

**RULES
FOR
JUNIOR/SENIOR RESEARCH
FELLOWSHIP & RESEARCH
ASSOCIATESHIPS**

**INDIAN COUNCIL OF FORESTRY
RESEARCH
AND EDUCATION
P.O. NEW FOREST, DEHRADUN- 248006**

GENERAL

- 1.1** The philosophy of Indian Council of Forestry Research & Education is to provide scientific research and development in forestry and related areas of conservation, production, utilization, education and extension with clear-cut objectives of making research and development plans for the services that science and technology is required to provide for the development of environment, economy and society. The importance of forestry research and education and extension is manifold: conservation of biodiversity, maintenance and increase in forest area, commercial forestry, forest based industries raw material resource generation, production for local community requirements etc. It is a multidisciplinary science and fulfillment of the requirement of trained R & D personnel for the realization of the goals is becoming increasingly important. The objectives of awarding Research Fellowship and Associateships of ICFRE at its research institutes and centers are to provide manpower for conducting research, on short term projects under the expert guidance of faculty members scientists/foresters working in various institutes/centers and to generate trained human resource for R&D.
- 1.2** ICFRE Research Fellowships and Associateships are tenable in the research institutes /centers under ICFRE and other organizations/universities/institutes where ICFRE funded research projects are running ICFRE, however, reserves the right to determine the place best suited to undertake the research work..
- 1.3** Award of Research Fellowships and Associateships by ICFRE does not guarantee for any employment to the awardee. ICFRE has full right to award /terminate the Research Fellowships and Associateships.

2. SUBJECT OF RESEARCH

Subject/topic of research relevant to the research programmes of ICFRE and institute/centers under its control shall be the priority.

3. JUNIOR RESEARCH FELLOWSHIPS (JRF)

3.1 Eligibility

3.1.1 Educational Qualification

Applicants must possess at least first class Post graduate degree in Chemical science, Physical science, Life science, Agricultural science, Forestry science, Engineering/Technology or equivalent.

3.1.2 Age :

The upper age limit for JRF shall be 28 years on the 1st day of June of the year in which the application is made; which is relaxable upto 5 years in case of candidates belonging to SC/ST.

3.2 Selection Procedure

Applications for JRF shall be invited by Directors of the institutes /centers under ICFRE independently twice a year through press advertisement on all India basis or notifying the Vice-chancellors of the Universities of the region of the institutes of ICFRE for which JRFs are to be awarded.

3.2.2 Director of the concerned institute shall be the competent authority to decide the procedure for short listing the applicants for interview by the selection Committee consisting of the following .:

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| (i) | Directors of Concerned institute of ICFRE. | Chairperson |
| (ii) | Three outside experts to be nominated by ICFRE preferably Professors/Associate Professors/Scientists/R&D personnel. | Members |
| (iii) | Two Heads of Division of the concerned institutes of ICFRE to be nominated by Director of the concerned institute of ICFRE | Members |
| (iv) | Group Co-ordinator of the concerned Institutes | Members |
| (v) | Nominee of Dy. Director General (Research) ICFRE | Member |

3.3 Stipend and Tenure of JRF

The stipend of JRF will be Rs. 5000/- P.M. for a period of 2 years. The fellowship can be extended for one more year subject to satisfactory performance to be assessed at the end of 2 years by a committee consisting of the guide of the JRF, Head of Division concerned and Group Co-ordinator of the institute concerned. In the event of committee not recommending the extension, the fellowship will be terminated.

3.4 Up- gradation of Senior Research Fellow

On completion of 2 years JRF can apply for up-gradation to SRF will be 6000/- p.m. for a maximum period of 2years. The total period as JRF plus SRF shall not exceed 4 years. The up-gradation to SRF at a stipend of Rs. 6000/- p.m. shall be on the basis of assessment of Fellow's progress of research work/ achievements by an Expert Committee consisting of guide of the JRF, Head of division concerned and an external member not below the rank of Associate professor/Reader/Scientist SF to be nominated by the Director of the institute concerned. On the recommendations of the expert committee and after approval of the Director , JRF will become SRF and shall be paid Rs. 6000/- p.m. stipend for the period recommending by the expert Committee. In the event of committee not recommending up-gradation to SRF the fellowship may be terminated. After the expiry of the extended period of stipend as SRF the progress of research work/achievements shall be again assessed by the same Expert Committee for further extension.

3.5 Order for extension/ Upgradation

Detailed progress report duly supported by reports of publication/ accepted for publication/communicated for publication alongwith the recommendation of the Expert Committee are to be forwarded by the Director of the institute to Deputy Director General (Education) ICFRE within one month from the date of expiry of 2 years, for concurrence for issuing extension/up-gradation order is to be issued only after it is approved by Director General, ICFRE.

4. SENIOR RESEARCH FELLOWSHIPS (SRF)

4.1 Eligibility

4.1.1 Educational Qualification

Applicants must possess at least Post graduate degree in Chemical science, Physical science, Life science, Agricultural science, Forestry science, Engineering/Technology or equivalent with first division and at least 2 years research experience after Post Graduation.

4.1.2 Age :

The upper age limit for SRF shall be 30 years on the 1st day of June of the year in which the application is made; which is relaxable upto 5 years in case of candidates belonging to SC/ST.

4.2 Selection Procedure

4.2.1 Applications for SRF shall be invited by Directors of the institutes /centers under ICFRE as per procedure prescribed for JRF under rule (3.2.1). Application of suitable candidates duly forwarded by the supervisor, concerned Head of the Division and Director of the institutes should be sent to Dy. Director General (Education) ICFRE.

4.2.2

Selection will be made through assessment by and Expert Committee nominated by Director General, ICFRE as under :

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| (i) | Deputy Director General (Research), ICFRE | Chairperson |
| (ii) | Two Scientists of at Scientist 'SF' level of Concerned disciplines/forester of at least Conservator level to be nominated by the Director General | Member |
| (iii) | Nominee of the Director General, from the Directorate of Education | Member
Secretary |

4.2.3 Candidates can be called for interview and shall be paid second class to and from rail/bus fare by the shortest route. Candidates are expected to join within one month from the date of issue of the award letter failing which award may be cancelled. However in exceptional circumstance extension for a maximum of 2 months can be given by the Director of the institute/Director General, ICFRE.

4.3 Stipend and Tenure of SRF

4.3.1 The SRF shall be entitled to get a stipend of Rs. 6000/- p.m. for the first and second year and Rs. p.m. during the 3rd year and 4th year of the extended period of the fellowship.

4.3.2 The tenure of SRF shall be initially for 2 years. It can be extended to 3rd year on the basis of research work/achievements by the Expert Committee as mentioned above. The case for extension is to be forwarded by the Director of the institute with his expert committee. Extension for the 4th year can be granted in exceptional cases on the basis of the recommendation of the Expert committee.

4.3.3 The total period of a fresh SRF shall not exceed 4 years. If the candidate has already worked as JRF for two years elsewhere total period of JRF+SRF shall not exceed 4 years. An applicant who held a CSIR/ ICAR/UGC or any other fellowship for full tenure earlier is not eligible for fresh award of the same or lower category of fellowship.

RESEARCH ASSOCIATESHIP (RA)

5.1 Eligibility

5.1.1 Educational Qualification and Experience

The candidates possessing Doctorate degree or having 3 years research/teaching experience after Post graduation in Forestry/ Agriculture/Chemical science/ Physical science/ Life science/ Engineering/Technology in first class will be eligible for the award of Research Associateship.

5.1.2 Age :

The upper age limit for RA shall be 35 years relax able upto 5 years in case of candidates belonging to SC/ST.

5.2 Selection Procedure

5.2.1 Applications for R.A. shall be invited by Directors of the institutes /centers under ICFRE as per procedure prescribed for JRF under rule (3.2.1). Application of suitable candidates duly forwarded by the supervisor, concerned Head of the Division and Director of the institutes should be sent to Dy. Director General (Education) ICFRE.

5.2.2 Selection will be made through assessment by and Expert Committee nominated by Director General, ICFRE as under :

(i)	Deputy Director General (Research), ICFRE	Chairperson
(ii)	Two Scientists of at Scientist 'SF' level of Concerned disciplines/forester of at least Conservator level to be nominated by the Director General	Member
(iii)	Nominee of the Director General, from the Directorate of Education	Member Secretary

5.2.3. Candidates can be called for interview and shall be paid second class to and fro rail/bus fare by the shortest route. Candidates are expected to join within one month from the date of issue of the award letter failing which award may be cancelled. However in exceptional circumstance extension for a maximum of 2 months can be given by the Director of the institute/Director General, ICFRE.

5.3 Stipend and Tenure

5.3.1 RAs will be entitled for consolidated stipend of Rs. 8000/ p.m. with an increase of Rs. 100/ per year.

5.3.2 Associateships will be tenable initially for a period of 2 years extendable by another 3 years. In no case the total period of the extendable by another 3 years. In no case the total period of the Associateships shall exceed 5 years. Extension shall be granted on the recommendation of the Expert Committee consisting of the following :

(i)	Deputy Director General (Research), ICFRE	Chairperson
(ii)	Two Head of Division of Concerned	Member
(iii)	Nominee of the Director General, (Edu.) from the Directorate of Education	Member Secretary

6. Assignment of Fellowship to Institute

6.1 The Director General, ICFRE will be competent authority to sanction the number of all types of fellowship depending upon the requirement of the Institutes.

6.2 The number of fellowship will be distributed by Director General, ICFRE between different Institutes under ICFRE and their centers depending on the Institutes requirements. Director General, shall reserve the right to determine the place of work best suited in terms of availability of physical facilities and competent supervision in the branch of science in which an awardee is required to work..

7. GENERAL TERMS AND CONDITIONS OF FELLOWSHIP

7.1 The award of fellowship does not imply to the awardee any assurance or guarantee for subsequent employment in any Institutes/Center under ICFRE.

7.2 The following are the obligations that a research fellow is expected to meet under the fellowship grants :

7.2.1 He /She must be a full time research worker and submit him self/herself to the discipline regulation of the institutes/laboratory in which he/see is working . Regular attendance of the fellow may be ensured by the supervisor by keeping an attendance register.

7.2.2 In case of the fellow desiring to appear for any competitive examination , he/she must inform the concerned Head of the institute in writing and obtain written approval applying.

7.2.3 Each research fellow shall be required to submit to the concerned Head of the Institute quarterly report and a detailed annual report on the progress of his/her work through his/her supervisor in the prescribed proforma. The Head of the Institute shall forward a copy of the progress reports to DDG (Education) , ICFRE. Once a research fellow accepts the fellowship and joins, it is obligatory for him/her to continue the fellowship for the normal tenure.

7.2.4 No fellow shall discontinue he/she fellowship without the prior approval of the concerned Head of the Institute. In case he/she wants to discontinue his/her fellowship prior to the completion of the tenure or the attainment of original objective of research , he/she must submit his/her resignation to the concerned Head of the Institute through the supervisor duly forwarded by the concerned Divisional Head at least one month in advance indication specific reasons for not continuing the

fellowship for the full term. In case he/she leaves the fellowship without prior approval of the concerned Head of the institutes he/she will be liable to make such refund as may be decided by the concerned Head of the institute while accepting the resignation.

- 7.2.5** Before termination or resignation from the fellowship, a fellow must furnish a detailed final report of the research work done during the entire tenure through the supervisor to the concerned Head of the Institute in the prescribed proforma. The Head of the institute shall forward the report to DDG (Education) ICFRE.
- 7.2.6** Research Fellows may apply to registrar for the award of Ph.D Degree with the Forest Research Institute-Deemed University provided the Ph.D work to be undertaken does not interfere with the project work assigned to the awardee..
- 7.2.7** A copy of the Ph.D thesis shall be deposit with the Central Library of the concerned Institute . The thesis will be submitted to the Forest Research institute-Deemed University in accordance with the rules of the University on the subject.
- 7.3** ICFRE may send whenever considered necessary its officers for reviewing the work of the Fellows and Associates, inspection of accounts etc. in Institutes where the scholars are placed.
- 7.4** The stipend of research Fellow/associate is exempted from the payment of the income tax..
- 7.5** Any kind of paid or honorary part –or –fulltime employment or private even in honorary capacity is not permissible during the tenure of fellowship/Associate ship.
- 7.6** Leave travel concession will not be admissible.

8. TRAVELLING ALLOWANCED/D.A.RULES

- 8.1** The candidates called for interview will be paid traveling expenses equal to single second class train fare from the railway station nearest to his place of residence to the railway station nearest to his place of interview and back by the shortest route. If a place is connected by rail as well as by road or partly by rail or partly by road, the candidate will be entitled to get second class rail fare/actual bus fare which ever is less.
- 8.2** A research fellow is eligible to claim TA/DA as admissible to the officers of the ICFRE drawing the same salary in accordance with the rules of the Institute for any tour undertaken only in connection with his/her approved research programmes of presentation of research results in a conferences/seminar/symposium etc. and not for attending any course for which certificates are awarded.

9. Leave

- 9.1** Leave with stipend not exceeding 45 days for each completed years of tenure may be allowed by the Head of Division. The leave will be treated as part of the fellows tenure. No carrying over of the leave to the next year is permitted. Sanction of leave without stipend may be considered by Director of the Institute special circumstances. In case a fellow proceeds on leave before termination of fellowship, he/she must join back before the expiry of tenure, failing which the tenure will be deemed to have terminated with effect from the date he/she proceeded on leave.
- 9.1.1** The Head of division can grant leave to a fellow in his Institute on the recommendation of the Guide if the leave is due, as prescribed in the above para If fellow should not be allowed to proceed on leave to visit a foreign country for attending conferences, seminars etc. without prior approval of the Director of Institute. The entire duration of such foreign visits if funded by any national/international agency, w hether partially or fully, would be treated as leave stipend.
- 9.1.2** For women, fellows, full stipend may be paid per month during the period of absence upto 90 days on grounds of maternity. Such leave shall be sanctioned by the Head of the Institute. The fellowship amount for leave period will be paid after the fellow resumes duty and submits a medical

certificate in support of actual confinement. It is expected that the Fellow will make up the deficiency in research project during the remaining tenure.

- 9.2.1 No casual leave would be admissible. Any leave taken will be deducted from the leave admissible to the fellow.

10. ACCOMMODATION/HRA

- 10.1** All Research Fellows may be allowed hostel accommodation wherever available. Where this is not possible, house rent allowance will be allowed as per the rules of the institution subject to the condition that HRA payable, in no case, shall be more than the rates payable to Central Govt./ICFRE employees in the area. The basis for calculating HRA will be the actual stipend of the Research Fellow.

11. MEDICAL BENEFITS

- 11.1** All Research Fellows may be provided medical benefits as per rules of the Institution. This will be limited to the fellow only and not for his/her family members/dependant.

12. TERMINATION OF FELLOWSHIP

- 12.1** The fellowship will be terminated :

- (i) In the expiry without notice.
- (ii) In case the concerned Head of the Institute/ICFRE is not satisfied with the progress of work.

13. PUBLICATION AND PATENT

- 13.1** In all papers published out of research work of the fellows, the fellow will be the first author subject to the condition that an acknowledgement of financial assistance of the ICFRE will be made in such published paper. Any Publication arising out of the grant during the tenure of the fellowship will be required to be approved by the Director of the Institute concerned.

- 13.2** All patents, rights designs and inventions derived from research work conducted from this official grants shall belong to the ICFRE.

14. RELAXATION

- 14.1** Any relaxation would require approval of the Director General, ICFRE. In all matters decision taken by the Director General ICFRE will be final.