING SCHEME IN GOVERNMENTOF INDIA

Type of S&T Output Product	S&T Output indicators	10X Outputs/ Scientist
Knowledge Product Link	Publication on SCI Journals Publication in referred journals Publications in proceedings Books and Monographs Patents/Copyrights/Designs Invited Scientific Lectures Scientific Study Reports	
Technology Product Link	Process Know-how Product know-how Design know-how Technology status reports Technology intelligence reports Technology foresight reports Technology assessment reports	
Economic Product Link	Contract Research Income Consultancy Service Income Royalty Income Competitive research grants gained Technology licensing fees earned R&D Service income realized Scientific Publications Sold	

<p>S&T Management Product Link</p>	<p>Extra & Intramural R&D projects managed S&T management reports for external use IPR Documentation Monitoring and closure reports S&T Output-Input correlations S&T data base reports Strategy planning Documents S&T mission implementation Cabinet Note, EFC/SFC Notes prepared for S&T schemes</p>	
<p>S&T Services Product Link</p>	<p>Testing services Laboratory Accreditation Good Laboratory Practice Inspection S&T Survey R&D Service: Energy/Environmental Audit R&D Service: Environmental impact appraisals Natural wealth and Hazard Assessment. S&T information services- Analysis Bibliometric and Scientometric Analysis Preparation of Technical Manuals Derivation of Scientific/ Technical Codes S&T outputs from Workshops/Seminars</p>	
<p>S&T Human Resource Product Link</p>	<p>Master's level education Doctoral level training Post doctoral training S&T management courses Specialized man power for R&D sector Science education/knowledge dissemination</p>	

	Training on advanced technical and Analytical methodologies	
Societal Outreach of S&T Outputs	<p>Technology field demonstrations</p> <p>Design of outreach materials</p> <p>Dissemination of R&D outputs</p> <p>Artisanal training/Skill Development initiatives</p> <p>Grass root S&T related actions</p> <p>Technology adaptation for local needs</p> <p>Convergent technology solutions delivered</p>	
S&T Policy Product Links	<p>Drafting of Technical standards</p> <p>R&D investment policy framework</p> <p>National policy framework for innovation systems</p> <p>Design of policies for stimulation of R&D</p> <p>National policy frame work for technology systems</p> <p>Design and development of regulatory frameworks</p> <p>Evidence gathering for policy building</p> <p>Global bench marks for technology systems</p>	
S&T Cooperation Products	<p>PPP Products for S&T sector</p> <p>National competitiveness assessment for bilateral cooperation</p> <p>Technology Assessment for diplomacy</p> <p>Technology Assessment for international synergies</p> <p>Technology Assessment for acquisition</p> <p>Academy-research partnership built</p> <p>Technical Work Programmes drafted for S&T Cooperation</p>	

Part-B
ASSESSMENT BY THE REPORTING AUTHORITY

1. Do you agree with the evaluation parameters suggested by the Officer?
2. Short summary of the innovative content of the work done
3. Please also indicate the exceptional contribution of the Officer for which he can be considered under exceptionally meritorious category.
4. Overall assessment of the scientific work

SL No.	Parameters	Marks given By the reporting authority
1		
2		
3		
4		
5		
	Total Marks Obtained	

Signature of the Reporting Officer

Name:

Designation:

Summary Report for FCS Assessment in the Year 2025

Name	Designation	Institute	Specialization

- **Page-1: Publication details:** Provide list of articles (not more than 20) published during the period of assessment.

Details of publication in AMA style	Impact factor of journal

- **Page-2:** Usefulness of publications as evidenced by being included in policy, guidelines, programme or led to patents or commercialization. Please mention evidence towards the claim of usefulness as mentioned above only in a few bullet points.
- **Page-3:** Provide an overview of intra or extramural research projects (completed/ongoing), within the period of review, where you were involved as Principal/Co-investigator.

Short title of the project	Primary objective (in brief)	Type of study (e.g. RCT/Prevalence/Lab-based)	Sample size	Grant amount

- **Page-4:** Service rendered in national interest to ICMR/other agencies. Please mention only bullet points, detailed description not necessary.
- **Page-5:** any other achievements or activities you want to highlight. Please mention only bullet points, detailed description not necessary.

Instructions:-

- i) The candidates whose name will be declared later, subject to their eligibility as per ICMR-HRSC Rule 2007, are to join through VC for the assessment interview.
- ii) Candidates are expected to brief the expert panel during the interview within 3-4 minutes on his/her **three best achievements** during the period of review for assessment.
- iii) **Candidates need to share brief notes on his/her activities and achievements with details as mentioned above through email [on icmrpersfcs@gmail.com](mailto:icmrpersfcs@gmail.com) by 11.11.2024**