

**Council of Scientific & Industrial Research
Technology Management Directorate - Industry Interface**

**OFFICE MEMORANDUM
कार्यालय ज्ञापन**

सं. 4/सीएमजी/2020-टीएमडीआईआई

13 अगस्त, 2020

Sub: Guidelines relating to engagement of project staff in CSIR Projects including NMITLI projects, OLP/MLP, Contract R&D and non-CSIR funded Projects

1. CSIR vide OM No.4/CMG/2020-MD dated February 6, 2020 has adopted Department of Science & Technology (DST) OM No. SR/S9/Z-05/2019 dated August 21, 2019 *in toto* for recruitment and remuneration of the project staff in CSIR Projects including NMITLI projects, OLP/MLP, Contract R&D and non-CSIR funded Projects with effect from February 6, 2020.
2. DST vide OM No. SR/S9/Z-05/2019 dated July 10, 2020 has revised aforesaid guidelines in supersession of earlier guidelines issued on August 21, 2019.
3. DG, CSIR has approved adoption of DST OM No. SR/S9/Z-05/2019 dated July 10, 2020 (enclosed at Appendix I) *in toto* for recruitment and remuneration of the project staff in CSIR Projects including NMITLI projects, OLP/MLP, Contract R&D and non-CSIR funded Projects with effect from July 10, 2020. However, Head, Business Development Group or nominee will act as a member of the Selection Committee to be constituted for selecting Project Assistants/ Associates instead of Dean R&D or nominee.
4. These guidelines are to be followed by all Laboratories/ Institutes. Sr. COA/ COA will be responsible to ensure compliance of these instructions. No request should be forwarded to CSIR Hqrs for any relaxation.
5. These guidelines shall come into effect from July 10, 2020 and will supersede other OMs issued on the subject.
6. This issues with the concurrence of CSIR-IFD vide note no. 30-1(41)/2019-IFD dated August 5, 2020.

मंयंक
13.08.2020
(मंयंक माथुर)
प्रधान वैज्ञानिक

Copy to:

1. Directors of all CSIR Laboratories/ Institutes
2. Sr.COA/COA/ F&AO of all CSIR Laboratories/ Institutes
3. Heads of all Directorates/Units/Establishments of CSIR Hqrs
4. PS to DG, CSIR
5. JS (Admn.), CSIR
6. FA, CSIR
7. CVO, CSIR
8. LA, CSIR
9. DS(CO)
10. Head, IT Division with a request to upload the OM on CSIR website
11. Office Copy

SR/S9/Z-05/2019
Government of India
Ministry of Science & Technology
Department of Science & Technology

Technology Bhavan
New Mehrauli Road
New Delhi-110016

Dated: 10 July 2020

OFFICE MEMORANDUM

Subject: *Scientific / Technical Manpower other than JRF/SRF/RA in R&D programmes of Ministry of Science & Technology and Ministry of Earth Sciences and Institutes and Laboratories under their administrative control: Guidelines and emoluments*

In supersession of this Department's Office Memorandum of even number dated 21 August, 2019 on the above subject, the guidelines and emoluments of scientific / technical personnel, other than Junior Research Fellow (JRF) / Senior Research Fellow (SRF) / Research Associate (RA) in extramural and intramural R&D projects stand amended.

2. Specific manpower positions suitable for inducting in R&D projects with remuneration, essential qualification, upper age-limit and other guidelines have been approved as detailed in *Annexure*. These guidelines help the Principal Investigators (PIs) / Institutes to choose appropriate manpower positions with required qualifications for successful implementation of projects. All Manpower positions in projects will be co-terminus with the project.
3. These manpower positions would be adopted in R&D projects of Departments / Ministries and their constituent institutions and laboratories under the Ministry of Science and Technology and Ministry of Earth Sciences.
4. The guidelines shall be effective from the date of issue of the Office Memorandum.
5. This issues with the approval of the Hon'ble Union Minister for Science & Technology, Earth Sciences and Health & Family Welfare vide E-Office No. E 23171 dated 03.07.2020.



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To

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

Annexure

A. Scientific / Technical Manpower positions with remuneration, essential qualification and upper age-limit

Sl. No.	Manpower Position	Essential Qualification	Upper Age limit (years)	Monthly Emoluments (Rs.)
1.	Scientific Administrative Assistant/Field Worker	Graduate degree in any discipline	50	18,000/- + HRA
2.	Laboratory Assistant/Technician / Project Assistant / Technical Assistant / Field Assistant	B.Sc./ 3 years Diploma in Engineering & Technology	50	20,000/- + HRA Increment of 15% for 3 years of experience with maximum ceiling of 4 such revisions i.e. upto 12 years of experience.
3.	A. Project Associate-I	Master's Degree in Natural or Agricultural Sciences / MVSc or bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent	35	(i) 31,000/- + 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) 25,000/- + HRA for others who do not fall under (i) above.
	B. Project Associate-II	(i) Master's Degree in Natural or Agricultural Sciences / MVSc or bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent;	35	(i) 35,000/- + HRA to Scholars who are selected through a process as mentioned 3(i) above.



		and (ii) 2 years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services		(ii) 28,000/- + HRA for others who do not fall under (i) above.
4.	Senior Project Associate	(i) Master's Degree in Natural or Agricultural Sciences / MVSc or bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent; and (ii) Four years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services OR Doctoral Degree in Science / Engineering / Technology / Pharma / MD / MS from a recognized University or equivalent	40	42,000/- + HRA
5.	Principal Project Associate	(i) Master's Degree in Natural or Agricultural Sciences or Bachelor's Degree in Engineering or Technology or Medicine from a recognised University or equivalent; and (ii) Eight years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services OR (i) Doctoral Degree in Science / Engineering / Technology / Pharma / MD / MS from a	40	49,000/- + HRA



		<p>recognized University or equivalent; and</p> <p>(ii) Four years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services</p>		
6.	*Project Scientist I	<p>Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized University or equivalent</p>	35	56,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review.
7.	*Project Scientist II	<p>(i) Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized University or equivalent; and</p> <p>(ii) Three years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services</p>	40	67,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review.
8.	*Project Scientist III	<p>(i) Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized University or equivalent; and</p> <p>(ii) Seven years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services</p>	45	78,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review.
9.	PI/Project Coordinator – I (For Non-Governmental / Voluntary Organizations)	<p>Doctoral Degree in Engineering / Sciences / Medicine / Pharma / Social Sciences / MD</p>	As per the scheme	60,000/- (Consolidated)

10.	PI/Project Coordinator – II (For Non-Governmental / Voluntary Organizations)	Master's Degree in Engineering / Sciences / Social Sciences	As per the scheme	30,000/- (Consolidated)
11.	#Project Manager	Doctoral Degree in Science or Master's Degree in Engineering or Technology from a recognized University or equivalent with 20 years of experience in relevant field.	Minimum age of 45 years	1,25,000 – 2,00,000/- (Consolidated)

**Existing Project Scientists B, C and D who are working in ongoing projects of Science Ministries and their institutions with the prescribed qualifications or Master's Degree in Science or Bachelor's Degree in Engineering or Technology with minimum 60% marks from a recognized University or equivalent would be subsumed into the approved categories (Project Scientist I, II and III) by mapping their experience and age limit. Their remuneration in the earlier post would be protected.*

This post is meant for big-ticket projects (costing more than Rs. 10.0 crore) or for a Center which manages Central Facilities of the Institute. The concerned Department / Agency may fix remuneration in the given band depending on the length of experience following their appraisal / approval process.

B. Selection Process

A Selection Committee of the following composition (minimum) would be constituted by the Head of the local Institution for selection of the candidate/s:

I Selection Committee for Project Assistants / Associates

- i. Dean R&D or nominee
- ii. One subject expert from the Institute
- iii. One subject expert from outside the Institute
- iv. Principal Investigator

II Selection Committee for Project Scientists / Coordinator / Manager

- i. Director / Head of the Institution or nominee
- ii. One subject expert from the Institute
- iii. One expert nominee of concerned Ministry / Department
- iv. Principal Investigator

C. Service conditions of Scientific / Technical manpower

- (i) **DA & CCA:** Scientific / Technical Manpower in projects are not entitled to DA & CCA.
- (ii) **House Rent Allowance (HRA):** HRA is allowed to all categories, except for Project Investigator (PI) / Project Coordinators in Non-Governmental / Voluntary Organizations (NGO/VO) / Project Manager as per Central Government norms applicable in the city/location where they are working. The percentage required for calculating HRA will be based on the remuneration.

(iii) **Medical Benefits:** The Scientific / Technical manpower will be entitled for medical benefits as applicable in the implementing institution.

(iv) **Leave and other entitlements:** The Scientific / Technical manpower are entitled to leave as per rules of the host institution. Maternity leave as per the Govt. of India instructions issued from time to time would be available to all categories. The travel entitlement is as per Institute norms.

(v) **Bonus, Gratuity & Leave Travel Concession:** The Scientific / Technical manpower will not be entitled to these allowances.

