Research Recruitment and Placement Cell

Policy Document

भारतीय वन्यजीव संस्थान
Wildlife Institute of India

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1. Introduction

The Wildlife Institute of India (WII) is an internationally acclaimed Institution that works towards strengthening wildlife conservation and management through capacity building, research, academics and advisory services. The institute is actively engaged in research across the breadth of the country on biodiversity-related issues.

2. Vision

The vision of Researchers Recruitment and Placement Cell is to establish a smooth, unbiased and automated processes towards recruitment of WII project personnel, as well as to provide useful career opportunity information to the larger researcher community of WII. The cell also aims to create a strong base for IT infrastructure to reduce manual processes handling researchers' recruitments.

3. Objectives & Role of Research Recruitment and Placement (RRP) Cell

The cell is envisaged to achieve the following objectives:

- Timely and smooth recruitment of researchers/ project staff for various Research Projects/ Schemes.
- Speedy processing of recruitment related Advertisements, Application sorting, Application processing, and issue of call letter through technological automation.
- Constitution of Application Screening Committee for verification of physical documents based on already approved rules for application shortlisting.
- Constitution of Interview Committee for smooth conduct of interview and declaring the results after obtaining Competent Authority approval.
- Provide details of all recruited researchers to Research Coordinator's Office for maintenance of database and timely extension process.
- Search for available job/ employment opportunities for students and inform the student community about such options in a periodical and timely manner.

4. Scope

This policy applies to all research/ project personnel positions within the organization, including full-time, part-time, contractual, and project-based roles.

5. Recruitment Process

i. Recruitment of project staff for short-term engagement

Principal Investigator can select research personnel for short-term engagement (6 months), based on experience and relevance by directly inviting CV from the candidates. However, after the selection the PI needs to place all relevant documents in e-file (with justification of the selection) to the RRP Cell for further approval from Competent Authority and issuance of office order. **No extension will be provided to these candidates after 6 months.**

ii. Posting of Advertisement

- As per requirement of PI/ Nodal Officer in various projects at the Institute and approval from the Competent Authority, all the research positions will be advertised on Wildlife Institute of India's official website (www.wii.gov.in/) and social media platforms.

- The Advertisement will include general terms and conditions, detailed descriptions of the position, required qualifications, responsibilities, and application deadlines.

- The positions advertised are purely temporary/contractual for the project period as specified in the advertisement. They will stand abolished after the completion of the project.

iii. How to apply for the advertised positions

- Interested candidates must submit a duly filled-in Application-Form with appropriate signature (not photocopy/ digital signature) along with all self-attested documents and application/processing fee shall be addressed By-post only to The Nodal Officer, Research Recruitment & Placement Cell, Wildlife Institute of India, Chandrabani, Dehradun – 248 001 (Uttarakhand) and, the same must reach the Institute by the specified deadline.

- Applications should be submitted both in hard copy and electronically via the link (https://tinyurl.com/wii-onlineform) mentioned in Advertisement. RRP cell is planning to adopt paperless work and shortly online submission portal will be adopted for submission of online application.

- The Director, WII, reserves the right to reject any application/candidature because of incomplete information provided by the candidate or for any other reason(s), thereof.

iv. Essential Qualifications, Age, Emoluments for various Project Personnel Positions

WII-RRP cell has been following DST project staff recruitment guidelines quite some time, however DST manpower engagement guidelines is outdated, recently, WII has included guidelines of **Anusadhan National Research Foundation (ANRF),** a Statutory Body created under an Act of Parliament for recruitment of Scientific and Technical Manpower other than JRF, SRF/ RA/ Post-Doctoral Fellow awarded by DST/UGC/CSIR/DBT etc. (OM No. WII/Registrar/Misc/2024 dated 09.12.2024 – *Appendix I*).

In addition, WII-RRP cell has included the revised **CSIR Guidelines** (CSIR-Office Memorandum No. 5-1(342)/2017-PD dated 02.09.2024 - *Appendix II*) for engagement project personal, when the project budget cannot able to meet the ANRF emoluments.

Similarly, for recruitment of Manpower with Social Science background, the Essential Qualification for specific post was adopted as per the guidelines of **Indian Council Social Science Research (ICSSR)** and the equivalent salary structure was adopted from ANRF guidelines and the same has been incorporated in WII-RRP Policy.

Thus, depending on the project/ cell requirements, the Project PI/ Nodal Officer of concerned cell can choose the researchers position, Essential Qualification (EQ) and Subject Streams from the guidelines outlined in **ANRF (Annexure – I)** or **CSIR guidelines (Annexure – II)** or **Social Science Stream (Annexure – III)**. However, criss-cross selection of positions from two different guidelines for the same project is not allowed. The details of various research positions along with Essential Qualification outlines in ANRF/ CSIR/ For Social Science Stream are presented in the following Annexures.

(a) **Annexure-I**: Scientific/ Technical Manpower positions for R&D research projects, Schemes and manpower engagement adopted from Anusandhan National Research Foundation (ANRF)

(b) **Annexure-II:** CSIR Guidelines for engagement project personal under various funded projects.

(c) **Annexure-III**: Researchers /Technical Manpower positions for Social Stream (guidelines Adopted from Indian Council of Social Science Research – ICSSR) and the salary structure ad par with EQs are adopted from Anusandhan National Research Foundation (ANRF).

The Nodal Officer, RRP cell shall check the Subject stream, EQ, upper age limit and manpower emolument structure to ensure the content confirm to the RRP policy, before releasing the advertisement. However, if the PI/ Nodal Officer requires any specific manpower, whose EQ is not mentioned in the given list, the PI should obtain special permission with appropriate justification from the Competent Authority for engagement of such position. Thus, refer the Annexures provided at last of this policy document for the Required position, Essential Qualifications, Age and Emoluments for various Project Personnel Positions:

v. Application/ Processing Fee
An Application Fee of Rs. 500/- *(Rupees Five Hundred only)* for the applicant(s) belonging to General Category shall have to be deposited through an online mode. However, candidate belongs to category SC/ST/OBC/EWS *(Non-General Category)* and Physically Challenged (PC) are exempted from the said Application Fee but shall

have to pay Rs.100/- as **'Application Processing' Fee and, the same shall be payable through Online/ Electronic Mode** to the following Bank Account:

Account Name: RRP Cell Revolving/ Director, WII
Name of the Bank: Union Bank of India
Branch: Wildlife Institute of India, Chandrabani, Dehradun – 248 001
Account No.: 518502010059776
IFSC Code: UBIN0551856

Note: Before paying through online/ electronic mode kindly ensure the Account Holder Name "RRP Cell Revolving". We never suggest applicant to pay application processing fee using Mobile No./ Contact Number (+91 9456745562). It is recommended to use "Bank Transfer" option for online payment from mobile app namely Google Pay, Phonepe, Paytm etc.

vi. Application Screening Procedure

- Each recruitment, a separate Application Screening committee will be formed by the Competent Authority to review applications and shortlist candidates for appearing interview.
- Candidates will be shortlisted based on essential qualification, age limit, percentage of marks in Bachelor's/ Master's Degree, specialization relevance in Masters, research experience and (Publications- Paper published in journals, books Paper Presented in Workshops/ Seminars/ Symposiums/Conferences), as per WII rules.
- The following criteria will be used for shortlisting the applications:

a) Field/ Lab / Project Assistant category

% Marks in Bachelor's Degree *(As per EQ of the advertised post)*	Specialization in relevance to the Project applied *(relevance evidence can be produced/ submitted in the form of internship/ volunteering work done or previous work experience in the relevant field)*	Total Marks
25 Marks	25 Marks	50 Marks

b) Project Associate - I category

% Marks in Master's Degree *(As per EQ of the advertised post)*	Specialization in relevance to the Project applied *(relevance evidence can be produced/submitted in the form of internship/ volunteering work done or previous work experience in the relevant field)*	Total Marks
25 Marks	25 Marks	50 arks

c) Project Associate – II/ Senior Project Associates/ Principal Project Associates/ Project Scientist I, II & III categories

UGC/CSIR /ICAR NET with JRFship/WI I-NET Passed	% Marks in Post Graduation (*As per EQ of the advertised post*)	Research/Work Experience	Publications in journal Conference, book chapter etc.	Total Marks
5 Marks	25 Marks	10 Marks	10 Marks	50 Marks

vii. Interview

- After screening applications by the screening committee, top ten (1:10) short-listed candidates against each respective advertised position shall be called for online/ offline interview.

- The interview will be conducted via Online Mode/Off-Line for which a list of short-listed candidates will be hosted in the Announcements section of the Institute's website www.wii.gov.in and an email/ WhatsApp message comprising the interview link and other details of the online interview will be also sent to the short-listed candidate.

- Interviews will be conducted by a panel comprising members of the Interview committee and subject matter experts duly constituted by the Competent Authority A Selection/Interview Committee(s) shall comprise the following:
    i. Dean/ Scientist-G or F, Chairman
    ii. One Senior Faculty (up to the level of E or F), Internal Subject Expert, Member
    iii. One External Subject Expert, Member
    iv. PI of the Project, Member

Quorum: Chairperson and two members

viii. Final Selection

- The selection committee makes recommendations of suitable candidate based on the performance of the candidate at the time of the interview.

- Candidates not found suitable for a particular post as advertised may be considered for a position at a lower grade as per recommendations of the Interview Committee. In this regard, recommendations/approval of the Interview Committee shall be considered as final.

- Interview committee recommendation will be sent to the Competent Authority for approval. Upon approval the selected candidate list will be hosted in WII website.

- Subsequently, the selected candidate will be intimated via email/ letter and OFFER ORDER and Terms and Conditions will be sent to candidate's registered email ID/ communication address.

- The selected candidate has to report the project Nodal Officer/ PI immediately and has to submit signed Terms and Conditions along with the Medical Certificates to RRP Cell in stipulated time.
- After submitting signed Terms and Conditions along with the Medical Certificates to RRP Cell, final OFFICE ORDER will be issued to the candidate.
- The Institute's rules and regulations govern the project's tenure.
- In case of discrepancies, ambiguities or dispute all decisions taken by Director/ Nodal Officer, RRP Cell would be final.

6. Assignment of Duties

- After announcing the results, the candidate should join the project immediately
- New researchers'/ project personnel will be assigned specific duties and responsibilities based on their expertise and the requirements of ongoing projects.
- PI/ supervisors will be assigned to guide new researchers and facilitate their integration into the team.

7. Rules and Regulations

- Application should be submitted their application as per the application format provided in the advertisement (**Annexure IV**). Application without the prescribed format is liable to be rejected.

- Applicant(s) are advised to carefully read the stated terms & conditions and strictly follow the instructions while filling out the application. Educational details should be entered strictly as per the mark sheets of the education board/university.

- Applications (application without age proof, without proof of Education Qualification, without proof for research experience from employer/ guide/ supervisor, without all self-attested documents, without passport size photograph, late applications and applications not in the prescribed format as per Application Form are liable to be rejected.

- The applicant shall also have to attach a copy of the Application Processing Fee(s) deposited in the above-mentioned account along with the Application Form. Failing to attach the same shall lead to rejection of the application.

- A candidate may apply for a maximum of two advertised positions with relevance to his/her academic education and, as per essential and desirable requisites of the advertised positions.

- Candidate applying for more than one position shall have to submit separate Application Forms along with the self-attested supporting documents and Fee for each position. Failing to this your one of the applications for which supporting documents are not attached will be rejected by the screening committee.

- The subject on center top of the envelope carrying application, must mention "Application for Advt. No. .... at WII".
- Candidate(s) presently working/engaged with any WII's project or research activity or Ph.D. scholars must ensure to attach a "No Objection Certificate" recently issued (note more than one month older than last date of application) from their concerned PI/Nodal Officer/supervisors as the case may be. Similarly, the candidate earlier worked at WII has to produce 'No dues' certificate obtained from WII.
- A check-list of following self-attested documents shall be duly filled in the attached application form viz., Passport Size Photograph; Documents/testimonials; Copies of relevant research publications; Extracurricular activities etc.

- Mere fulfilment of the minimum advertised qualification and experience requirement DOES NOT automatically entitle an applicant to be called for an interview. The decision of the Institute in all matters relating to eligibility, acceptance, or rejection of the application and mode of selection will be final and binding on the candidates. **No inquiry or correspondence will be entertained from individual or agency.**
- All original documents/certificates must be produced at the time of joining for necessary verification.
- At the time of the verification of original documents or even after selection, if it is found that the applicant has attempted to willfully conceal, misrepresent or canvass the facts, such applicant will not be considered for selection, and due action will be taken. Relaxation in the upper age limit shall be allowed in accordance with the Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training) OM No. 15012/2/2010- Estt. (D) dated 27.03.2012, as amended from time to time. However, the categories of upper-age relaxations are as follows:
  - Scheduled Castes and Scheduled Tribes up to five years.
  - Other Backward Class (OBC) up to three years.
- The positions advertised are purely temporary/contractual for the project period as specified in the advertisement. They will stand abolished after the completion of the project.
- Canvassing in any form is liable to rejection of the candidature
- The list of selected candidates for interview will be uploaded in Announcements section of the Institute's website www.wii.gov.in/
- The Director, WII, reserves the right to reject any application/candidature because of incomplete information provided by the candidate or for any other reason(s), thereof.

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Scientific/ Technical Manpower positions for R&D research projects, Schemes and manpower engagement adopted from Anusandhan National Research Foundation (ANRF)

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
1.	Administrative Assistant/ Field worker **(Code: ANRF-AA/ FW)**	Graduate degree in any discipline from recognized institute/ University.	50	24,000 + HRA
2.	Laboratory Assistant/ Technician/ Project Assistant/ Technical Assistant/ Field Assistant **(Code: ANRF - LA/Tech/PA/TA/ FA)**	Bachelor's Degree in Science (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences/ Agricultural/ Forestry) from recognized institute/ University **OR** 3 years Diploma in Engineering	50	27,000 + HRA Increment of 15% for 3 years of experience in the same project with maximum celling of 4 such revision, i.e. up to 12 years of experience
3.	Project Associate- I **(Code: ANRF-PA-I)**	Four Years Bachelor's Degree (4 Yr BSc degree asper National Education Policy) in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/ University **OR** Master's Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **OR**	35	i) 37,000 + HRA to scholar who selected through a) National Eligibility Test-CSIR-UGC NET including Lectureship, GATE or b) National level examination conducted by central Govt. Departments and their Agencies and Institutions ii) 30,000+ HRA those who do not fall under (i) above

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Batchlor's degree in Veterinary Science from recognized institute/ University **OR** Bachelor's Degree in Engineering/ Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **OR** Master Degree in Engineering (Computer Science/ Information Technology/ Remote Sensing/ GIS/ Data Science/ MCA/ Computer Engineering/ Computer Technology/ Electronics/ Electrical/ Electronics & Communications/ Data Science/ AI technology) from recognized institute/ University		
4.	Project Associate II **(Code: ANRF - PA-II)**	Four Years Bachelor's Degree (4 Yr BSc degree asper National Education Policy) in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/ University **AND Two years of experience** (after obtaining four years degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services	35	i) 42,000 + HRA Scholar who selected through a) National Eligibility Test- CSIR-UGC NET including Lectureship, GATE or b) National level examination conducted by central Govt. Departments and their Agencies and Institutions

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
				ii) 33,000+ HRA those who do not fall under (i) above
		OR Master's Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **AND Two years of experience** (after obtaining Master's degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's degree in Veterinary Science from recognized institute/ University **AND Two years of experience** (after obtaining BVSc degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's Degree in Engineering/ Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Two years of experience** (after obtaining Bachelor's degree Engineering/Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services		

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
5.	Senior Project Associate **(Code: ANRF - SPA)**	Four Years Bachelor's Degree (4 Yr BSc degree asper National Education Policy) in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/ University **AND Four years of experience** (after obtaining four years degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **AND Four years of experience** (after obtaining Master's degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's degree in Veterinary Science from recognized institute/ University **AND Four years of experience** (After obtaining BVSc degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's Degree in	40	57,000 + HRA

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Engineering/ Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Four years of experience** (after obtaining Bachelor's degree in Engineering/ Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Two years of experience** (after obtaining Master Degree in Engineering & Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Doctoral Degree in Science/ Engineering & Technology from recognized institute/ University		
6.	Principal Project Associate **(Code: ANRF - PPA)**	Four Years Bachelor's Degree (4 Yr BSc degree asper National Education Policy) in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine	40	67,000 + HRA

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/ University **AND Eight years of experience** (after obtaining Four Years Bachelor's degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **AND Eight years of experience** (after obtaining Master's Degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's degree in Veterinary Science from recognized institute/ University **AND Eight years of experience** (after obtaining BVSc degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's Degree in Engineering/ Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI		

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Technology/Data Science) from recognized institute/ University **AND Eight years of experience** (after obtaining Bachelor's Degree in Engineering/ Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Six years of experience** (after obtaining Master Degree in Engineering & Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Doctoral Degree in Science/ Engineering & Technology from recognized institute/ University **AND Four years of experience** (after obtaining Doctoral degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services		
S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
7.	Project Scientist –I **(Code: ANRF - PS-I)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/	35	77,000/- + HRA Increment of 5% for every 2 years of experience subject to performance

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/ University **OR** Master Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **OR** Master's Degree in Veterinary Sciences from recognized institute/ University		review
8.	Project Scientist –II **(Code: ANRF - PS-II)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/Agricultural/ Forestry Sciences from recognized institute/ University **AND Three years of Research Experience** (after obtaining Doctoral degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Three years of Research Experience** (after obtaining Master degree Engineering & Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Veterinary	40	92,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Sciences from recognized institute/ University **AND Three years of Research Experience** (after obtaining Master's degree in Veterinary Science) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services		
9.	Project Scientist – III **(Code: ANRF-PS-III)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/Agricultural/ Forestry Sciences from recognized institute/ University **AND Seven years of Research Experience** (after obtaining Doctoral degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Seven years of Research Experience** (after obtaining Master Degree in Engineering & Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Veterinary Sciences from recognized institute/ University **AND Seven years of Research Experience** (after obtaining Master's Degree in Veterinary Sciences) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services	45	1,07,000/- +HRA Increment of 5% for every 2 years of experience subject to performance review

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
10.	Project Manager **(Code: ANRF - PM)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/ University **OR** Master Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **OR** Master's Degree in Veterinary Sciences from recognized institute/ University	As per the approval of the Competent Authority	60,000 – 1,25,000/- (Consolidated) Depending on the length of experience Salary can be fixed
11.	Senior Project Manager **(Code: ANRF-SPM)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/Agricultural/ Forestry Sciences from recognized institute/ University **AND Five years of Research Experience in Relevant field** (after obtaining Doctoral Degree). **OR** Master's Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Five years of Research Experience in Relevant field** (after obtaining Master Degree in Engineering & Technology). **OR**	As per the approval of the Competent Authority	1,25,000 – 2,00,000/- (Consolidated)

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Master's Degree in Veterinary Sciences from recognized institute/ University **AND Five years of Research Experience in Relevant field** (after obtaining Master's Degree in Veterinary Sciences).		
12.	Principal Project Manager **(Code: ANRF - PPM)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/Agricultural/ Forestry Sciences from recognized institute/ University **AND Ten years of Research Experience in Relevant field** (after obtaining Doctoral Degree). **OR** Master's Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Ten years of Research Experience in Relevant field** (after obtaining Master Degree in Engineering & Technology). **OR** Master's Degree in Veterinary Sciences from recognized institute/ University **AND Ten years of Research Experience in Relevant field** (after obtaining Master's Degree in Veterinary Sciences).	As per the approval of the Competent Authority	2,00,000 – 3,50,000/- (Consolidated)

CSIR Guidelines for engagement project personal under various funded projects.

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
1.	Project Assistant - I **(Code: CSIR-PAS-I)**	SSC (10+2) or 10 +ITI	35	18,000 + HRA
2.	Project Assistant - II **(Code: CSIR-PAS-II)**	Bachelor's Degree in Science (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences/ Agricultural/ Forestry) from recognized institute/ University **OR** 3 years Diploma in Engineering/ Technology	35	20,000 + HRA Increment of 15% for 3 years of experience in the same project with maximum celling of 4 such revision, i.e. up to 12 years of experience
3.	Project Associate- I **(Code: CSIR-PA-I)**	Master's Degree/ Integrated Masters in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **OR** Master's degree in Veterinary Science from recognized institute/ University **OR** Bachelor's Degree in Engineering/ Technology (Computer	35	i) 31,000 + HRA to scholar who selected through a) National Eligibility Test-CSIR-UGC/ICAR/ICMRI NET including Lectureship, GATE or b) National level examination conducted by central Govt. Departments and their Agencies and Institutions ii) 25,000+ HRA those who do not fall under (i) above

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University		
4.	Project Associate II **(Code: CSIR-PA-II)**	Master's Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **AND Two years of experience** (After obtaining Master's degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's degree in Veterinary Science from recognized institute/ University **AND Two years of experience** (After obtaining MVSc) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's Degree in Engineering/ Technology (Computer	35	i) 35,000 + HRA Scholar who selected through a) National Eligibility Test-CSIR-UGC/ICAR/ICMRI including Lectureship, GATE or b) National level examination conducted by central Govt. Departments and their Agencies and Institutions ii) 28,000+ HRA those who do not fall under (i) above

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Two years of experience** (After obtaining Bachelor's Degree in Engineering/ Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Engineering/ Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University		
5.	Senior Project Associate **(Code: CSIR-SPA)**	Master's Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **AND Three years of experience**	40	42,000 + HRA

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		(After obtaining Master's Degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's degree in Veterinary Science from recognized institute/ University **AND Three years of experience** (After obtained MVSc) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's Degree in Engineering/ Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Three years of experience** (After obtaining Bachelor's Degree in Engineering/ Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical		

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **OR** Doctoral Degree in Science/ Engineering & Technology from recognized institute/ University		
6.	Principal Project Associate **(Code: CSIR-PPA)**	Master's Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural Sciences from recognized institute/ University **AND Six years of experience** (After obtaining Master's Degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's degree in Veterinary Science from recognized institute/ University **AND Six years of experience** (After obtaining MVSc) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Bachelor's Degree in Engineering/ Technology (Computer	40	49,000 + HRA

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Six years of experience** (After obtaining Bachelor's Degree in Engineering/ Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Doctoral Degree in Science/ Master's in Engineering & Technology from recognized institute/ University **AND Three years of experience** (After obtaining Doctoral degree/ Master's degree in Engineering/ Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services		
7.	Project Scientist –I **(Code: CSIR-PS-I)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/	35	56,000/- + HRA Increment of 5% for every 2 years of experience in the same project subject to performance review

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		University **AND Four years of experience** (After obtaining Doctoral degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Four years of experience** (After obtaining Doctoral degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services		
8.	Project Scientist –II **(Code: CSIR-PS-II)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/Agricultural/ Forestry Sciences from recognized institute/ University **AND Five years of Research Experience** (After obtaining Doctoral degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Engineering &	40	67,000/- + HRA Increment of 5% for every 2 years of experience in the same project subject to performance review

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND Five years of Research Experience** (After obtaining Master's degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services		
9.	Project Scientist – III **(Code: CSIR-PS-III)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/Agricultural/ Forestry Sciences from recognized institute/ University **AND Seven years of Research Experience** (After obtaining Doctoral degree) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/	45	78,000/- +HRA Increment of 5% for every 2 years of experience in the same project subject to performance review

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
		University **AND Seven years of Research Experience** (After obtaining Master's Degree in Engineering & Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services		
10.	Project Manager **(Code: CSIR-PM)**	Doctoral Degree in Natural Sciences (Wildlife Science/ Zoology/ Ecology/ Marine Sciences / Marine Biology/ Environmental Sciences/ Geoinformatics/ Life Sciences)/ Agricultural/ Forestry Sciences from recognized institute/ University **AND 15 years of Research Experience** (After obtaining Doctoral Degree in Science) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services **OR** Master's Degree in Engineering & Technology (Computer Science/Information Technology/ Remote Sensing/ GIS/ Data/Electrical Engineering/electronics & communication/AI Technology/Data Science) from recognized institute/ University **AND 15 years of Research Experience** (After obtaining Master's Degree in Engineering & Technology) in R&D in Industrials or Science & Technology Institutions or Scientific activities and Services	55	1,25,000 – 2,00,000/- (Consolidated) Emolument in the case will be recommended by the selection committee

Researchers /Technical Manpower positions for Social Stream (guidelines Adopted from Indian Council of Social Science Research – ICSSR) and the salary structure ad par with EQs are adopted from Anusandhan National Research Foundation (ANRF)

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
1.	**Project Assistant** (Social Science) **(Code: SS-PA)**	Bachelor's Degree in any Social Science Discipline (Geography/ Statistics/ Economics/ Public Administration/ Personnel Management/ Environmental Management/ Social Work/ Anthropology/ Economics) from recognized institute/ University	50	27,000/- + HRA Increment of 15% for 3 years of experience in the same project with a maximum ceiling of 4 such revisions i.e. up to 12 years of experience
2.	**Project Associate – I** (Social Science) **(Code: SS-PAS-I)**	Master's Degree in any Social Science Discipline (Geography/ Statistics/ Economics/ Public Administration/ Personnel Management/ Environmental Management/ Social Work/ Anthropology/ Economics) from recognized institute/ University	35	i) 37,000/- + HRA to Scholars who are selected through (a) National Eligibility Tests - CSIR-UGC NET including Lectureship (Assistant Professorship) or GATE or (b) A selection process through National level examinations conducted by Central Government Departments and their Agencies and Institutions ii) 30,000/- + HRA for others who do not fall under (i) above

S. No.	Position & Code	Essential Education Qualifications	Upper Age limit (years)	Monthly Emoluments
4.	**Project Associate-II** (Social Science) **(Code: SS-PAS-II)**	Master's Degree in any Social Science Discipline (Geography/ Statistics/ Economics/ Public Administration/ Personnel Management/ Environmental Management/ Social Work/ Anthropology/ Economics) from recognized institute/ University **AND** **2 years of research experience** in the relevant field (after obtaining Master's degree).	40	i) 42,000 + HRA Scholar who selected through a) National Eligibility Test-CSIR-UGC NET including Lectureship, GATE or b) National level examination conducted by central Govt. Departments and their Agencies and Institutions ii) 33,000+ HRA those who do not fall under (i) above
5.	Project Scientist (Social Science) **(Code: SS-PS)**	Master's Degree in any Social Science Discipline (Geography/ Statistics/ Economics/ Public Administration/ Personnel Management/ Environmental Management/ Social Work/ Anthropology/ Economics) **AND** **5 years of research experience** in the relevant field (after obtaining Master's degree).	40	77,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review

APPLICATION FORM FOR ADVERTISE CONTRACTUAL POSITIONS AT WILDLIFE INSTITUTE OF INDIA, DEHRADUN

Advertisement No. _____

Project Sl. No._____

Project Title: _____

_____

_____

1. Personal Information:

a.	Post Applied For		*Recent passport size colour photograph of the candidate*
b.	Name of the Applicant		
c.	Current Designation		
d.	Category (SC/ST/OBC/ GEN)		
e.	Current Pay-Scale *(if any)*		
f.	Father's/Husband's Name		
g.	Date of Birth & Present Age (as on last submission date of application)		
h.	Contact Details	Correspondence Address	
		E-mail	
		Mobile No.	

2. Academic Achievements:

Examination Passed	Year	University	Subject	Percentage of marks obtained
Higher Secondary				
Bachelors' Degree				
Masters' Degree				

Examination Passed	Ph.D. Reg. Year	Ph.D. Award Year	University	Subject	Awarded (Yes/ No)
Doctoral Degree (Ph.D.)					

* No Objection Certificate (NOC) from PI is mandatory and has to be submitted along with application, whose Doctoral Degree is not awarded. Failing to submit the same, application shall be liable to be rejected.

3. Details of experience in relevant fields
(Attach self-attested copies of experience letter/certificate):

Name of Institute/ Organization/ Department	Designation	Monthly Emoluments	Period		Total duration (year & months)
			From	To	

4. a) Details of Publications *(please attach separate sheet if needed)*:

Category	Number
(1) Peer-reviewed journal articles	
(2) Publication Newsletter/ conference proceedings/ Books/ Book Chapters/ Manuals	
(3) Technical/ Research Reports	
(4) Others	

4. b) Details of Projects/work experience *(please attach separate sheet if needed)*:

S. No.	Projects	Nature of Duties *(Roles and responsibilities held by applicant)*

5.   Candidate passed UGC/CSIR/ICAR NET/GATE *(JRFship/Assistant Professor)* should provide details.

6.   Seminar/Symposium/Workshop/Conference attended. (Details may be given in a separate sheet).

8.   Extracurricular activities. (Details may be given in a separate sheet).

9.   Details of National Parks, Sanctuaries & Forest areas visited (if any).

DECLARATION BY THE APPLICANT

I hereby declare that the entries in this form and additional particulars (if any) furnished in connection with the application are correct and true to the best of my knowledge & belief and nothing has been concealed therein.

(Signature of Applicant)

Place:_____

Date: _____

Check-list of the following documents/attachments is mandatory for applicant(s):

Tick ☑

1. ☐ Copy of filled-in Application/ Processing Fee(s) deposited to apply for the advertised position(s) is **mandatory.**
2. ☐ Recent passport size colour photograph of the candidate.
3. ☐ Category Certificate (SC/ST/OBC/EWS (Non-General Category)
4. ☐ Date of Birth Certificate
5. ☐ Academic Achievements as per details below:
   - i. Higher Secondary
   - ii. Bachelors' Degree
   - iii. Masters' Degree
   - iv. Doctoral Degree (Ph.D.) – If desired for the advertised post(s)
6. ☐ Documents related to work/research experience.
7. ☐ Details & documents of publication(s).
8. ☐ Documents related to passed UGC/CSIR/ICAR NET/GATE (JRFship/Assistant Professor)
9. ☐ Documents pertaining to Seminar/Symposium/Workshop/Conference(s) attended.
10. ☐ Documents related to Extracurricular activities
11. ☐ No objection Certificate (NOC) from concerned PI/Nodal Officer

12. ☐ Copy of No dues certificate if the candidate already worked in WII

Wildlife Institute of India
Chandrabani, Dehradun

No.: WII/Registrar/Misc./2024   **Dated __.12.2024**

OFFICE MEMORANDUM

Sub.:   **Scientific/ technical manpower other than JRF/SRF/RA in R&D Programs of Anusandhan National Research Foundation (ANRF): Guidelines and Document – Implementation at WII.**

Ref.:   **ANRF/OM/N-01/2024 dated 14.10.2024.**

The Institute has decided to implement the above-mentioned Anusandhan National Research Foundation (ANRF) Office Memorandum in WII for all the Researchers/Project personnel who fulfill the eligibility criteria, age and service conditions as specified in the above O.M. This will be implemented in WII w.e.f. 01.04.2024. The additional expenditure would be met from the budget head 'Manpower'. For projects, where budget is not available, the PIs are requested to write to the funding agency for the required funds. For all future proposals, this guideline shall be followed while preparing the project proposals.

The Research Coordinator is requested to conduct the WII-NET examination during May 2025 for which registration would be done by April 2025.

(Virendra R. Tiwari)
Director

Copy to:
1. PPS to DWII
2. PA to Dean
3. All Faculty
4. Research Coordinator

Annexure

Scientific/Technical Manpower positions with remuneration

and essential qualification

S.No.	Manpower Position	Essential Qualification	Earlier emoluments	Revised Monthly Emoluments (Rs.) (Vide OM No. ANRF/OM/N-01/2024, dt. 14.10.2024 of Anusandhan National Research Foundation)
1	Scientific Administrative Assistant / Field Worker	Graduate degree in any discipline	18,000/- + HRA	24,000/- + HRA
2	Laboratory Assistant/ Technician /Project Assistant /Technical Assistant /Field Assistant	Bachelor's degree in Science / 3 years Diploma in Engineering & Technology	20,000/- + HRA	27,000/- + HRA Increment of 15% for 3 years of experience with a maximum ceiling of 4 such revisions i.e. up to 12 years of experience
3	A. Project Associate-I	Four years Bachelor's Degree in Natural or Agricultural Sciences / Master's Degree in Natural or Agricultural Sciences / BVSc / B. Pharm or Bachelor's degree in Engineering or Technology or Medicine or from a recognized University or equivalent	(i) 31,000/- + HRA (i) 25,000/- + HRA	(i) 37,000/- + HRA to Scholars who are selected through (a) National Eligibility Tests - CSIR-UGC NET including Lectureship (Assistant Professorship) or GATE or (b) A selection process through National level examinations conducted by Central Government Departments and their Agencies and Institutions (ii) 30,000/- + HRA for others who do not fall under (i) above
	B. Project Associate-II	Four years Bachelor's Degree in Natural or Agricultural Sciences / Master's Degree in Natural or Agricultural Sciences / BVSc/ BPharm or Bachelor's degree in Engineering or Technology or Medicine or from a recognized University or equivalent and	(i) 35,000/- + HRA (i) 28,000/- + HRA	i) 42,000/- + HRA to Scholars who are selected through a process as mentioned in 3(i) above. ii) 33,000/- + HRA for others who do not fall under (i) above

S.No.	Manpower Position	Essential Qualification	Earlier emoluments	Revised Monthly Emoluments (Rs.) (Vide OM No. ANRF/OM/N-01/2024, dt. 14.10.2024 of Anusandhan National Research Foundation)
		Two years' experience in R&D in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services		
4	Senior Project Associate	Four years Bachelor's Degree in Natural or Agricultural Sciences /Master's Degree in Natural or Agricultural Sciences / BVSc / BPharm or bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent and Four years' experience in R&D in industrial and academic institutions or S&T organizations and scientific activities and services OR Master's Degree in Engineering or Technology from a recognized university or equivalent and Two year's experience in R&D in industrial and academic institutions or S&T organizations and scientific activities and services OR Doctoral Degree in Science / Engineering / Technology / Pharma / MD / Master of Surgery from a recognized University or equivalent	42,000/- + HRA	57,000/- + HRA
5	Principal Project Associate	Four years Bachelor's Degree in Natural or Agricultural Sciences / Master's Degree in Natural or Agricultural Sciences / BVSc / B. Pharm or Bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent and	49,000/- + HRA	67,000/- + HRA

S.No.	Manpower Position	Essential Qualification	Earlier emoluments	Revised Monthly Emoluments (Rs.) (Vide OM No. ANRF/OM/N-01/2024, dt. 14.10.2024 of Anusandhan National Research Foundation)
		Eight years' experience in R&D in industrial and academic institutions or S&T organizations and scientific activities and services, out of which four years should be in science and technology program, planning, development and co-operation OR Master's Degree in Engineering or Technology from a recognized university or equivalent and Six years' experience in R&D in industrial and academic institutions or S&T organizations and scientific activities and services OR Doctoral Degree in Science / Engineering / Technology / Pharma / MD / Master of Surgery from a recognized University or equivalent and Four year's experience in R&D in industrial and academic institutions or S&T organizations and scientific activities and services		

Scientific/Technical Manpower positions for mission mode projects, and projects with budget outlay of more than Rs 5.0 Crores

S.No.	Manpower Position	Essential Qualification	Earlier emoluments	Revised Monthly Emoluments (Rs.)
1	Project Scientist I	Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized university or equivalent	56,000/- + HRA	77,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review
2	Project Scientist II	Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized university or equivalent and Three years' experience in R&D in industrial and academic institutions or S&T organizations and scientific activities and services	67,000/- + HRA	92,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review
3	Project Scientist III	Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized university or equivalent and Seven years' experience in R&D in industrial and academic institutions or S&T organizations and scientific activities and services	78,000/- + HRA	1,07,000/- +HRA Increment of 5% for every 2 years of experience subject to performance review
4	Project Manager	Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized university or equivalent	1,25,000 – 2,00,000/- (Consolidated) 20 years experience	60,000 – 1,25,000/- (Consolidated)
5	Senior Project Manager	Doctorate Degree in Science or Master's Degree in Engineering or Technology from a recognized university or equivalent and Five years' experience in relevant field		1,25,000 – 2,00,000/- (Consolidated)
6	Principal Project Manager	Doctorate Degree in Science or Master's Degree in Engineering or Technology from a recognized University or equivalent and Ten years' experience in relevant field		2,00,000 – 3,50,000/- (Consolidated)

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
Council of Scientific and Industrial Research
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110001
Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001

No. : 5-1(342)/2017-PD   Dated : 02.09.2024

OFFICE MEMORANDUM

Sub : *Guidelines for engagement of project personnel under various CSIR (incl. NMITLI, OLP, MLP, industry sponsored, Contract / Consultancy / Sponsored projects etc) and non-CSIR funded projects* - reg.

The undersigned is directed to state that the DG, CSIR has constituted a Committee to review and framing of guidelines relating to engagement of Project staff in CSIR projects including NMITLI Project, OLP/MLP, Contract R&D and non-CSIR funded projects.

Accordingly, the DG, CSIR, in consultation with FA, CSIR, has accorded approval of revised *Guidelines for engagement of project personnel under various CSIR (incl. NMITLI, OLP, MLP, industry sponsored, Contract /Consultancy/Sponsored projects etc) and non-CSIR funded projects* which is enclosed as Annexure.

The aforesaid guidelines are issued in supersession of all the earlier guidelines related to Project Staff and shall come into force with effect from 01.09.2024.

Hindi version will follow.

(M Arun Manikanda Bharathi)
Under Secretary (Policy Division)

Encl: As Above

Copy to:

1. Directors/Heads of all the CSIR Labs/Instts/Hqrs/Units
2. Heads of all Scientific Directorates of CSIR Hqrs
3. FA, CSIR
4. Sr. COA/Sr. DS/DS/CoA/US/AO of all the CSIR Labs/Instts/Hqrs/Units
5. Sr. DFA/Sr. COFA/DFA/COFA/FAO of all the CSIR Labs/Instts/Hqrs/Units
6. O/o DG, CSIR
7. O/o JS(A), CSIR
8. O/o CVO, CSIR
9. LA, CSIR
10. CSIR Website
11. Office copy

GUIDELINES FOR ENGAGEMENT OF PROJECT PERSONNEL

1. GENERAL

1.1 These guidelines would be called "**Guidelines for engagement of project personnel under various CSIR (incl. NMITLI, OLP, MLP, industry sponsored, Contract/Consultancy/Sponsored projects etc) and non-CSIR funded projects**".

1.2 The guidelines provide for issues regarding various terminologies, essential qualifications to be met including age, emoluments for different position, procedure for engagement, leave structure and other benefits, if any.

1.3 Any relaxation in any of the aspects laid out in these guidelines shall be allowed, only in exceptional circumstances with the concurrence of FA, CSIR and with the prior approval of DG, CSIR.

1.4 These guidelines are to be followed by all Laboratories/ Institutes. Director/Sr. COA/COA/AO shall be responsible to ensure compliance of these instructions. Generally, no request should be forwarded to CSIR Hqrs. for any relaxation.

1.5 All the positions defined under these guidelines are temporary & co-terminus with the project under which one is engaged. The guidelines take into account the fact that in case of CSIR-Mission mode projects, the time line is usually 3 years and more often than not the mission projects also tend to move into version 2.0 phase as well, effectively making a mission project to be of 6 years duration in total. In such cases, it is also essential that the personnel may be required to continue in a project as they may involve unique set of skills and the time for training new personnel will hamper the progress of deliverables in the project.

1.6 Considering the facts as mentioned at 1.5 above, the total period of engagement of any project personnel under one project and/or combination of different projects, either in the same laboratory and/or different laboratories of CSIR, cumulatively taken together shall not exceed 6 years, unless otherwise provided for under these guidelines.

1.7 However, the project personnel shall be allowed to continue beyond 6 years only in case of contract/consultancy/sponsored projects funded

by Public Sector Undertakings (PSUs), Industries, Start-ups and Individual entrepreneurs, that are of 12 months or less duration. In such an event, the total period of engagement of any project personnel under one project and/or combination of different projects, either in the same laboratory and/or different laboratories of CSIR, cumulatively taken together shall not exceed 7 years.

1.8 In case of non-CSIR funded projects including those funded by international agencies, the concerned funding agency's guidelines shall be applicable. In case of non-availability of such guidelines, the one framed by CSIR (i.e., those in these guidelines) shall be applicable. In any case, the cap on period of engagement of 6 or 7 years (as the case may be as per clause 1.6 / 1.7 above) shall be applicable for non-CSIR funded projects as well.

1.9 There are also instances that the personnel engaged in CSIR or non-CSIR funded project may continue their academic journey by registering for higher degree (i.e., PhD) either under AcSIR or under any universities with which CSIR/CSIR laboratories have signed a Memorandum of Understanding. In such cases, the period of engagement of a project staff (in any project in any lab) to pursue Ph.D [i.e., between his Ph.D registration and Thesis submission] shall not be counted for the purpose of total tenure (6/7 years) mentioned under para 1.6 and 1.7 of these guidelines.

1.10 Where any doubt arises with regard to interpretation of any of these guidelines, the matter shall be referred to the Policy Division, CSIR Hqrs.
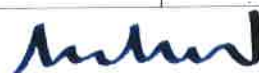
2. TERMINOLOGIES FOR VARIOUS POSITIONS

Various Institutes/Laboratories, depending on the functional requirements, engage different people under various categories. The following provides for equivalence of various categories / personnel and Institutes/Laboratories depending on the functional requirements of the project may use any of these terms interchangeably.

2.1 **_Project Assistant (PA)_**: The Project Assistants (PA-I and PA-II) shall be engaged for performing the activities of a Field Worker, Laboratory Assistant, Technician, Technical Assistant and Field Assistant.

2.2 **_Project Associate (PAT)_**: This includes PAT-I, PAT-II, Senior PAT (S-PAT) and Principal PAT (P-PAT). The various sub-categories under this position are determined by the conditions for engagement as mentioned later under these guidelines. The differentiation may be made while issuing the advertisement for the engagement under the project.

2.3 **_Project Scientist (PS)_**: This includes PS-I, PS-II and PS-III. The various sub-categories under this position are determined by the conditions for engagement as mentioned later under these guidelines. The differentiation may be made while issuing the advertisement for the engagement under the project.

2.4 **_Project Co-ordinator (PC) or Principal Investigator (PI)_**: This includes those positions which are employed under grants from non-governmental (incl. Public Sector Undertakings, industries) / voluntary organizations.

2.5 **_Project Manager (PM):_** The PM positions can only be recruited under any project costing more than ₹5.0 crores or in a centre that manages central facility of the Institute / Laboratory.

3. ESSENTIAL QUALIFICATIONS, AGE, EMOLUMENTS FOR VARIOUS PROJECT PERSONNEL POSITIONS

Sl. No.	Position	Essential Qualification	Age Limit (in years)	Monthly Emoluments (in ₹)
1.	**_Project Assistant (PA)_**			
	1.1 Project Assistant-I (PA-I)	SSC/10th plus ITI	35	18,000 + HRA
	1.2 Project Assistant-II (PA-II)	B.Sc./3 years Diploma in Engineering / Technology	35	20,000 + HRA Increment of 15% after 3 years of experience in the same project.

Sl. No.	Position	Essential Qualification	Age Limit (in years)	Monthly Emoluments (in ₹)
2.	*Project Associate (PAT)*			
	2.1 PAT-I	Masters /Integrated Masters in Natural or Agricultural or Pharmaceutical Sciences / MVSc / Animal Sciences OR Bachelor's degree in Engineering or Technology or Medicine from a recognized University **OR** Any equivalent qualifications duly recognized by the concerned authority as per the functional requirement of the Project to be recorded in writing by PI and Director	35	(a) **31,000 + HRA** for those candidates who have qualified CSIR-UGC / ICAR / ICMR NET incl. lectureship/assistant professorship or GATE **OR** those who have qualified National level examinations conducted by Central Government Departments like DBT/DST or equivalent and/or their Agencies/Institutions. (b) **25,000 + HRA** for others who do not fall under (a) above.
	2.2 PAT-II	(i) Masters /Integrated Masters in Natural or Agricultural or Pharmaceutical Sciences/ MVSc / Animal Sciences **OR** Bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent **and** 2 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services. **OR** (ii) Masters /Integrated Masters in Engineering or Technology from a recognized University.	35	(a) **35,000 + HRA** for those candidates who have qualified CSIR-UGC / ICAR / ICMR NET incl. lectureship/assistant professorship or GATE **OR** those who have qualified National level examinations conducted by Central Government Departments like DBT/ DST or equivalent and/or their Agencies/ Institutions. (b) **28,000 + HRA** for others who do not fall under (a) above.

Sl. No.	Position	Essential Qualification	Age Limit (in years)	Monthly Emoluments (in ₹)
	2.3 Senior-PAT	(i) Masters /Integrated Masters in Natural or Agricultural or Pharmaceutical Sciences/ MVSc / Animal Sciences **OR** Bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent **and** 3 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services **OR** (ii) Masters /Integrated Masters in Engineering or Technology from a recognized University **OR** Doctoral Degree in Science/ Pharma/MD/MS from a recognized University or equivalent	40	42,000+HRA
	2.4 Principal-PAT	(i) Masters /Integrated Masters in Natural or Agricultural or Pharmaceutical Sciences / MVSc / Animal Sciences **OR** Bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent **and** 6 years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services **OR** (ii) Masters /Integrated Masters in Engineering or Technology from a recognized University **OR**	40	49,000+HRA

Sl. No.	Position	Essential Qualification	Age Limit (in years)	Monthly Emoluments (in ₹)
		Doctoral Degree in Science/ Engineering / Technology/ Pharma/MD/ MS from a recognized University or equivalent. **and** 3 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services		
3.	*Project Scientist (PS)*			
	3.1 PS-I	Doctoral Degree in Science or Masters /Integrated Masters in Engineering or Technology from a recognized University or equivalent **and** 4 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services	35	56,000 +HRA Increment of 5% for every 2 years of experience in the same project.
	3.2 PS-II	Doctoral Degree in Science or Masters /Integrated Masters in Engineering or Technology from a recognized University or equivalent **and** 5 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services	40	67,000+HRA Increment of 5% for every 2 years of experience in the same project
	3.3 PS-III	Doctoral Degree in Science or Masters /Integrated Masters in Engineering or Technology from a recognized University or equivalent **and** 7 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services	45	78,000+HRA Increment of 5% for every 2 years of experience in the same project

Sl. No.	Position	Essential Qualification	Age Limit (in years)	Monthly Emoluments (in ₹)
4.	PI/Project Coordinator-I (For Non-Governmental/ Voluntary Organisations)	Doctoral Degree in Engineering/ Sciences/ Medicines /Pharma/ Social Sciences/MD **and** 4 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services	As per the scheme **Or** 45, if no scheme guidelines are available	60,000/- (Consolidated)
5.	PI/Project Coordinator-II (For Non-Governmental/ Voluntary Organisations)	Masters /Integrated Masters in Engineering/ Sciences/ Social Sciences **and** 2 years experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organizations and Scientific activities and services	As per the scheme **Or** 45, if no scheme guidelines are available	30,000/- (Consolidated)
6.	Project Manager	Doctoral Degree in Science or Masters /Integrated Masters in Engineering or Technology from a recognized University or equivalent **and** with 15 years of experience in relevant field	55	1,25,000-2,00,00 (Consolidated emoluments from the above range) **Note:** The emoluments in this case will be recommended by the selection committee with reasons to be recorded in writing.

Note

1. House rent allowance or HRA payable shall be as per the extant Government of India rules as applicable to CSIR employees.
2. In case of Project Associates (PAT-I & PAT II), if a selected candidate qualifies the CSIR UGC/NET examination after his/her appointment, he/she can be considered for payment of higher emoluments subject to the availability of provision for the same and availability of funds in the Project along with the specific recommendation of PI which are duly endorsed by Head PME and Finance and after the approval of Director/DG, CSIR (as the case may be).
3. In case of a centre that manages central facility of the Institute/Laboratory, the regular manpower should be utilized to its maximum.
4. The Project Staff including Scientific Administrative Assistant engaged prior to the notification of these guidelines shall be allowed to complete his/her tenure.

4. PROCEDURE FOR ENGAGEMENT OF PROJECT PERSONNEL

4.1 ***Advertisement for engagement of positions***: The concerned Institute / Laboratory shall advertise the positions as per their functional requirements basis. The Institute / Laboratory shall advertise these through pointer advertisement in the national print media, basis the requirement. The Institute shall host the detailed advertisement on the website and social media platforms apart from mandatorily hosting it on the National Career Service (NCS) Portal of Government of India. Advertisement(s) may also be sent to CSIR-HQ/CSIR Institutes/Labs and other academic/research institutions for wide publicity of the advertisement.

4.2 ***Constitution of Selection Committee***: The Selection Committee for the engagement of various project personnel shall be constituted by the Head of the Laboratory or Director of the Institute. In case of CSIR-HQ, DG-CSIR or any other authority designated by DG, CSIR shall constitute the Selection Committee.

(a) *For PA / PAT*: The selection committee shall consist of the following:

i.   Director's nominee / DG's nominee in case of CSIR-HQ [Chairperson]
ii. Head, PME/BD of the laboratory or nominee [Head, CPD in case of CSIR-HQ or nominee]
iii. Two subject experts [Internal/Sister Lab/External]
iv. Principal Investigator / Project Leader / Project Co-ordinator

Quorum – Chairperson and two members

(b) *For PS/PC/PI/PM*: The selection committee shall consist of the following:

i.   Director's nominee/DG's nominee in case of CSIR-HQ [Chairperson]
ii. Head, PME/BD of the laboratory [Head, CPD in case of CSIR-HQ] or nominee
iii. One subject expert from within the laboratory / Institute
iv. One expert nominee [Sister Lab/External]
v.   Principal Investigator / Project Leader / Project Co-ordinator

Quorum – Chairperson and two members

4.3 **Selection for engagement, panel of waitlisted candidates and its validity:** Considering the fact that sufficient time would be lost in engaging the personnel, the selection committee, if deems fit, may propose a panel of waitlisted candidates in the order of merit in addition to the selected candidate, only in case of projects of 18 months or more duration. Such panel, if prepared and recommended by the committee, shall be operational for a period of not more than 12 months from the date of operation of the recommendation of the Selection Committee.

4.4 **Other modes of engagement:** Only in case of exigency where the project period is less than 12 months, the concerned Institute/ Laboratory may directly engage candidate(s) fulfilling the qualifications laid down (at clause 3 above for various positions) with the reasons to be recorded in writing and due approval of the competent authority (Director / Heads in case of Institutes / Laboratory or DG in case of CSIR-HQ) and subject to provision and availability of the fund under the Project. Such engagements are exempted from the selection committee process and advertisement as mentioned above. However, their services shall invariably be co-terminus with the completion of that project or on the expiry of the extended period of tenure. The total tenure of Project Staff shall not exceed 6 or 7 years under any circumstances (refer clause 1.6 or 1.7).

4.5 The relaxation in the age limit for the candidates belonging to the category of SC/ST/PwBD/Women and the category of OBC shall be 05 years and 03 years respectively or as per Govt. of India instructions issued in this regard from time to time.

4.6 Engagement under any of these positions shall be on behalf of the sponsoring agency and shall be temporary and co-terminus with the tenure of the project or 06 years whichever is earlier. Further such engagement, directly or indirectly, shall not provide any right/claim for regularization for permanent post of CSIR. **This condition shall invariably be incorporated in the Offer of engagement of Project personnel.**

5. OTHER CONDITIONS & BENEFITS

5.1 *Conditions for engagement:*

(a) The selected candidates shall furnish a character certificate and medical fitness certificate issued by any government Medical Officer or Medical Officer(s) of CSIR-Dispensaries. Such character certificate verified by a gazetted officer including Scientists of the level of Scientist 'C' & above at CSIR. In case the candidate has resided abroad during the preceding five years, then his Character antecedent verification shall be conducted through the Intelligence Bureau (IB) before issuing offer of appointment.

(b) Each selected candidate shall sign an undertaking for maintaining confidentiality of project findings and/or any associated intellectual property information.

(c) No project personnel shall be allowed to shift from one project to another until and unless he/she is selected afresh.

(d) If any close relative of CSIR employees, as defined vide CSIR letter No. 4-73/2006-E-II dated 23.01.2008, is selected for engagement in any position as mentioned in these guidelines, Institutes/laboratories shall strictly adhere to guidelines issued by CSIR from time to time on the subject.

5.2 *Benefits* :

(a) Project personnel engaged as per these guidelines shall be eligible to medical facilities at CSIR dispensaries of the institute, to the extent of consultation and/or available medicines at the dispensary and transport facilities, if any, as per the terms and conditions with which it is provided by the Institute.

(b) Project personnel engaged in the projects may be covered under Group Medical Insurance Scheme, subject to their willingness, for which the cost shall be borne by the individual concerned.

(c) Project personnel shall be eligible for travel allowance and dearness allowance as per the Office Memorandum of CSIR *i.e.,* 5-1(53)/2008-PD dated 12.04.2023. However, in case any project involves the project personnel travelling abroad, such travel shall be allowed with a due approval of the Director of the Institute (and DG in case of CSIR-HQ) as per rules applicable to international travel of CSIR employees.

(d) Women project personnel shall be eligible for maternity leave of 180 days and the male project personnel shall be eligible for paternity leave of 15 days *only in case of two surviving children* as per CSIR norms. *Further, the Project Staff shall be paid the stipend for the period of aforesaid leave only after re-joining the office after availing such leave and submission of relevant medical reports/documents.*

(e) The project personnel are entitled to avail leaves as per extant rules of CSIR *i.e.,* 12 days of leave (at the rate of one day leave per month). Any leave availed beyond this shall be without emoluments calculated *pro-rata.*

(f) The project personnel may be allowed to register for higher degree (*i.e.,* PhD) as per the policy of the Institute, if they fulfill all the requirements laid down for such purposes, provided that the project duration is at least 3 years or more, apart from any other conditions laid down by the concerned Institute/Laboratory. The permission to register for Ph.D is subject to the condition that the work of the project is not affected and it will be without any financial obligation to CSIR/Project. The tenure of the Project personnel shall not be extended merely on the ground that he/she has not completed the PhD.

6. APPLICABILITY AND REPEALS

6.1 The above guidelines shall be followed scrupulously in letter & spirit by all the laboratories/institutes.

6.2 Any experience certificate to project personnel shall be issued by the Administration of the concerned Laboratory/Institute. However, any other recommendation letter or reference letter shall be issued by the Principal Investigator / Project Leader in all cases except Project Manager *and such letter shall not commit on any administrative aspects.* For Project Manager, such recommendation or reference letter shall be issued by the Director/Head of the Laboratory/Institute.

6.3 Mere engagement as project personnel shall not confer any such personnel the right to register for higher degrees or permanent employment in CSIR or its Laboratories/Institutes.

6.4 These guidelines shall come into effect from 01.09.2024 and shall supersede all previous guidelines/instructions regarding the engagement of project staff/personnel.

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