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

Ref.: CSIR OM No.4/CMG/2020-TAMDII dated 13.08.2020

In pursuance of CSIR OM No.4/CMG/2020-TAMDII dated 13.08.2020 adopting DST OM No.SR/S9/Z-05/2019 dated 10.07.2020 (copy enclosed), in toto, the Director, CLRI, has been pleased to implement *ibid* CSIR OM regarding guidelines relating to engagement of project staff in CSIR Projects including NMITLI projects, OLP/ MLPI, Contract R&D and non-CSIR funded Projects. Henceforth, all the engagement of project staff will be as per CSIR revised guidelines.

Further, the designation and monthly emoluments of the existing project staff are revised with effect from **10.07.2020**, as follows:

<table>
<thead>
<tr>
<th>Existing Designation &amp; Monthly Emoluments</th>
<th>Revised Designation</th>
<th>Monthly Emoluments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Project Assistant Level - I Rs.20,000/- plus HRA</td>
<td>Project Assistant</td>
<td>Rs.20,000/- plus HRA increment of 15% for 3 years of experience with maximum ceiling of 4 such revisions i.e., upto 12 years of experience</td>
</tr>
<tr>
<td>2. Project Assistant Level - II Rs.31,000/- plus HRA</td>
<td>Project Associate - I</td>
<td>Rs.25,000/- plus HRA</td>
</tr>
<tr>
<td>3. Project Assistant Level - III Rs.35,000/- plus HRA</td>
<td>Project Associate - II</td>
<td>Rs.28,000/- plus HRA</td>
</tr>
<tr>
<td>4. Junior Research Fellow (Project) Rs.31,000/- plus HRA</td>
<td>Project Associate - I</td>
<td>(i) Rs.31,000/- plus 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) Rs.25,000/- plus HRA for others who do not fall under (i)</td>
</tr>
<tr>
<td>Existing Designation &amp; Monthly Emoluments</td>
<td>Revised Designation</td>
<td>Monthly Emoluments</td>
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<td>-----------------------------------------</td>
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</tr>
</tbody>
</table>
| 5. Senior Research Fellow (Project)    | Project Associate - II | (i) Rs.35,000/- plus 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) Rs.28,000/- plus HRA for others who do not fall under (i) |
| Rs.35,000/- plus HRA                    |                     |                    |
| 6. Research Associate - I & II         | Senior Project Associate | Rs.42,000/- plus HRA |
| Rs.42,000/- plus HRA                    |                     |                    |

*JRF/SRF engaged under various projects with Post Graduate degree in Professional Courses without NET/GATE qualification are eligible to be paid monthly emoluments of only Rs.25,000/- plus HRA or Rs.28,000/- plus HRA, as the case may be, w.e.f. 10.07.2020.*

As per the revised guidelines, all manpower positions in project will be co-terminus with the project and therefore shifting of the manpower from one project to another project will not be considered henceforth.

To

All Heads of Divisions/ RCEDs - with a request to circulate to the Individuals concerned

Copy to:
1. Head, PPBD
2. COFA
3. Section Officers (ElI / EIIII / EIV)
4. DDO
5. PS to Director
6. PA to AO
7. Notice Boards
8. Intranet
9. Office Copy
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 8, 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.


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.

Copy to:

1. Directors of all CSIR Laboratories/ Institutes
2. Sr.CO/A/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 (Admin.), 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
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.

(Dr Praveenkumar S)
Scientist F / SERC
Tele: 011-26963695

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

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Manpower Position</th>
<th>Essential Qualification</th>
<th>Upper Age limit (years)</th>
<th>Monthly Emoluments (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Scientific Administrative Assistant/Field Worker</td>
<td>Graduate degree in any discipline</td>
<td>50</td>
<td>18,000/- + HRA</td>
</tr>
<tr>
<td>2</td>
<td>Laboratory Assistant/Technician / Project Assistant / Technical Assistant / Field Assistant</td>
<td>B.Sc./ 3 years Diploma in Engineering &amp; Technology</td>
<td>50</td>
<td>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.</td>
</tr>
<tr>
<td>3</td>
<td>A. Project Associate-I</td>
<td>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</td>
<td>35</td>
<td>(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.</td>
</tr>
<tr>
<td>B. Project Associate-II</td>
<td>(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;</td>
<td>35</td>
<td>(i) 35,000/- + HRA to Scholars who are selected through a process as mentioned 3(i) above.</td>
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<tr>
<td>4.</td>
<td><strong>Senior Project Associate</strong></td>
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<tr>
<td></td>
<td>(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</td>
<td>40</td>
<td></td>
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<tr>
<td></td>
<td>OR</td>
<td>42,000/- + HRA</td>
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<tr>
<td></td>
<td>Doctoral Degree in Science / Engineering / Technology / Pharma / MD / MS from a recognized University or equivalent</td>
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<td>5.</td>
<td><strong>Principal Project Associate</strong></td>
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<td></td>
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<tr>
<td></td>
<td>(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</td>
<td>40</td>
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<tr>
<td></td>
<td>OR</td>
<td>49,000/- + HRA</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(i) Doctoral Degree in Science / Engineering / Technology / Pharma / MD / MS from a</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Project Scientist I</td>
<td>Doctoral Degree in Science or Master’s Degree in Engineering or Technology from a recognized University or equivalent</td>
<td>35</td>
<td>56,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review.</td>
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</tbody>
</table>
| 7. | Project Scientist II | (i) Doctoral Degree in Science or Master’s Degree in Engineering or Technology from a recognized University or equivalent; and  
(ii) Three years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services | 40 | 67,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review. |
| 8. | Project Scientist III | (i) Doctoral Degree in Science or Master’s Degree in Engineering or Technology from a recognized University or equivalent; and  
(ii) Seven years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services | 45 | 78,000/- + HRA Increment of 5% for every 2 years of experience subject to performance review. |
<p>| 9. | PI/Project Coordinator - I (For Non-Governmental / Voluntary Organizations) | Doctoral Degree in Engineering / Sciences / Medicine / Pharma / Social Sciences / MD | As per the scheme | 60,000/- (Consolidated) |</p>
<table>
<thead>
<tr>
<th></th>
<th>PI/Project Coordinator - II (For Non-Governmental / Voluntary Organizations)</th>
<th>Master's Degree in Engineering / Sciences / Social Sciences</th>
<th>As per the scheme</th>
<th>30,000/- (Consolidated)</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.</td>
<td>#Project Manager</td>
<td>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.</td>
<td>Minimum age of 45 years</td>
<td>1,25,000 – 2,00,000/- (Consolidated)</td>
</tr>
</tbody>
</table>

*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.

-4-
(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.