



राष्ट्रीय पादप जीनोम अनुसंधान संस्थान, नई दिल्ली

संख्या: 1-1(7)/2019/रा.पा.जी.अनु.सं./प्रशासन /629

दिनांक: दिसंबर 17, 2019

अधिसूचना

राष्ट्रीय पादप जीनोम अनुसंधान संस्थान, नई दिल्ली, के संस्थापन प्रलेख एवं नियमों (नियम 35 (viii)) के तहत प्रदान की गई शक्तियों के प्रयोग में और बायोटेक्नोलॉजी विभाग, विज्ञान और प्रौद्योगिकी मंत्रालय, भारत सरकार, के अनुमोदन से संस्थान की शासी निकाय द्वारा राष्ट्रीय पादप जीनोम अनुसंधान संस्थान के प्रशासन और प्रबंधन के मामलों के लिए संलग्न नियमों को तैयार किया गया है।

1. संक्षिप्त शीर्षक और प्रारंभ

- इन नियमों को राष्ट्रीय पादप जीनोम अनुसंधान संस्थान, बाय लॉज 2018 कहा जाएगा।
- वे अपनी अधिसूचना की तारीख पर लागू होंगे।

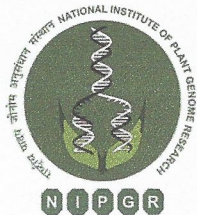
2. छूट प्रदान करने की शक्ति

संस्थान की शासी निकाय को निदेशक, रा.पा.जी.अनु.सं द्वारा की गई सिफारिशों पर, केंद्र सरकार की मंजूरी के साथ, इन उप-नियमों के किसी भी प्रावधान को कारण बताकर/बिना कोई कारण बताए, संभावित प्रभाव से छूट प्रदान करने, संशोधन, संशोधित करने का अधिकार होगा। इन नियमों की अधिसूचना के बाद, यह नियम सभी प्रशासनिक आदेश/निर्देश/प्रक्रियाएं जो वर्तमान में प्रासंगिक विषयों पर परिचालन में हैं, उनकी जगह लेंगे।

3. व्याख्या

इन नियमों की व्याख्या से संबंधित कोई भी प्रश्न निदेशक, राष्ट्रीय पादप जीनोम अनुसंधान संस्थान, नई दिल्ली, द्वारा तय किया जाएगा।

डॉ. रमेश वी. सोदी
निदेशक



National Institute of Plant Genome Research, New Delhi

File No. 1-1(7)/2019/NIPGR/Admn. /529

Date: December 17, 2019

NOTIFICATION

In exercise of the powers conferred under Rule 35 (viii) of the Memorandum of Association and Rules of National Institute of Plant Genome Research, New Delhi, the Governing Body of the Institute with the approval of Department of Biotechnology, Ministry of Science & Technology, Government of India, hereby makes the enclosed rules, for the administration and management of the affairs of National Institute of Plant Genome Research.

1. SHORT TITLE AND COMMENCEMENT

- (i) These Rules may be called National Institute of Plant Genome Research Bye-Laws 2018
- (ii) They shall come into force on the date of their notification.

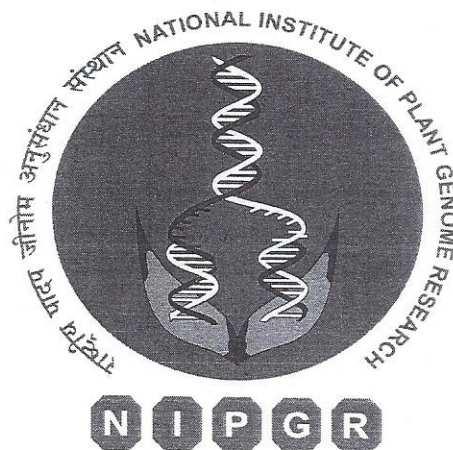
2. POWER TO RELAX

The Governing Body of the Institute, upon recommendations made by the Director, NIPGR, with the approval of the Central Government, reserves the right to **relax, amend, modify** any provisions of these Bye-Laws with/without assigning any reasons thereof, with prospective effect. All administrative orders/instructions/procedures presently in operation on relevant subjects, shall stand superseded after notification of these Rules.

3. INTERPRETATION

Any question relating to the interpretation of these Rules shall be decided by the Director, National Institute of Plant Genome Research, New Delhi.

(DR. RAMESH V. SONTI)
DIRECTOR



NATIONAL INSTITUTE OF PLANT GENOME RESEARCH NEW DELHI

Bye-Laws for Administration and Management of the
National Institute of Plant Genome Research - 2018
(Framed under Rule 35 (VIII) of Memorandum of Association & Rules of NIPGR)

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अवर सचिव / Under Secretary
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भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

ABOUT NATIONAL INSTITUTE OF PLANT GENOME RESEARCH (NIPGR)

INTRODUCTION

The National Institute of Plant Genome Research (NIPGR) is an autonomous research institution funded by the Department of Biotechnology, Ministry of Science and Technology, Government of India. The Institute was established in the year 1998 with the objective of conducting and promoting research of high caliber in basic and applied areas of plant science and agricultural biology. The research programmes at NIPGR are aimed at understanding the structure, expression and function of genes in plant genomes and for using this information to genetically improve crops for higher yields and better quality.

VISION

To generate new knowledge in the area of plant biology, assimilate it with current knowledge, and translate the same for genetic enhancement of plants for social benefits.

MISSION

To undertake, aid, promote, guide and coordinate research of high caliber in basic and applied plant molecular biology.

MANDATE

1. To conduct high-quality research in frontier areas of plant genomics and molecular biology, with the aim of having practical application in crop improvement;
2. To utilize molecular biology approaches along with tissue culture and genetic engineering technology to identify important genes and manipulate these for generating transgenic plants with improved agronomic characters and biotic/abiotic stress resistance;
3. To take up any fundamental work related to gene regulation, systems biology and mapping that would aid in achieving the above mandate;
4. Development of molecular markers for monitoring important traits;
5. Production and testing of transgenic plants;
6. Identification of genes that are vital for the survival of the pathogens, and to target them for pathogen resistance;
7. Knowledge generation and innovation including publications and patents;
8. Knowledge dissemination for human resource development at all levels (Ph.D., post-doctoral researchers, post-graduate trainees and young scientists) through advanced training workshops, symposia, seminars and scientists exchange programmes;
9. To impart advance training modules in plant genetic engineering and genome analysis;
10. To undertake collaborative programmes and develop close linkages with international institutes engaged in plant genome research.



In exercise of the powers conferred under Rule 35 (i to viii) of the Memorandum of Association of **National Institute of Plant Genome Research (NIPGR)**, the Governing Body of the Institute hereby frames these Bye-Laws subject to approval of the Central Government.

The draft Bye-Laws have been approved by the Governing Body at its 29th meeting held on October 23, 2017 and cleared the same for submission to the Department of Biotechnology for approval, after incorporating the suggestions of the Department.

1. Short Title and Commencement:

- i. These Bye-Laws shall be called the National Institute of Plant Genome Research Bye-Laws 2018, hereinafter referred to as '**NIPGR Bye-Laws**'. These shall come into effect from the date of notification issued by the Institute. These Bye-Laws have the approval of the Department of Biotechnology, Ministry of Science and Technology, Government of India.
- ii. A copy of the approval of the Department of Biotechnology, Ministry of Science and Technology, Government of India is placed at **Appendix - 1** to these Bye Laws.
- iii. These Bye-Laws may be read in conjunction with the Memorandum of Association and Rules and Regulations of NIPGR Society filed with the Registrar of Societies, New Delhi, vide Certificate No. 33273 of 1998 dated 16th July 1998 including previous and current amendments/incorporations. A copy of the same is enclosed at **Appendix - 2**.

2. Definitions and Interpretation: In these Bye-laws, the following words and abbreviations shall have the meanings given against them, unless the context signifies otherwise:

- i. "**Bye-laws**" means the Bye-laws framed under Rule 35 (viii) of the Rules and Regulation of NIPGR Society;
- ii. **Central Government** means the Government of India represented by the Department of Bio-Technology, Ministry of Science and Technology, Headquartered at New Delhi;
- iii. **Chairman** means the Chairperson of the Governing Body of the NIPGR Society,
- iv. **Finance Committee** means the Finance Committee of the Institute as per composition detailed at Rule 35 (vi a) of the Rules and Regulations of NIPGR Society, and as amended by the Government of India from time to time;
- v. "**Financial Year**" means the period from 1 April of each calendar year to 31 March of subsequent calendar year or as amended by the Government of India;
- vi. **Governing Body** means the Governing Body of the Institute in terms of Rule 23-29 of the Rules and Regulations of NIPGR Society;
- vii. **Head of Administration:** Controller of Administration NIPGR shall be Head of Administration for all administrative and financial matters of the Institute and assist Director of the Institute in accordance with Rules and Regulations of the Society for administrative and financial matters. He shall be the non-member secretary of the Finance Committee of the Institute and shall not have any voting rights. In the absence of Controller of Administration, senior most officer from administration duly authorized by the Director would be construed as Head of the Administration.

- viii. **Head of the Institute:** shall mean the Director of the Institute appointed under Rule 8 of the Rules and Regulations of the NIPGR Society.
- ix. **Institute"** means the NATIONAL INSTITUTE OF PLANT GENOME RESEARCH headquartered at JNU campus, Aruna Asaf Ali Marg, New Delhi.
- x. **Finance Officer:** shall be the Finance officer of the Institute who shall be responsible for all financial and accounts matters of the Institute.
- xi. **Memorandum of association (MoA) and Rules and Regulation** shall mean the MoA and Rules and Regulations of NIPGR Society filed with the Registrar of Societies, Delhi, under the Societies Registration Act XXI of 1860 on 16th July 1998 and subsequent amendments made from time to time.
- xii. **Non Member of Governing Body/Finance Committee/Scientific Advisory Committee:** shall mean the any officer of the Department of Biotechnology/ Institute who shall be part of such committee/Body as may be decided by the Governing Body but shall not have any voting rights in the proceedings of GB/FC/SAC. Such members shall have important advisory role for the GB/FC/SAC. The number of such nonmembers shall not be more than "TWO" in any such Body/Committee of the Institute.
- xiii. **President:** shall mean the President of NIPGR Society in terms of Rule 7 of the Rules and Regulations and shall invariably be Minister for Science and Technology, Government of India
- xiv. **Society:** shall mean the NATIONAL INSTITUTE OF PLANT GENOME RESEARCH Society herein referred as '**NIPGR Society**' registered under the Societies Registration Act XXI of 1860 with Registrar of Societies, Delhi vide Certificate No 33273 of 1998 dated 16.07.1998.
- xv. **Director:** shall have the same meaning as defined in Clause 2 (h) of the rules & Regulations of the NIPGR and who shall be ex-officio Secretary of NIPGR.

(Words importing the singular number shall include the plural number. Words importing the masculine gender shall include the feminine gender as per context mutatis mutandis)



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अवर सचिव / Under Secretary
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विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
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CHAPTER- I CONSTITUTION & GOVERNANCE

1. Constitution of NIPGR Authorities:


- 1.1. **Society:** shall be as per Rule 3 of the Rules and Regulations of NIPGR Society with Minister of Science and Technology, Government of India as President of the Society.
- 1.2. **Governing Body:** shall be as per Rule 23 of the Rules and Regulations & composition as per Clause 5 of MoA of NIPGR Society.
- 1.3. **Finance Committee:** shall be as per Rule 35 (vi a) of the Rules and Regulations of NIPGR Society.
- 1.4. **Scientific Advisory Committee:** shall be as per Rule 35 (vi b) of the Rules and Regulations of NIPGR Society.

2. CONDUCT OF BUSINESS of NIPGR:

- 2.1. **Society:** shall be in accordance with Rule 10-22 of the Rules and Regulations of NIPGR Society.
- 2.2. **Governing Body:** shall be in accordance with Rule 33-45 of the Rules and Regulations of NIPGR Society.
- 2.3. **Finance Committee:** shall be in accordance with Rule 35 (vi a) of the Rules and Regulations of NIPGR Society, and as amended by the Government of India from time to time.
- 2.4. **Scientific Advisory Committee:** shall be in accordance with Rule 35 (vi b) of the Rules and Regulations of NIPGR Society subject to restrictions imposed by Society/ Governing Body/Government of India from time to time.
- 2.5. **Other Committees:** shall be constituted by the Governing Body to achieve the objectives of the Society
 - 2.5.1. **Building Committee:** Will be constituted by the Institute with the approval of Governing Body. The term of the Building Committee shall be for a period of three years. Terms and conditions on Functioning and Rules and Regulations of the Building Committee shall be adhered to at all times. For construction of any civil work and/or change in the approved plan for building construction, concurrence of Building Committee is mandatory.
- 2.6. The current composition of Society, Governing Body, Finance Committee, Building Committee and Scientific Advisory Committee as approved by DBT is placed as **Appendix - 3**.

3. FUNCTIONS AND POWERS of VARIOUS AUTHORITIES:

- 3.1. **Proceedings of the Society:** shall be in accordance with Rule 10-22 of the Rules and Regulations of NIPGR Society.
- 3.2. **Governing Body:**
 - 3.2.1. To recommend appointments to various posts of the Institute to achieve the objectives of the Society in accordance with the Recruitment Rules or as recommended by the Government of India.


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- 3.2.2. The functions and powers of the Governing Body shall be in accordance with Rule 33 - 35 of the Rules and Regulations of NIPGR Society subject to the provisions of Government of India as indicated below :
- 3.2.2.1. Ministry of Finance, Department of Expenditure OM number F. No 8 (4)E-Coord./84 dated 15.10.1984. Copy annexed as **Appendix - 4**.
- 3.2.2.2. Fundamental Rules and Supplementary Rules (FR & SR)
- 3.2.2.3. General Financial Rules (GFR)
- 3.2.2.4. Any other rules/instructions issued by Government of India from time to time applicable on Autonomous Institutions funded through Government grants.

3.3. Chairman of Governing Body:

- 3.3.1 Shall be in accordance with Rule 46 of the Rules and Regulations of NIPGR Society subject to Clause 3.2.2 of these BYE LAWS.
- 3.3.2 Financial powers shall be exercised in accordance with Delegation of Financial Powers annexed as **Annexure - 1** to these Bye-Laws.
- 3.3.3 In the event of indisposition of the Director, NIPGR, for a period not exceeding 90 days due to emergent/urgent/medical/personal/other reasons, Chairman, through Administrative Department shall make interim arrangement for the entire duration of indisposition of the Director, NIPGR. Such in-charge Director shall be responsible for overseeing only day to day functions of the Institute and shall not have any powers in matters of appointment/promotion/finalization of tenders. During the temporary arrangement period, in-charge Director shall have only the financial powers as outlined vide Sl. No. 2 of Annexure - 1 to these Bye Laws so as to meet the working expenses of the Institute. All important financial decisions involving expenditure above Rs 1.0 Crores including policy decisions shall be executed only with the prior approval of Chairman/Governing Body. For the period of indisposition of the Director exceeding 90 days, approval of President of the Society i.e. Hon'ble Minister shall be obtained by the Chairperson, Governing Body to continue with the temporary charge arrangement.

3.4. Director of NIPGR: shall be in accordance with Rules 47-50 of Rules and Regulations of NIPGR Society, Recruitment Rules of NIPGR, powers delegated to him by the Governing Body subject to Clause 3.2 of these BYE LAWS. Financial powers shall be exercised in accordance with Delegation of Financial Powers annexed as **Annexure - 1** to these Bye-Laws.

3.5. Controller of Administration: shall be Head of Administration and Financial matters and shall exercise powers and discharge functions as delegated to him by the Governing Body/Director subject to Recruitment Rules of NIPGR and Clause 3.2.2 of these BYE LAWS.

- 3.5.1. He shall directly report to Director for all non-scientific matters.
- 3.5.2. He shall be responsible for conduct of meetings of the Society, Governing Body, Finance Committee and placement of Annual Reports, Audited Accounts before them as per schedule in accordance with Rules and Regulations of NIPGR Society.



- 3.5.3. He shall on behalf of the Institute and as authorized by Governing Body/Director of the Institute enter into agreements, sign all such documents and authenticate records as may be delegated by Governing Body/Director and shall exercise such powers and perform such duties as may be specified by Governing Body/Director of the Institute. He shall also be responsible for settling all the audit paras pertaining to the administrative matters of the Institute.
- 3.5.4. He shall exercise financial powers in accordance with Delegation of Financial Powers annexed as **Annexure - 1** to these Bye-Laws.

4. DELEGATION OF FINANCIAL & ADMINISTRATIVE POWERS: for various Authorities of the Institute shall be governed by **Annexure - 1** of these Bye Laws.



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CHAPTER – II

FINANCE AND ACCOUNTS

5. **Funds:** The funds of the society shall consist of the following:
- Recurring and Non-recurring grants made by the Central Government.
 - Fees and other charges received by the society.
 - All monies received by the society by way of grants, gifts, donations, endowments (as per provisions of IT Act 1961), sponsorships and/or other legally valid contributions from individuals and bodies corporate or societies.
 - All funds received by the society shall be paid into the society's account with Treasuries/ Sub-Treasuries like the Reserve Bank of India, Nationalized Banks and their subsidiaries.
6. **User Charges:- 'User Charges'** are an important component of the non-tax revenues of the Institute.
- Identification of User Charges:** the Institute shall identify all the areas/ activities/services/technologies etc. that have scope of IPR, patenting and commercialization and shall levy at such rates as may be duly approved by the Governing body on a permanent basis and temporarily for a period of not more than 6 months if the same are levied with the approval of the Director of the Institute.
 - Review of User Charges:** there shall be periodic review of the User Charges levied by the Institute and the rates at which they are charged every year by a duly constituted Committee which shall compulsorily have representation of officials of Department of Biotechnology (as decided by the Government). The recommendations of the Committee shall be placed for approval of the Governing Body in the following GB meeting following which the new rates shall be applicable as duly notified by the Institute.
 - Financial Sustainability of the Institute:** The Institute shall make full efforts regarding financial Sustainability by way of effective levy of USER CHARGES for the services rendered by the Institute to the extent of covering its recurring expenditure which is funded through government grants. The Institute shall also enter into annual Memorandum of Understanding (MoU) with the Department of Biotechnology, Government of India to be renewed at the start of each financial year in terms of Rule 229 (xi) of GFR 2017 before end of 1st quarter of the financial year to realize its objectives.
 - Components of User Charges:** The current rates for user charges are given in Annexure - 2 of the Bye-laws. Any change in the items / activities for which user charges will be charged as decided and approved by Governing Body from time to time.
7. **Preparation of Budget Estimates:** Not later than the 1st August of each year the Director of the Institute shall prepare detailed estimates of the receipts and expenditure and the anticipated opening and closing balance of the Institute for the next financial year. These estimates will be prepared in following parts:

- a. All Recurring Expenditure including Salary component which shall be prepared separately.
- b. All Non Recurring Expenditure which shall include Capital Costs.
- c. All estimate of incomes including extramural & user charges as part of non tax revenues.
- d. Statement of Income and Expenditure.
- e. Demand for Grants required from the Government.

Should it be proposed, during the course of a financial year, to finance any scheme approved by the Governing Body which has not been included in the estimates for that year, the sanction of the Body, shall be obtained to the method proposed for financing it, whether that be by means of a supplementary grant from Government, or by re-appropriation within the sanctioned estimates or through extramural grants/funding through other sources.

8. Sanction of Budget Estimates:

- a. In the first week of August every year, the Director shall present the Budget estimates for the next financial year before the Finance Committee for the remarks and recommendations of the Finance Committee. The budget estimates shall be submitted for approval of the Governing Body after the recommendations of the Finance Committee in such manner and at such time as decided by the Governing Body. The budget estimates for the next financial year shall thereafter be submitted to the Government of India for approval by not later than the 30th September in each year.
- b. The approval of the Governing Body or the competent authority, through the Delegation of Financial & Administrative Powers, as the case may be, shall be necessary for implementing of all schemes proposed to be financed from the funds of the Institute.

9. Appropriation:

- a. All expenditure within the budget grant shall be approved and got sanctioned by the authorities as per **Annexure - 1** to these Bye Laws.
- b. The funds of the Institute shall not be appropriated for expenditure on any item/scheme, which has not been approved in the budget estimates by the Governing Body.

10. Re-appropriation: from one head to another head shall only be done with the prior approval of Department of Biotechnology.

11. Sanction of Expenditure:

- a. No expenditure from the funds of the Institute shall be incurred without the sanction of competent authority as defined in the Delegation of Financial & Administrative Powers.
- b. The Director shall have full powers to sanction the expenditure on any approved scheme or head included in the budget after following the prescribed procedure.
- c. The Controller of Administration of the Institute shall have powers of Head of Office (as laid down in DFPRS) to sanction an expenditure of a miscellaneous or contingent nature etc. as prescribed by the Governing Body from time to time.

- d. The Director shall maintain oversight over expenditure against all the grants. In cases where inescapable expenditure necessitating an additional grant is involved, he shall take steps to get Governing Body's approval and obtain the supplementary grant before incurring the expenditure.
- e. A sanction to expenditure will not become operative until there has been an appropriation of funds under these Bye-laws to cover it.
- f. The Director of the Institute shall have powers to sanction an expenditure of miscellaneous or contingent nature up to such amounts as may be specified by the Body from time to time.
- g. The exercise of the above financial powers shall be subject to the provisions of General Financial Rules and Delegation of Financial Powers Rules and such other conditions as the Governing Body and the Central Government may like to impose from time to time.

12. Advances:

- a. A rolling advance of a sum to be fixed from time to time by the Governing Body may be kept by the Finance Officer/any other Authorized Officer for cash payments against contingent expenditure approved by competent authority. Setting off expenses made under the rolling advance and replenishments shall be as per GFRs /Indian Accounting Standards.
- b. Imprest advances shall be payable to staff for meeting contingent expenditure, as approved by the Director. The grant of such approvals shall be on a case-to-case basis with prior financial concurrence and the periods for holding advances and settling of accounts against drawn imprests shall be explicitly mentioned within the approval document. All running/rolling imprests shall be settled/surrendered/ adjusted automatically on 31st March of each Financial Year.

13. Execution of Contracts on behalf of the Institute: All agreements, contracts including patents & IPR, affidavits, memoranda of understandings etc. which may be necessary for the proper conduct of business of the Institute shall be executed by Controller of Administration for and on behalf of Director of the Institute except for the contract agreements, affidavits, MoUs signed by

- a. Director with the Governing Body.
- b. Controller of Administration with the Institute.
- c. Any such agreements, contract, affidavits, MoUs so decided by the Governing Body to be signed by the Director of the Institute.

The Controller of Administration shall be responsible for keeping a centralized record of all the contract agreements, affidavits, MoUs signed/executed by the Institute except for the contract agreement signed by Controller of Administration with the Institute which shall remain in the custody of the Director of the Institute.

The Government, High Court in whose Jurisdiction the Institute lies, the Governing Body and the Director of the Institute shall have full powers to call for all or any of the agreements, contract,



affidavits, MoUs executed by the Institute from the Controller of Administration who shall promptly provide the same as and when required.

14. Investments:

- a. The funds of the Institute may be invested only in such manner as may be prescribed by the Government of India as per GFRs.
- b. All investments of the funds of the Institute shall be made in the name of the Institute. All purchases, sales or/alterations of such investments shall be effected and all contracts, transfer deeds or other documents necessary for purchasing, selling or altering the investments of the Institute shall be executed by the Director on behalf of the Governing Body. The safe custody of receipts and other relevant documents shall remain in the charge of the Head of Administration of the Institute to be nominated by the Governing Body.
- c. Head of Administration or Authorized Officer shall maintain a register of securities held by the Institute in which any transactions affecting the securities shall be recorded.

15. Drawal of funds:

- a. **Receipts:** All moneys received for or on behalf of the Institute shall be placed in a savings bank account or fixed deposit account in the name of the Institute with the nationalized banks or their subsidiaries.
- b. **Payments:** Payments by and on behalf of the Institute shall be made by cheques or electronic transfers. All cheques/ authorizations for electronic transfers will be signed by any two of the following with prior approval of the Director:
 - I. Finance Officer
 - II. Controller of Administration or Authorised Officer
 - III. Director.
- c. All bills for payment shall bear an endorsement "Passed for Payment", and the endorsement shall be signed by the Director or by an officer to whom the power has been delegated by the Director.
- d. All cheque books will be kept in the personal custody of the Finance Officer or any other person as may be authorized by the Director on his behalf.
- e. The various personnel employed in the Institute will submit proposals for all new charges and for any demand of funds to the Director.
- f. The claims for pay and allowances and travelling allowances of personnel and contingent bills will be drawn in the forms prescribed by the Institute. The contingent and miscellaneous expenditure bills will be countersigned by an officer of the Institute authorized by the Director before these are passed by the Finance Officer for payment. All bills will be checked in the nature of pre-audit and passed for payment by the Finance Officer. The monthly pay and allowance bills shall be submitted by the Finance Officer to Director through Controller of Administration and passed for payment by him. Payment will be made by means of demand drafts or cheques or electronic transfer as the case may be.

g. Any domestic outstation tour of the

- i. employees of the Institute shall be sanctioned by the Director for officials in Level-12 and above and for the employees of Level-11 and below the concerned Controlling Officer shall be the sanctioning authority. The TA bills shall be countersigned by the Controlling Officer for employees in Level 11 or below. No countersigning of TA bills will be required for TA claims of officers in Level-12 and above.
- ii. In the case of tour of Director of the Institute, any domestic outstation tour exceeding **05 days** in a month in single visit (*with prefixing and suffixing of gazetted holidays/Saturdays and Sundays*) under intimation to the Chairman, Governing Body for stay shall be obtained. If during any such outstay, leading to indisposition of the Director for any reason (*personal/medical/otherwise*), he will immediately inform the Chairman and also the Nodal Officer in the Department regarding his indisposition, subsequent to which, the Chairman shall invariably invoke the provisions of Clause 3.3.3 of the Byelaws.
- iii. In the event of untimely demise of the Director, Nodal Officer, Department of Biotechnology shall inform the same to Chairman and Joint Secretary/Administration, Government of India. Provisions of Clause 3.3.3 of the Byelaws shall then be invoked by the Chairman with due approvals of the President of the Society i.e. Hon'ble Minister.

- h. Foreign Tours and Air Travel:** Guidelines issued by the Department of Biotechnology and/or by the Ministry of Finance from time to time on foreign travel/air travel shall be strictly adhered to. Budget under separate head for "*Foreign Travel Expenses*" shall be got approved at the beginning of the financial year from the Governing Body. Under no circumstances, expenditure in excess of the approved budget shall be incurred nor any funds shall be re-appropriated to meet expenses on foreign travel account without the prior approval of the Governing Body.


16. Accounts:

- a. The Annual Accounts of the Institute should be prepared on accrual basis by using uniform format of Accounts for Central Autonomous Bodies.
- b. The Finance Officer shall supervise maintenance of proper accounts and other relevant records and prepare an annual statement of accounts in such form as may be prescribed by the Governing Body in consultation with the Central Government. Such an officer will be responsible to the Controller of Administration for accuracy and completeness of the accounts of the Institute.
- c. The Finance Officer will be responsible to the Controller of Administration for the accuracy and completeness of the accounts of the Institute. The Finance Officer shall also render necessary advice to the DIRECTOR in all proposals involving financial implication.

17. Annual Accounts, Audit and Results of Audit: The accounts of the Institute shall be subject to the CAG audit, internal audit and annually by the Chartered Accountant(s) appointed according to Rule 55 of Rules and Regulation of NIPGR Society and any expenditure incurred in connection with such audit shall be payable by the Institute to the Chartered Accountant(s) appointed as stated above.

- a. The auditor shall ensure observance of the following stipulations of the CAG & ICAI:
- b. Proper accounts of receipts & expenditure incurred from government grants and all other sources is maintained;
 - I. A proper Charter of Accounts is maintained and complied with;
 - II. An adequate system of internal checks, controls & oversight exists to ensure that purchase of stores and execution of works are done with due regard to broad principles of financial prudence;
 - III. A proper record is maintained of assets acquired from government grants and all other sources together with the cost of acquisition shown against each item through the Fixed Asset Register (FAR);
 - IV. Proper stores accounts and maintenance of consumable stores is kept and physical verification under proper supervision is carried out at periodical intervals;
 - V. A system of reporting to the Governing Body on losses of cash, stores and other assets after proper investigation is followed.
 - VI. All tax and legal compliances are maintained.
 - VII. All disclosures as required by the Registrar of Societies and the Department of Biotechnology, Ministry of Science and Technology are made on time.
- c. To achieve this audit task the Chartered Accountant(s) shall have the right to demand the production of account books, connected vouchers and other documents. The designated staff of the institute is obliged to provide all records, as demanded by the auditor(s), for purpose of fulfillment of such verification as above.
- d. All sanctions and orders of delegations of competent authorities under the Rules and Regulation of NIPGR Society or these bye-laws affecting the accounts of the Institute shall be in written, signed & dated form.
- e. Disposal/Write off of items shall be as per provisions of GFR.
- f. The accounts of the Institute as certified by the Chartered Accountant(s) along with the Annual Report shall be forwarded annually to the Governing Body and to the Department of Biotechnology, Ministry of Science and Technology latest by 30th September each year for placing before the Parliament as per GFRs and also to the other authorities/bodies as directed by the Body.

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CHAPTER –III LEGAL COMPLIANCES

The Director of the Institute shall ensure all statutory compliances of the Institute w.r.t. law of the land namely:

18. Societies Registration Act (XXI of 1860) (including Amendments of the Act):

- a. All provisions of the above Act shall apply to the society, including Sections 4, 6, 12, 12A, 13 & 14 of the above act.
- b. A list of Governing Body members shall be submitted annually to the Registrar of Societies as required by the Section 4 of the above Act.
- c. Any kind of amendment in the constitution of the society shall be made and reported to the Registrar of Societies as per Section 12 & 12A of the above Act.

19. Tax compliances: The society shall comply with all direct & indirect taxation requirements as stipulated by the Department of Revenue, Ministry of Finance and applicable to the institute. These relate to Income Tax (Income Tax Act 1961), Service Tax (Chapter V of the Finance Act 1994), Goods and Services Tax (GST) 2017, Customs Act 1962, any prevailing act relevant to tax and their respective Rules. All returns as required by the tax laws of the Indian Union shall be submitted by the institute, by the designated officer under intimation to the Governing Body.

20. Contract law and interpretation:

- a. All goods & services contracts entered into by the institute through its designated staff shall be for and on behalf of the Director of the Institute.
- b. All contracts entered into by the institute shall be subject to the provisions of the Indian Contract Act 1872 and Rules thereof, Representations & Warranties within the contract shall be interpreted as per provisions of the Indian Contract Act and its rules.

21. Other legal compliances: The Institute shall comply with and submit returns required for all laws of the Indian Union, established by the Central Government and the State Government for Delhi, by designated staff under intimation to the Governing Body, related to operations of the institute and covering staff, environment and occupational issues.

22. Legal proceedings:

- a. The Society (Institute) may sue or be sued in the name of the President of the NIPGR Society, or his authorized representative, as per Section 6 of the Societies Registration Act 1860 (Act XXI).
- b. No suit or legal proceedings lie against the Government or the Institute or a Member of the Society or an officer/staff of the Institute in respect of anything done or purported or intended to be done in pursuance of any clause of the Memorandum of Association or Rules or Bye-Laws made there under.


- c. The Director of the Institute shall appoint lawyers to advocate its case in courts of law, and will inform to the Governing Body or its authorized representative and in line with the Advocates Act 1961 and rules thereof.

23. Indemnity, Surety & Guarantees:

- a. The Institute shall be indemnified against all third-party claims arising out of its operations or the acts of its staff acting in private/unauthorized capacity, as per Section 124 of the Indian Contracts Act 1872.
- b. The Institute shall not enter into a contract of guarantee regarding its operations or that of its staff, as understood under the Indian Contracts Act 1872, until unanimously approved by the Governing Body.
- c. The Institute shall not provide any surety for the results of its operations or the performance of duties by its staff and their whole conduct intrinsic to their employment, employment terms and extrinsic to it.

24. Arbitration: Arbitration entered into by the institute shall be as per provisions of the Arbitration & Conciliation Act 1996 and amendments thereof.

25. Jurisdiction: In cases of any disputes arising between the institute and others, the jurisdiction of the High Court of Union territory of Delhi, in which the Institute is situated, shall apply.


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CHAPTER IV ACADEMIC & INSTITUTIONAL SPECIFIC ISSUES

26. Scholarships, Fellowships, Grants-in-aid, Special Programs, Faculties etc.:

- i. In order to carry out the objectives of the Institute as set forth in the Rules and Regulation of NIPGR Society, the Governing Body may institute medals, prizes, scholarships and fellowships, sponsor and finance deputation within the country and abroad, establish research schemes and project subject to provisions of Clause 3.2.2 of these Bye Laws. Arrangements shall also be made for lectures, seminars and symposia at the Institute in pursuance of its academic work and for the diffusion of scientific knowledge. The Institute may award research fellowships to students registered for a Ph.D. degree as per NIPGR mandate in any University or academic institution, which has acquired the status of a University subject to provisions of Clause 3.2.2 of these Bye Laws. These students will be registered with a Scientist of NIPGR as supervisor/guide.
- ii. The terms and conditions of above activities shall be as may be decided by the Director, recommended by the Governing Body and approved by the Central Government.

27. Professor of Eminence/Science Chair Professorship/Emeritus Scientists

The institute may engage above positions of Professor of Eminence/Science Chair Professorship/Emeritus Scientists to speed up research in high priority areas or to take up new areas related to the mandate of the institute as per the guidelines approved by the Department of Biotechnology.

28. **Adjunct faculty:** The Institute may engage scientists as Adjunct faculty on honorary basis, to carry out research work or teaching to fortify the Institute's capabilities or to continue the Institute's ongoing research or teaching activities. Adjunct faculty should not be more than 20% of the sanctioned positions or subject to a maximum number of 5 as recommended by the Director and approved by the Governing Body. They will be entitled to shared facilities and office space depending on the nature of their contributions.

29. **Visiting Scientists/Scholars:** The institute may invite reputed national/ international scientists actively engaged in R&D related to the mandate of the institute to participate in its research activities/ to deliver lecturers. Invited scientists may be paid honorarium and other facilities including travel and lodging facilities as per instructions of Government of India issued from time to time with the approval of Chairperson, Governing Body. If a visiting scientist is involved in research activities, sufficient lab space, manpower and other facilities will be provided by the institute. The honorarium of scientist/scholars will be decided by the institute keeping in view of their status in host institution. The tenure of a visiting scientist/scholar will not be less than one week and maximum up to three months in a calendar year for R&D work.



- 30. Consultant:** The Institute may hire consultants on contractual basis for conducting specific work for a specific period upto one year. This term can be extended further depending on the need of the consultant. In no case anyone over 65 years of age shall be hired as consultant. The number of consultant should not be more than 5 percent of total approved staff of the institution. The institute will offer suitable consolidated remuneration fee to the consultant as per Government of India norms. The maximum emoluments shall be last pay minus basic pension plus DA in case of retired Government Officers'. The consultancy shall be governed by Consultancy rules are at Annexure - 6.
- 31. Sabbatical:** The Institute may also engage Sabbatical Faculty from the Academic/R&D organizations to work on the collaborative projects as per NIPGR's mandate. The institute would not pay any remuneration/salary/fellowship/lodging facilities to the sabbatical faculty but would provide the lab facilities/infrastructure to carry out research. The terms of engagement shall be got approved from the Central Government.



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CHAPTER V GENERAL PROVISIONS

- 32. Recruitment and Promotion rules:** The Director or authority to whom the power shall lie under the Recruitment Rules shall with the approval of the approving authority, appoint against regular sanctioned posts of the Institute such of the persons selected through due process as defined in the NIPGR Recruitment Rules to achieve the objectives of the Institute. In this regard the provisions contained in the **NIPGR Recruitment Rules - 2018**, annexed as **Annexure - 3** to these Bye Laws shall prevail at all times.
- 33. Engagement on Contract Basis:** The Director shall, on the recommendations of the duly constituted committee against advertised positions be competent to engage a person on contract basis.
- i. **Project staff** whose term shall be co-terminus with the terms of project and project duration. There shall be in no case any regularization of such project staff against regular sanctioned posts in the Institute and contract terms and conditions, remuneration of such project staff shall be clearly spelt out in the contract agreement. The project staff so engaged shall however be covered under the Code of Conduct of the Institute for Employees on Contract Basis dealt separately in these Bye Laws. Maternity benefits to female project staff shall be as per guidelines issued by Ministry of Women and Child Development. Other benefits like leave, medical, travel etc shall be clearly spelt out in their contract agreement. Controller of Administration shall be the authorized officer to enter into and execute the contract.
- ii. Director of the Institute shall in subsequent meeting of the Governing Body place before it the statement of contractually engaged staff/consultants in the interim of two GB meetings for their information.
- 34. Service conditions:**
- i. All employees appointed against regularly sanctioned positions of the Institute shall be governed by the provisions of the Central Civil Services (*Conduct*) Rules 1964 & Central Civil Services (Classification, Control and Appeal) Rules, 1965 in force and as amended from time to time.
- ii. Service of employees in the Institute under these Bye Laws shall not be treated as appointment to posts in connection with the affairs of the Union of India.
- iii. Contractually engaged staff and all project staff shall be governed by the contract conditions and Code of Conduct framed for such staff which is annexed at **Annexure - 4** to the Bye Laws which has approval of the Governing Body.
- 35. Disciplinary and Appeal Rules:** The Institute shall at all times follow CCS (Classification, Control and Appeal) Rules 1965 and amendments thereof in matters of violation of Conduct Rules applicable to regularly appointed employees of the Institute. The delegation of authorities to initiate Disciplinary proceedings under the Rules against delinquent employees shall be as under:



- i. **Disciplinary Authority:** shall be the Appointing Authority or any higher controlling authority of the delinquent employee under whom the employee is working whichever is higher to the appointing authority. Appointing Authority is mentioned in Recruitment Rules.
- ii. **Appellate Authority:** shall be the authority higher than the disciplinary authority.
- iii. **Reviewing Authority:** Shall be authority higher to the Appellate Authority.

36. Residential accommodation: may be provided, subject to availability, eligibility and entitlement, to eligible scientists/staff according to Government of India (Directorate of Estate guidelines) Rules in force and as approved by the Governing Body.

37. Estate Officer: Controller of Administration shall be the Estate Officer in terms of PPE Act for the purposes of being custodian of land records and coordinating with land agencies, Developmental Authorities, Municipal Authorities and State Government.

38. Leave Rules:

- i. CCS (Leave) Rules shall be applicable to all regular employees of the Institute.
- ii. For contractual employees including women employees, contract terms and conditions shall prevail. Maternity benefits to contractual women employees and project staff shall be regulated as in terms of Maternity Benefit Act.

39. Medical Benefits: NIPGR will follow CS (MA) Rules, 1944 in accordance to the Govt. of India Rules mutatis-mutandis in respect of regular employees.

40. Mechanism of dealing complaints against Sexual Harassment at Work Place: The Institute agrees to follow Government of India Guidelines so as to fulfill its statutory obligations in this regard. Director is authorized to constitute Complaints and Redressal Committee as per approved guidelines. The recommendations of the Committee shall be binding on the Director who shall initiate appropriate

- i. Disciplinary action in case of regularly appointed staff in terms of Conduct Rules and CCS (CCA) Rules.
- ii. Implement relevant clauses of Contract Agreement in cases of Contractual employees.

41. Performance Management System: All employees (regular and contractual) employed by the Institute shall be appraised annually for their performance achievement against planned outcomes of each financial year through the system of APAR (Annual Performance Appraisal Report), to be instituted by 31 October of next financial year. Format of appraisal shall be similar to the format being used in DBT for Annual Performance Appraisal Report for all positions in the institute. The review and reporting of the official shall cover scientific/technical/administrative achievements, personal attributes, integrity, health, ability to shoulder higher responsibilities, awards and penalties during the period of appraisal, etc. The appraisal shall be an important document while considering employees promotion/MFCS/renewal-review of contract and other relevant decisions.

41.1 Annual Medical Examination (AME) for all the regular officers above 40 years of age is mandatory. The guidelines of Ministry of Health and Family Welfare issued vide

communication No. A.17020/1/2010-MS dated 21.10.2011 amended from time to time shall be adhered to. The AME report shall be part of APAR.

42. Pay and Allowances:

- i. **For regular employees:** Government of India, Department of Expenditure/ Department of Biotechnology instructions, Fundamental Rules of Government of India shall prevail at all times. However, Rule 230 (12) of GFR-2017 will be the guiding factor at all times.
- ii. **For Contractual Employees:** shall be governed by contract agreement which shall not have remuneration benefits higher to those of regular employees in the scale.

43. Miscellaneous Provisions:

i. Intellectual Properties:

- a) All body of work/material (including in electronic form) generated by the Institute or its staff in pursuance to the Institute's objectives, comprising research, trials, experimental data, consulting and participation/ presentations/ published work in national/ international forums / journals shall be the intellectual property of the Institute and Department of Biotechnology (*in cases where the cost of the project is funded by Central Government grants/schemes, fellowships, etc*) and be covered under the provisions of the Intellectual Property Rights Policy 2016 of the Government of India and shall include inter-alia provisions of the Indian Copy right Amendment Act 2012, Trademarks Amendment Act 2012, Patents Amendment Act 2005 & the Patent Cooperation Treaty enjoined in 2013. This Policy may be subject to change but it can be applied consistently to arrive at a position that is as equitable as possible to all parties concerned.
- b) Intellectual property shall comprise of all such information generated within the Institute and by staff in the duration of their employment in the institute related to the objectives of the institute. This information may be in print or electronic form.
- c) The Director shall, from time to time, having regard to the merits of each case, decide on the filing of patents for inventions arising out of any research undertaken by the Institute. The person(s) or organization(s) in whose name(s) such patents are to be taken and propose for the distribution of the profits if any accruing from such patents.
- d) The Director shall place before the Governing Body a six monthly statement of
 1. Patents filed in the period.
 2. Amount of income generated consequent to commercial exploitation of these patents and its distribution thereof to various heads (*like Institute Income, Program Division, Govt. of India, etc.*).
 3. The distribution of income generated out of commercial exploitation of all the patents filed by the Institute shall have specific approval of Government of India, Department of Biotechnology in each such case of commercial exploitation of patents in the country or abroad.

The guidelines for licensing of Intellectual Property Rights and Technology by NIPGR are enclosed as **Annexure - 5**



ii. Information Protection:

- a) All information related to the Institute and generated by the normal operations of the Institute and its employed/ contractual staff shall be covered by the provisions of the Indian IT Act 2000 and the IT Amendment Act 2008/ other amendment acts notified in the Gazette of India from time to time.
- b) The Director shall issue suitable instructions for protection of electronic information through back-ups and otherwise, as deemed necessary from time to time.

iii. Contribution to Scientific Periodicals: Contributions to scientific journals resulting from work carried on at the Institute by members of the staff of the Institute shall contain the Institute's and Department of Biotechnology's name and the content/data of the contribution shall be the sole property of the Institute and Department of Biotechnology, the record of which shall be maintained by Institute's Administration. A copy of every such contribution shall be got approved from the Director before it is communicated. No contribution which may relate to classified or confidential material shall be made without the specific approval of the Director.

iv. Extra mural lectures: Members of the staff of the institute may, with the prior permission of the Director, participate in the Government funded outreach programmes on invitation/accept invitations to give lectures in their field of work to Universities or learned societies within the country, provided such lectures do not interfere with their work at the institute.

v. Examiner-ships: Members of the staff of the institute may, if invited to do so and with prior intimation to Director, accept university examiner-ships normally only for the post-graduate and four year undergraduate students.

vi. Seminars, conferences, symposium, workshops, trainings: Director or any of staff of the Institute may be deputed by the Director/Chairman, Governing Body Government of India to attend scientific conferences, symposia and congress, workshop, training, brainstorming sessions, business or collaborative meetings/interactions etc. in the country. If however, such conferences, symposia, workshops, seminars, lectures are held outside the country, then the guidelines issued by the Department of Biotechnology/Government of India on foreign deputation, foreign travel and foreign hospitality shall be adhered to on each such occasion/event.

44. Consulting/Royalty services of externally sponsored research projects: The Institute may render consulting services/conduct sponsored research projects to/for other organizations related to its objectives through its institutional framework and as approved by the Director under intimation to the Governing Body. All consulting services/ sponsored research projects shall be delivered through a contract or a legally binding term-sheet with the client organization. The consulting service/ sponsored project contract / term-sheet shall be signed by the Director or his authorized representative subject to:

- i. That all consulting/ sponsored project contracts / term-sheets shall be covered under the provisions of the Contracts Act and carry provisions of indemnity, contractual obligations, representations & warranties, other legal provisions and commercial terms.

- ii. The Director shall appoint staff to the consulting assignment(s)/ sponsored research projects as deemed appropriate by him. In case of consulting assignments/ sponsored research projects brought to the institute through its staff, the staff member initializing the assignment shall be given priority in appointment to the assignment.
- iii. All consulting/ sponsored research assignments shall be contracted by the Institute in its own name with the approval of the Director. No staff member employed by the Institute shall enter into any private consulting/sponsored research assignments independent of the Institute and such acts will be deemed as a breach of conduct rules as defined by the CCS (Conduct) Rules 1964.
- iv. User charges shall apply to all consulting assignments and sponsored research within and done by the Institute or its staff. The proportion of net income in such assignments shall be normally in the ratio of 50:35:10:5 in respect of Institute: Concerned Research Team : Support Staff : NIPGR Staff Welfare Fund, respectively as detailed in guidelines at Annexure - 6. The 50% Institute's share shall be credited as revenue to the Institute.
- v. The guidelines for consultancy by NIPGR are enclosed as Annexure - 6.

45. Collaboration with other institutions of repute:

- i. The Institute may, at its discretion, decide to collaborate with other national / international research institutions, in pursuance of excellence in its objectives. The collaborations shall be made by the Director under intimation to the Chairman, Governing Body and Administrative Ministry. In cases of international collaborations, prior clearances of Government shall be taken.
- ii. The collaboration with other national / international institutions shall generally be of a technical nature, unless extra-ordinary circumstances necessitate financial collaboration or such joint-ventures. Such extra-ordinary collaborations involving financial collaborations shall be approved by the Governing Body under intimation to the Administrative Ministry and shall at all times be FCRA compliance.
- iii. All approved collaborations shall be effected through legally sound term-sheets under approval of the Chairman, Governing Body and the Administrative Ministry.
- iv. Collaborations with the Industry (private/government-national/international) shall be done only with the prior approval of the Governing Body provided for all international collaborations the prior permission of the Government shall be obtained. Knowledge-sharing with such bodies shall be effected through consulting / sponsored research projects alone.
- v. Collaborations with institutions are generally understood to be sharing of facilities (*with applicable and approved user charges*), staff, information, joint creation of intellectual property, usage of subject resources and therefore be restricted to institutions of research and of academic nature.



46. Endowments:

- i. **Endowments for institution of Chairs** can be instituted by donating a sum of not less than Rupees Five Crore or equivalent US Dollars as corpus fund by an individual or trust or body corporate after the approval of the Governing Body.
- ii. The Chair can be named after an institution or an individual in any specific branch of the institute's research objectives or a subject of inter-disciplinary area.
- iii. The endowment amount shall be invested in bank deposits or such other safe deposits in nationalized banks or their subsidiaries.
- iv. The expenditure on the salary and other service and research requirements of the appointee to the Chair shall be met out of the proceeds of the endowment amount; *provided also that the unspent balance, if any, in the interest accrued in any year shall be added to the corpus of the endowment;*
- v. The Director shall invite eminent academicians or jurists to occupy the chair on the basis of the recommendations of a duly appointed Selection Committee in which a representative of the funding individual/agency is there.
- vi. The institute shall organize endowment lectures in honor of the person, the donor would like the Institute to organize. For this, the donor shall make a contribution of Rupees Ten Lakhs or equivalent US Dollars to the Institute. The series of lectures delivered would be published in the form of a book for circulation.

47. RETIREMENT BENEFITS :

i. Only for Regular Employees:

- a) Age of superannuation of the staff shall be 60 years or as notified by Central Government from time to time.
- b) Shall subscribe to CPF (optional for employees appointed prior to 01.01.2004) / New Pension System (NPS).
- c) For the employees who joined after 1.1.2004 shall subscribe to New Pension Scheme.
- d) Gratuity and leave encashment benefits shall be regulated by Government of India instructions.

48. NIPGR EMPLOYEES WELFARE FUND: There shall be an employee's welfare fund for all the employees (regular/contractual) of the Institute in terms of **Annexure-7** to these Bye Laws so as to achieve the Institute's objective towards its corporate social responsibility.

49. Compassionate Appointments: All Compassionate Appointments shall be regulated as per Department of Personnel & Training (DoP&T) O.M. No. 14014/6/2012-Estt.(D) dated 16.01.2013. Director shall have full powers to appoint any dependent major (*not below 18 yrs*) family member of the bereaved family of an employee of the Institute dying while on duty or in harness, after following the due procedure as laid down in the DoP&T O.M. dated 16.01.2013 referred above, subject to the following:

- i. Such appointments shall be restricted to Level 5/Group C posts and below.
 - II. Such appointment is made only in favour of only one of the legal heirs of the deceased provided if such appointment is made in favour of spouse of the deceased, then educational qualifications shall not be insisted upon in case of widows for appointments in Level 5 and below.
 - III. The candidate who is offered appointment on compassionate grounds (other than the widow) should at least be 10th pass.
 - IV. Posts filled on CG shall be exempt from reservation rules.
 - V. Cases of compassionate appointment should be preferably finalized in 8 months and application to that effect may be taken from the 1st surviving legal heir of the deceased as to who is interested in taking up the appointment and NOC from other legal heirs provided that, the widow shall have full rights to take appointment for self or any of her major wards.
50. **Custodian of Assets of the Institute:** The Controller of Administration shall be the custodian of the assets of the Institute in the Institute or outside and shall maintain and keep a record of these in a manner prescribed as per GFR's. The disposal/write off of any of the asset or part thereof shall be governed by GFR's. He may authorize such officers who shall be responsible for safety, maintenance, inventory and updating records, stock registers of the assets as per GFR's created/procured from government/non-government funds.
51. **Conflict resolution:** In case of a doubt regarding the interpretation of any of the provisions of these Bye-laws, the matter shall be referred to the Governing Body for a decision. In the event of their being any inconsistency between the Rules and Regulation of NIPGR's Society, Bye-laws of the Institute and Government of India rules/instructions, the provisions of the Government of India shall prevail. If any question arises which is not covered by these Bye-laws, the decision of the Governing Body or Government of India shall be the final. Governing Body of the Institute has no powers to interpret instructions issued by Government of India, which shall invariably be referred to the Department of Biotechnology for necessary clarifications.
52. **Review, Display and Notification of the Bye-laws:** There shall be compulsory review of these Bye-Laws every five years by a duly constituted committee approved by the Governing Body having compulsory representation of Government of India. The reviewed Bye-laws shall be placed for approval of the Governing Body in subsequent GB meeting which shall then be forwarded by the Director of the Institute for the approval of the Bye-Laws from the Department of Biotechnology. Approved Byelaws shall be displayed on the Institute's website or notice board for a period of 10 days before being notified by the Institute. Only after the notification, the new Byelaws shall come into effect from the date of notification.



53. Power to relax, amend, modify, repeal: Notwithstanding anything contained in these Bye-Laws, the

- i. Governing Body with the approval of the Central Government reserves the right to **relax, amend, modify** any provisions of these Bye-laws with/without assigning any reasons thereof, with prospective effect.
- ii. However, The Central Government may on the recommendations of the Governing Body or *suo moto* reserve the right to **relax, amend, modify or repeal** any part thereof or whole of these Bye-laws with or without assigning any reasons thereof. In any event, the decision of Central Government shall be binding at all times in this regard.



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APPENDIX-1

भारत सरकार
विज्ञान और प्रौद्योगिकी मंत्रालय
जैव प्रौद्योगिकी विभाग
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



ब्लॉक-2, 7वां तल, सी0जी0ओ0 कम्पलेक्स
लोधी रोड, नई दिल्ली-110003
Block-2, 7th Floor, C.G.O. Complex
Lodhi Road, New Delhi-110003
Tele : 011-24365071 Fax : 011-24362884
Website : <http://www.dbtindia.nic.in>

No.BT/AI/17022/02/2019

27th
Dated : 20th November, 2019

The Director,
National Institute of Plant Genome Research (NIPGR),
Aruna Asaf Ali Marg,
New Delhi- 110067

Subject:- Forwarding of approved Bye-laws of NIPGR, New Delhi-reg.

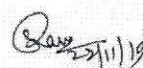
Sir,

I am directed to forward herewith a copy of Bye-laws of National Institute of Plant Genome Research (NIPGR), New Delhi duly approved by competent authority for further necessary action.

2. This Bye-laws have the approval of the Hon'ble Minister for Science & Technology and Earth Sciences vide his Office Dy. No. 7010 dated 01.10.2019.

Yours faithfully,


Encls: As above.


(Subodh Kumar Ram)
Under Secretary to the Govt. of India
Tel: 2436 0983

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

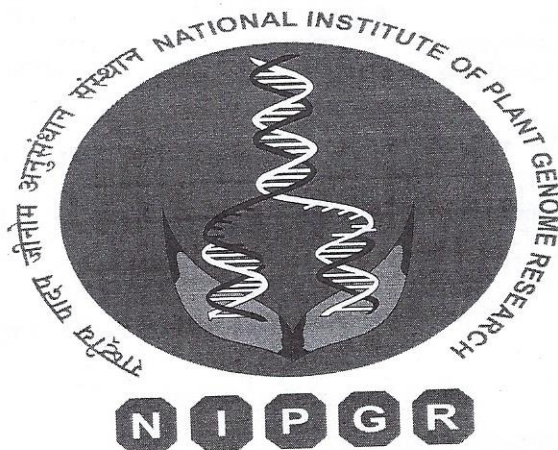
Copy to for information:-

- (i) Scientist 'G' (Dr. Meenakshi Munshi) - Scientific Coordinator for NIPGR, New Delhi.
- (ii) Scientist 'E' (Dr. Kakali Dey Dasgupta) - Nodal Officer for NIPGR, New Delhi.


सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

Appendix-2


APPENDIX-2



NATIONAL INSTITUTE OF PLANT GENOME RESEARCH (NIPGR)

MEMORANDUM OF ASSOCIATION & RULES

***NEW DELHI - 110067
INDIA***


सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

MEMORANDUM OF ASSOCIATION

1. The name of the Society shall be the “Society for the National Institute of Plant Genome Research” (Institute).
2. The Registered Office of the Society shall be at Delhi and at present at Aruna Asaf Ali Marg, Jawaharlal Nehru University Campus, New Delhi – 110067.
3. The Society shall work within the territory of India.
4. The objectives and activities for which the Society for the National Institute of Plant Genome Research established are: -
 - i. To develop research on identified aspects of plant genome;
 - ii. To undertake, aid, promote, guide and coordinate research of a high caliber in basic and applied plant molecular biology;
 - iii. To provide and promote effective linkages on a continuing basis between various scientific and research agencies / laboratories and other organizations working in the country on plant genes, development and related areas;
 - iv. To utilize molecular biology approaches along with tissue culture and genetic engineering technology to identify important genes and manipulate these for generating transgenic plants with improved agronomic characters and pathogen / stress resistance.
 - v. To take up any fundamental work related to gene regulation and mapping that would aid in achieving above mandate.
 - vi. To select plant species of medicinal / agricultural value to region for complete genome sequencing to put India on the map of genome research.
 - vii. Development of molecular markers for monitoring the important traits.
 - viii. Production and testing of transgenic plants.
 - ix. Genome analysis of plant pathogens and microbes that are beneficial to plants and identification of genes involved in plant-microbe interaction.
 - x. Identification of genes that are vital for the survival of the pathogens so that those could be targeted for pathogen combating.
 - xi. To impart advance training at different levels in the field of plant genetic engineering and genome analysis.
 - xii. To establish linkages with different data banks and information centers.
 - xiii. To provide consultancy to industry for identified programmes.
 - xiv. To undertake collaborative programmes with International Institutes that are engaged in plant genome research and develop close linkages.

- xv. To institute professorships, other faculty and adjunct professional positions, fellowships, research cadre positions and scholarships, etc., for realizing the objectives of the Institute;
- xvi. To receive grants, donations and contributions in case or in other forms from the Government of India, State Governments, Charitable Trusts / Institutions, and industry within the country;
- xvii. To receive, with the prior approval of the Central Government, monetary assistance from foreign sources including international organizations for training programmes, scientific research and other activities;
- xviii. To acquire by gift, purchase, exchange, lease, hire or otherwise howsoever any property moveable and/or immovable and to construct, improve, alter, demolish or repair buildings and structures as may be necessary or convenient for carrying on the activities of the Institute.
- xix. For the purpose of the Institute, to draw and accept and make and endorse, discount and negotiate with the Government of India and other Promissory Notes, Bills of Exchange, Cheques or other negotiable instruments;
- xx. For investing the funds of or money entrusted to the Institute, to open such securities or in such manner as may from time to time be determined by the Governing Body and to sell or transpose such investment;
- xxi. To do all other such things as may be necessary, incidental or conducive to the attainment of all or any of the above objectives; and
- xxii. To undertake the spillover scientific and research activities and ancillary projects of the Centre for Plant Molecular Biology located at the Jawaharlal Nehru University, New Delhi, which was closed on 31st March 1998, as one of the various research programmes.
- xxiii. The funds, properties, assets and all other resources, present and future, of the society shall be utilized for any or all the purpose or objectives of the society.
- xxiv. All the income, earnings, moveable, immovable properties of the Society shall be solely utilized and applied towards the promotion of its aims and objects only as set forth in the Memorandum of Association and no profit on thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever to the present or past Members of the Society shall have any personal claim on any moveable or immovable properties of the Society or make any profits, whatsoever by virtue of his membership.



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

5. The Governing Body of the Institute shall be the Body constituted to be the Governing Body under the Rules and Regulations of the said Institute and the first members of the Governing Body shall be:

Sl. No.	Name of the Office bearers S/O, W/O, D/O	Residential Address	Occupation	Designation of their Locus standi in the Society
1.	Dr. Manju Sharma W/O Dr. V.P. Sharma	D-1/55, Satya Marg, Chankyapuri, New Delhi – 110023.	Secretary, DBT	Chairperson (Ex-officio)
2.	Prof. P.N. Tandon S/o Dr. R.N. Tandon	1 Jagrati Enclave, Vikas Marg, Delhi – 110092.	Scientist	Member
3.	Prof. V.S. Ramamurthy S/o Sh. V. Subramanian	C-II/41, Moti Bagh, New Delhi – 110021.	Secretary, DST	Member (Ex-officio)
4.	Prof. Asis Datta S/o Sh. S.C. Datta	Vice-Chancellor's Residence, JNU Campus, New Delhi – 110067.	Vice Chancellor, JNU, New Delhi	Member (Ex-officio)
5.	Prof. A.K. Sharma S/o Shri. C.C. Sharma	2F2, Meghamallar, 18/3, Gariahat Road, Calcutta – 700019.	Sr. Scientist, Calcutta University	Member
6.	Dr. R.S. Paroda S/o Sh. R.K.S. Paroda	C-II/77, Moti Bagh, New Delhi – 110021.	DG, ICAR	Member (Ex-officio)
7.	Dr. Sandip K. Basu S/o Dr. P.N. Basu	Director's Residence, NII Campus, New Delhi – 110067.	Director, NII	Member
8.	Prof. G. Padmanaban S/o Sh. V. Govindarajan	Director's Residence, IISc. Campus, Bangalore.	Sr. Scientist, IARI	Member
9.	Dr. N.K. Ganguli S/O Sh. P.K. Ganguli	ICMR Guest House, Hawa Singh Block, Asiad Village Complex, New Delhi.	DG, ICMR	Member
10.	Mr. R. Sarin S/o Sh. Gurudev Saran	D-I/126, Satya Marg, Chankyapuri, New Delhi – 110023.	JS & FA, DBT	Member (Ex-officio)
11.	Dr. Amita Biswas W/o Dr. S.B. Biswas	D-II/339, Pandara Road, New Delhi – 110003.	Adviser, DBT	Member (Ex-officio)



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

6. We, the several persons, whose names and addresses are given below, having associated ourselves for the purposes described in this Memorandum of Association do hereby subscribe our names to the **Memorandum of Association** and set our several and respective hands hereunto and form ourselves into a Society under the Societies Registration Act (Act. XXI of 1860), this 22nd day of June Nineteen Hundred and Ninety Eight.

Sl. No.	Name of the Office bearers S/O, W/O, D/O	Age	Designation of their Locus standi in the Society	Occupation	Residential Address	Signature
1.	Dr. Manju Sharma W/O Dr. V.P. Sharma	58	Chairperson	Secretary, DBT	D-1/55, Satya Marg, Chankyapuri, New Delhi - 110023.	Sd/-
2.	Prof. MGK. Menon S/o Sh. K.S. Menon	70	Member	Scientist	C-63, Tarang Apartment 19 IP Extension, Mother Dairy Road, Patparganj, New Delhi - 110092.	Sd/-
3.	Prof. P.N. Tandon S/o Dr. R.N. Tandon	70	Member	Scientist	1 Jagrati Enclave, Vikas Marg, Delhi - 110092.	Sd/-
4.	Prof. V.S. Ramamurthy S/o Sh. V. Subramanian	56	Member	Secretary, DST	C-II/41, Moti Bagh, New Delhi - 110021.	Sd/-
5.	Prof. Asis Datta S/o Sh. S.C. Datta	54	Member	Vice Chancellor, JNU, New Delhi	Vice-Chancellor's Residence, JNU Campus, New Delhi - 110067.	Sd/-
6.	Prof. A.K. Sharma S/o Shri. C.C. Sharma	74	Member	Sr. Scientist, Calcutta University	2F2, Meghamallar, 18/3, Gariahat Road, Calcutta - 700019.	Sd/-
7.	Dr. R.A. Mashelkar S/o Sh. A.T. Mashelkar	55	Member	DG, CSIR	DG's Suite, CSIR Vigyan Kendra, Lodhi Garden New Delhi - 110003.	Sd/-
8.	Dr. R.S. Paroda S/o Sh. R.K.S. Paroda	56	Member	DG, ICAR	C-II/77, Moti Bagh, New Delhi - 110021.	Sd/-
9.	Dr. Sandip K. Basu S/o Dr. P.N. Basu	54	Member	Director, NII	Director's Residence, NII Campus New Delhi - 110067.	Sd/-
10.	Prof. G. Padmanaban S/o Sh. V. Govindarajan	60	Member	Director, IISc.	Director's Residence, IISc. Campus, Bangalore.	Sd/-
11.	Dr. Sushil Kumar S/O Sh. K.L. Agarwal	58	Member	Director, CIMAP	Director's Residence, CIMAP Campus, Lucknow	Sd/-
12.	Dr. N.K. Ganguli S/O Sh. P.K. Ganguli	57	Member	DG, ICMR	ICMR Guest House, Hawa Singh Block, Asiad Village Complex, New Delhi.	Sd/-

Witnesses: The signatures of the above members of the aforesaid society are true and attested by the undersigned.

Sl. No.	Name of the Office bearers S/O, W/O, D/O	Age	Occupation	Residential Address	Signature
1.	Prof. Rahmatullah Khan S/o Sh. Mohammad Khan	63	Rector, JNU New Delhi	47, New Campus, J.N.U. New Delhi - 110067.	Sd/-
2.	Prof. Rajendra Prasad S/o Sh. N.P. Srivastava	50	Dean, SLS, J.N.U., New Delhi	122, Uttarakhand, J.N.U., New Delhi - 110067.	Sd/-
3.	Prof. Kailash C. Upadhyaya S/o Sh. R.B. Upadhyaya	51	Director, GEU J.N.U. New Delhi.	71, Dakshinapuram, New Campus, JNU, New Delhi - 110067.	Sd/-


Sl. No.	Name of the Office bearers S/O, W/O, D/O	Age	Designation of their Locus standi in the Society	Occupation	Residential Address	Signature
13.	Dr. Shobha Sehgal D/o Sh. Prem Nath	59	Member	Professor PGIMER, Chandigarh	64/24A, Chandigarh	Sd/-
14.	Dr. A.N. Bhisey S/o Sh. N.B. Bhisey	60	Member	Director CRI, Mumbai	7, Yugprabhat Coop. Housing Society, Sitaladevi, Temple Road, Mahim, Mumbai - 400016	Sd/-
15.	Dr. E.A. Siddiq S/o Sh. P.N. Ebrahim Ali	61	Member	Scientist	5-50, Senior Staff Qtr. A.P.A.U. Campus, Rajendra Nagar, Hyderabad - 500030	Sd/-
16.	Dr. Joseph Thomas S/o Mr. K.A. Thomas	63	Member	Adviser, SPIC Science Foundation Chennai	Plot No. 13 Balaiah Nagar KK Koil Street Madipakkam, Chennai	Sd/-

The signatures of the above members of the aforesaid society are true and attested by the undersigned.

Place

Signature
with Seal/Stamp of the Office

Date :


सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

7. Certificates

- Certified that the Society is formed with no profit motive and no commercial activity is involved in its working.
- Certified that the members are not paid from the funds of the Society.
- Certified that the Society would not engage in agitational activities to ventilate grievances.
- Certified that the office bearers signatures are genuine.

RULES

Short Title

- These Rules may be called the Rules of the Society for the National Institute of Plant Genome Research.

INTERPRETATION

- In these rules, the following words and abbreviations shall have the meanings given to them, unless there is anything contrary in the subject or context:
 - "The Institute" shall mean the National Institute of Plant Genome Research (NIPGR).
 - "The SOCIETY" shall mean the Society for the National Institute of Plant Genome Research.
 - "The Central Government" shall mean the Administrative Ministry of the Government of India concerned with Science & Technology.
 - "The Governing Body" shall mean the Governing Body of the Institute to be constituted as per Rule 23.
 - The General Body of the Institute shall mean members of the Society as defined in rule 3.
 - "The President" shall mean the President referred to in these rules.
 - "The Chairman" shall mean the Chairman of Governing Body of the Institute.
 - "The Director" shall mean the Director of the Institute appointed under the Rules of the Institute.
 - "The Secretary" shall mean the Secretary of the Society appointed in accordance with the Bye-laws of the Society.

Words importing the singular number shall include the plural number and vice-versa. Words importing the masculine gender shall include the feminine gender.

MEMBERS OF THE SOCIETY

- The "SOCIETY" shall consist of all members of the Governing Body set up under Clause 23 of these rules and such other persons who may be nominated by the Governing Body implying

thereby that as soon as the nominations are made and the Governing Body is constituted under Clause 23, the first/founder members of the Society would be deemed to have retired.

4. The "SOCIETY" shall keep a roll of members, giving their addresses and occupations and every member shall sign the same.
5. The "SOCIETY" shall function notwithstanding any vacancy in its body and no act or proceeding of the "SOCIETY" shall be invalid merely by reasons of such vacancy or of any defect in the appointment of any of its members.

AUTHORITIES AND OFFICERS OF THE INSTITUTE

6. The following shall be the authorities and officers of the Institute:
 - i) General Body
 - ii) The Governing Body
 - iii) The Director
 - iv) Such other authorities and officers as may be constituted / appointed as such by the Governing Body.
7. Minister for Science & Technology or his nominee who should be an eminent scientist nominated by him shall be the President of the Society. Secretary, Department of Biotechnology, shall be the Chairman (Ex-officio) of the Governing Body.
8. The Director of the "INSTITUTE" who shall be a distinguished Scientist shall be appointed by the Government as per rules on recommendation of the Governing Body. He shall be the Principal Executive Officer of the "INSTITUTE". Until such time as a fulltime Director of the "INSTITUTE" is appointed in accordance with rules and bye-laws, the Governing Body may appoint a distinguished Scientist as Director and the person so appointed shall have full powers, functions and status of the Director in accordance with these Rules.
9. The Society shall establish and maintain its own office, laboratories and workshops. Appointment to various posts under the "INSTITUTE" shall be made in accordance with the rules framed for the purpose by the Governing Body.

PROCEEDINGS OF THE SOCIETY

10. An Annual General Meeting of the Society shall be held at such time, date and place as may be determined by the President. At such Annual General Meeting the Governing Body shall submit the Annual Report and the Audited Accounts of the Society, together with the Auditor's Report thereon.
11. The President may convene a Special General Meeting of the Society, whenever he/she thinks fit.
12. The President shall convene a Special General Meeting of the Society on the written requisition of **not less than five members** of the Society.
13. Any requisition so made by the members of the Society shall express the object of the meeting proposed to be called and shall be left at the address of the Secretary or posted to his address.
14. At all Special General Meetings no subjects other than those stated in the notice or requisition, as the case may be, shall be discussed except when specially authorized by the President.
15. Excepting as otherwise provided in these Rules, all meetings of the Society shall be called by Notice under the signature of the Secretary or the President.
16. Every notice calling a meeting of the Society shall state the date, time and place at which such meeting will be held and shall be served upon every member of the Society not less than fifteen clear days before the day appointed for the meeting.
17. The accidental omission to give notice to or the non-receipt of notice by any member shall not invalidate the proceedings at the meeting.
18. The President of the "SOCIETY" shall preside at all meetings of the Society. If he is not present at any meeting, or in his absence, the Chairman of the Governing Body shall preside at that meeting. In case the Chairman of the Governing Body is also not present, then in his absence, a member shall be elected from amongst those present to be the acting Chairman.
19. No business shall be discussed at a meeting of the Society whilst the chair is vacant, except the election of a Chairman.
20. **Seven members** of the Society present in person shall form a quorum at every meeting of the Society.
21. All disputed questions at meetings of the Society shall be determined by a majority of votes of the members present and voting.
22. Each member of the Society shall have one vote. In case of an equality of votes, the President or member presiding over the meeting shall have a casting vote.



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N Delhi

THE GOVERNING BODY

23. The affairs of the Society shall be managed, administered, directed and controlled, subject to Rules, Bye-laws and orders of the Society, by the Governing Body. The Governing Body of the Society for the purpose of Act XXI of 1860, shall consist of the following:
- | | | |
|--------|--|-----------------------------|
| i. | Secretary,
Department of Biotechnology | Chairperson
(ex-officio) |
| ii. | Financial Adviser,
Department of Biotechnology | Member
(ex-officio) |
| iii. | Director General,
Indian Council of Agricultural Research | Member
(ex-officio) |
| iv. | Vice-Chancellor,
Jawaharlal Nehru University,
New Delhi. | Member
(ex-officio) |
| v. | Adviser,
Department of Biotechnology
CGO Complex, Lodi Road,
New Delhi [Dealing with program] | Member
(ex-officio) |
| vi. | Vice-Chairman,
University Grants Commission | Member
(ex-officio) |
| vii-x) | Four Scientists to be nominated by
Governing Body as individual experts | Members |
| xi) | Director, NIPGR | Secretary |
24. Unless his membership of the Governing Body is terminated as provided in Rule 25 and subject to the provisions of Rule 27, each member of the Governing Body shall relinquish his membership on the expiry of three years from the date on which he becomes a member of the Governing Body; but he shall be eligible for re-appointment. In case of a casual vacancy, the persons appointed to fill the vacancy shall hold office for the un-expired portion of the term of the outgoing member.
25. A member of the Governing Body shall cease to be a member on the happening of any of the following events:
- If he/she resigns, becomes of unsound mind, becomes insolvent or is convicted of a criminal offence involving moral turpitude, or his/her employer refuses to grant him/her permission to serve on the Governing Body, or he/she goes abroad for a continuous period exceeding one year or on his/her death or he/she is hindrance to the achievements of the aims and objectives of the Institute/Society.
 - If he does not attend three consecutive meetings of the Governing Body, without any sufficient cause(s) or permission of the Chairman.

26. Whenever a member desires to resign from the membership of the Governing Body, he shall forward a letter containing his resignation addressed to the President and his resignation shall take effect only on its acceptance by the President.
27. Whenever a person holds the membership of the Governing Body by virtue of an office held by him (ex-officio) his membership shall terminate when he ceases to hold that office and the vacancy so caused shall be filled by his successor to that office.
28. The members of the Governing Body shall not be entitled to any remuneration from the Society excepting the full time Director of the Institute. The non-official members of the Governing Body or any Committee appointed by it shall be paid by the Society such traveling and daily allowances and honorarium as may be provided for in the bye-laws.
29. A person holding the membership of the Governing Body by virtue of an office held by him (ex-officio) shall normally attend the Governing Body Meeting himself in person but in exceptional circumstances shall have the right to nominate a representative to act on his behalf at a particular meeting of the Governing Body and the representative so nominated shall be entitled to take part in the proceedings of that meeting but not to vote thereat.

POWERS OF THE CENTRAL GOVERNMENT

30. Government of India shall have the power to issue such directives as it may consider necessary from time to time to the society for the purpose of carrying out or continuing the objects set out in the Memorandum of Association and Rules.
31. The Government of India may appoint one or more persons to review or inspect the working and progress of the society and to held inquiries into the affairs thereof and to report thereon in such manner as the Government of India may decide. Government of India, upon receipt of such report, may take such action and issue such directions as it may consider necessary in respect of any of the matter dealt within the report and the Society shall comply with such directions.
32. If the Government of India is satisfied that the Society is not functioning properly, it shall have the power to take over the administration and assets of the Society.

FUNCTIONS AND POWERS OF THE GOVERNING BODY

33. The Governing Body shall generally carry out and pursue the objects of the Society, as set forth in the memorandum of its Association. The management of all the affairs and funds of the Society shall, for this purpose, vest in the Governing Body.
34. The Governing Body shall exercise all the powers of the Society, subject nevertheless to such limitations as the Government of India may from time to time, impose in respect of the expenditure from the funds of the Society and of grants made by the Government of India.
35. In particular and without prejudice to the generality of the foregoing provisions, the Governing Body shall have the power, subject to the provisions of these Rules and the Bye-laws to:
 - i) consider the annual and supplementary budgets placed before it by the Director from time to time, and pass them with such modifications as the Governing Body may think fit;

- ii) recommendation for the creation and abolition of posts to the Government;
- iii) appoint various scientific, technical, administrative and other officers and staff of the Society, fix their remuneration and define their duties;
- iv) enter into arrangements with the Government of India and with the State Governments and other public or private organizations or individuals within the country for securing and accepting grants-in-aid, endowments, donations or gifts to the Society, on mutually agreed terms and conditions; provided that such terms and conditions, if any, shall not be contrary to, inconsistent or in conflict with the objects of the Society; provided, for any such arrangement with foreign and/or international agencies or organizations, the prior approval of the Government of India shall be obtained;
- v) take over, acquire by purchase, gifts, exchange, lease or hire or otherwise from the Government of India, State Governments and other public or private bodies or individuals, institutions, libraries, laboratories, immovable properties, endowments or other funds together with any attendant obligations and engagements not inconsistent with the objects of the Society; provided, for any such activity involving a foreign and/or international agency or organization, the prior approval of the Government of India shall be obtained.
- vi) appoint committees and sub-committees for such purposes and with such powers and for such periods and on such terms as it may deem fit, and dissolve any of them; and appoint, in particular
 - a) Finance Committee
 - b) Scientific Advisory Committee

The Finance Committee of the Institute will have the following composition:

- | | |
|---|------------------------|
| a) Director | Chairman-Ex-officio |
| b) Financial Adviser,
Department of Biotechnology,
Ministry of Science & Technology/nominee | Member-Ex-Officio |
| c) Advisor/Nodal Officer, DBT,
(Dealing with the Institute) | Member -Ex-officio |
| d) Two nominees of the Governing Body | Members |
| e) Nominee of DBT (one) | Member |
| f) An officer nominated by the Director | Secretary (Non-Member) |

Three members of the Finance Committee including Financial Adviser, DBT, shall form a quorum and all questions shall be decided by a majority of votes of the members present. In case of tie, the Chairman shall exercise his casting vote. The Finance Committee shall function in accordance with the Rules and Bye-Laws of the Institute and generally follow the relevant orders/guidelines issued by the Govt. of India from time to time. All the proposals involving financial implications, Annual Accounts, Audited Statement of Accounts and Annual Budget etc. shall be placed first before the Finance Committee for consideration and making appropriate recommendations before their submission to the Governing Body. It should meet at least twice a year or as often as considered necessary.



सुबोध कुमार राम / Subodh Kumar Ram

अवर सचिव / Under Secretary

बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology

विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.

भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

The Scientific Advisory Committee of the Institute will have the following composition:

- | | | |
|----|---|------------------|
| a) | An eminent scientist | Chairman |
| b) | International and National experts,
with research excellence (8) | Member |
| c) | Representative from ICAR | Member |
| d) | Representative from IARI | Member |
| e) | Representative from Industry | Member |
| f) | Advisor/Nodal Officer, DBT,
(Dealing with the Institute) | Member |
| g) | Director | Member Secretary |

The Scientific Advisory Committee shall evolve the scientific and technical programmes of the Institute, review them periodically and shall take further course of action as would be deemed fit for furthering scientific and technological research and other functions of the Institute. The recommendations of the Committee would be submitted to the Governing Body for approval. It should meet at least once a year.

The tenure of above Committees shall ordinarily be for a period of 3 years, which can be extended or reconstituted by the Governing Body after 3 years.

- vii) delegate such administrative and financial powers as it may think proper to the Chairman, the Director, and such other officers of the Society as may be considered necessary;
- viii) Frame, amend or repeal bye-laws, for the administration and management of the affairs of the Society and in particular to provide for the following matters:
- a) preparation and sanction of budget estimates, sanctioning of expenditure, entering into and execution of contracts, investment of the funds of the society, sale or alteration of such investments and maintenance of accounts and their audit;
 - b) procedure for recruitment of officers and establishment in the service of the Society;
 - c) terms and tenures of appointments, emoluments, allowances, rules of discipline and other conditions of service of the establishments of the Society;
 - d) terms and conditions governing the grant of scholarships, fellowships and grants-in-aid for research schemes and projects not inconsistent with the objects of the Society.
 - e) Such other matters as may be necessary for the administration of the affairs and funds of the Society.

PROCEEDINGS OF THE GOVERNING BODY

36. Every meeting of the Governing Body shall be presided over by the Chairman and in his absence a member chosen from amongst themselves by members present to provide for the occasion.

37. Seven members of the Governing Body present in person, shall constitute a quorum at any meeting of the Governing Body.
38. Not less than fifteen days clear notice of every meeting of the Governing Body shall be given to each member of the Governing Body. The accidental omission to give notice to or the non-receipt of notice by any member shall not invalidate the proceedings at the meetings, subject to the provisions of Rule 25.
39. Normally one meeting of the Governing Body shall be held at least once in each half of the year or more frequently, if need arises in the opinion of the chairman.
40. For the purposes of the last rule each year shall be deemed to commence on the 1st day of April and terminate on the 31st day of March of the following calendar year.
41. The Chairman may himself call, or by a requisition in writing signed by him, may require the Secretary to call a meeting of the Governing Body at any time and on receipt of such a requisition, the Secretary shall forthwith call such a meeting subject to the provisions of rule 25.
42. Four members of the Governing Body may by a requisition in writing signed by them, require the Secretary to call a meeting of the Governing Body at any time and on receipt of such a requisition, the Secretary shall forthwith call such a meeting in consultation with the Chairman.
43. Each member of the Governing Body shall have one vote and, if there shall be an equality of votes on any question to be decided by Governing Body, the Chairman shall have a casting vote.
44. Any business which it may be necessary for the Governing Body to perform may be performed by a resolution in writing circulated among all its members and any such resolution so circulated and approved by a majority of the members signing, shall be as effectual and binding as if such resolution had been passed at a meeting of the Governing Body, provided that at least five members of the Governing Body have recorded their approval to the resolution.
45. In case of a difference of opinion amongst the members of the Governing Body on a question of sufficient importance, the opinion of the majority shall prevail. The Chairman may, however, refer any question, which in his opinion is of sufficient importance for the decision of the Government of India. The decision of the Government of India shall be binding on the Society and its Governing Body.

FUNCTIONS AND POWERS OF THE CHAIRMAN

46. The Chairman shall exercise such powers for the conduct of the business of the Society as may be delegated to him by the Governing Body.

FUNCTIONS AND POWERS OF THE DIRECTOR

47. Subject to any order that may be passed by the Chairman in exercise of the powers delegated to him by the Governing Body, and the decisions of the Governing Body, the Director shall be responsible for the proper administration of the affairs and funds of the Society under the direction and guidance of the Governing Body. He shall be vested with such executive and administrative powers of the Society as may be necessary or incidental for the purpose, subject to these rules and Bye-laws.



48. He shall be subject to the provisions of these Rules and Bye laws and decisions of the Governing Body and Chairman, exercise general supervision and disciplinary control over the officers and the staff of the Society, and prescribe their duties and functions.
49. The Director shall coordinate and exercise general supervision over all the activities of the Society.
50. The Director of the "INSTITUTE" shall be the Secretary of the Society. For the purpose of Section 6 of the Societies "Registration Act (XXI of 1860), the Secretary shall be considered the Principal Secretary of the Society and the Society may sue or be sued in the name of the Secretary of the Society.

ASSETS AND FUNDS OF THE SOCIETY

51. All the funds shall be kept in a book and will be jointly operated by two officials of the Institute as decided by the Governing Body. All assets and funds shall belong to the Society and not to any individual member of office bearer. All purchase and sales pertaining to the Society will be as per the direction of the Governing Body. The funds of the Society will consist of the following:
- i) Lump sum and recurring grant made by the Government of India.
 - ii) Fees and other charges received by the "INSTITUTE".
 - iii) All money received by the Society by way of grants, gifts, donations or other contributions.
52. All funds of the Society shall be paid into the Society's account with Treasuries/Sub-Treasuries including the Reserve Bank of India, branches of the State Bank of India and its subsidiaries and in scheduled/nationalized banks and shall not be withdrawn except on cheques signed and countersigned by such officers as may be duly empowered on his behalf by the Chairman.
53. The income and property of the Society, howsoever derived, shall be applied towards the promotion of the objects thereof as set forth in this Memorandum of Association, subject nevertheless in respect of the expenditure of grants made by the Government of India to such limitations as the Government of India may from time to time impose. No portion of the income and property of the Society shall be paid or transferred, directly or indirectly, by way of dividends, bonus, or otherwise howsoever by way of profit, to the persons who at any time are or have been members of the Society or to any of them or to any persons claiming through them or any of them provided that nothing herein contained shall prevent the payment in good faith of remuneration of any member thereof or other person return for any service rendered to the Society.

RECORDS TO BE KEPT BY THE SOCIETY

54. Records like proceeding register, stock register, cash book register, etc., shall be maintained by the Society and shall be properly audited annually.

ACCOUNT AND AUDIT

55. The Accounts of the Society shall be audited by such person or persons who is a Chartered Accountant and may be nominated by the **Central Government**. The nature of audit to be applied and the detailed arrangements to be made in regard to the form of accounts and their maintenance

and the presentation of accounts for audit shall be prescribed by Bye-laws to be framed by the Governing Body and approved by the Government of India.

ANNUAL REPORT

56. An Annual Report of the Proceedings of the Society and of all work undertaken during the year shall be prepared by the Governing Body for the information of the Government of India and the members of the Society. This report and the audited accounts of the Society along with the Auditor's report thereon shall be placed before the Society at the Annual General Meeting.

ALTERATION OF RULES

57. The Rules of the Society may be altered at any time on the recommendation of the Governing Body by a Resolution passed by a majority of the members of the Society present at any annual or special general meeting of the Society.
58. These Rules shall come into force when approved at a general meeting by the Society, which shall have been duly convened for the purpose.
59. All provisions contained in the Societies Registration Act (XXI of 1860) (Punjab Amendment Act), 1957 as applicable to the Union Territory of Delhi shall apply to this Society, including Sections 4, 6, 12, 12A, 13 & 14.
60. Submission of Annual Lists as per Section 4 of the Societies Registration Act (XXI of 1860): Once in every year a list of members of the Governing Body shall be filed with the Registrar of Societies as required under Section 4 of the Societies Registration Act (XXI of 1860).
61. Legal proceeding as per Section 6 of Societies Registration Act (XXI of 1860): The Society may sue or be sued in the name of President/Secretary as per provision laid down under Section 6 of Societies Registration Act (XXI of 1860).
62. Amendment as per Section 12 and 12A of Societies Registration Act (XXI of 1860).
63. Dissolution: The Society, if necessary, can be dissolved as per the provisions laid down under Section 13 and 14 of the Societies Registration Act (XXI of 1860).
64. Essential Certificate: "Certified that this is the correct copy of the Rules and Regulations of the Society".

Name S/O, W/O, D/O	Occupation	Designation	Residential Address	Signature
Dr. Manju Sharma W/o Dr. V.P. Sharma	Secretary, DBT	Chairperson	D-I/55, Satya Marg Chankyapuri, New Delhi - 110023.	Sd/-
Prof. Asis Datta S/o Sh. S.C. Datta	Vice-Chancellor JNU	Member	Vice-Chancellor's Residence, JNU Campus, New Delhi - 110067.	Sd/-
Prof. V.S. Ramamurthy S/o Sh. V. Subramanian	Secretary, DST	Member	C-II/41, Moti Bagh, New Delhi - 110021	Sd/-

No.BT/AI/17022/02/2019
Government of India
Ministry of Science & Technology
Department of Biotechnology

NIPGR Bye-Laws 2019

Witnesses:

Sl. No.	Name S/O, W/O, D/O	Age	Occupation	Residential Address	Signature
1.	Prof. Rahmatullah Khan S/o Sh. Mohammad Khan	63	Rector, JNU New Delhi	47, New Campus, J.N.U. New Delhi – 110067.	Sd/-
2.	Prof. Rajendra Prasad S/o Sh. N.P. Srivastava	50	Dean, SLS, J.N.U., New Delhi	122, Uttarakhand, J.N.U. New Delhi – 110067.	Sd/-
3.	Prof. Kailash C. Upadhyaya S/o Sh. R.B. Upadhyaya	51	Director, GEU J.N.U. New Delhi.	71, Dakshinapuram, New Campus, JNU, New Delhi – 110067.	Sd/-



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योग. मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

Amended

The Governing Body Members:

Registrar of Society

214/c

Sl. No.	Name of the Office bearers S/O, W/O, D/O	Residential Address
1.	Dr. Manju Sharma W/O Dr. V.P. Sharma	D-1/55, Satya Marg, Chankyapuri, New Delhi - 110023.
2.	Prof. P.N. Tandon S/o Dr. R.N. Tandon	1, Jagrati Enclave, Vikas Marg, Delhi - 110092.
3.	Prof. V.S. Ramanurthy S/o Sh. V. Subramanian	C-II/41, Moti Bagh, New Delhi - 110021.
4.	Prof. Asis Datta S/o Sh. S.C. Datta	Vice-Chancellor's Residence, JNU Campus, New Delhi - 110067.
5.	Prof. A.K. Sharma S/o Sh. C.C. Sharma	2F2, Meghamallar, 18/3, Gariahat Road, Calcutta - 700019.
6.	Dr. R.S. Paroda S/o Sh. R.K.S. Paroda	D-II/77, Moti Bagh, New Delhi - 110021.
7.	Dr. Sandip K. Basu S/o Dr. P.N. Basu	Director's Residence, NII Campus, New Delhi - 110066.
8.	Prof. G. Padmanaban S/o Sh. V. Govindarajan	Director's Residence, IISc. Campus, Bangalore.
9.	Dr. N.K. Ganguli S/O Sh. P.K. Ganguli	ICMR Guest House, Hawa Singh Block, Asiad Village Complex, New Delhi.
10.	Mr. R. Sami S/o Sh. Gurudev Saran	D-I/126; Satya Marg, Chankyapuri, New Delhi - 110023.
11.	Dr. Amita Biswas W/o Dr. S.B. Biswas	D-II/339, Pandara Road, New Delhi - 110003.

The addresses of the above Governing Body members of the aforesaid society are true and attested by the undersigned.

Place

Date:

Signature
With Seal / Stamp of Office

**AMENDED CERTIFICATE OF REGISTRATION
SOCIETIES REGISTRATION ACT XXI, 1860**

NO. SI. 33273 OF 1998

I hereby certify that " In pursuance of Section 12 and
12 A, the name / address of the society has been changed from

"SOCIETY FOR THE NATIONAL INSTITUTE FOR
PLANT GENOME RESEARCH (INSTITUTE)" Located
at Aruna Asaf Ali Marg, J.N.U. Campus, New Delhi-67

to "SOCIETY FOR THE NATIONAL INSTITUTE OF
PLANT GENOME RESEARCH (INSTITUTE)" Located
at Aruna Asaf Ali Marg, J.N.U. Campus, New Delhi-67


w. e. f. 13-2-2009 under the SOCIETIES REGISTRATION
ACT OF 1860.

Given under my hand at Delhi on this 16th day of February

Two thousand Nine

AMENDED FEE OF RS. 01/- received




**REGISTRAR OF SOCIETIES
GOVT. OF NCT OF DELHI
DELHI**

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(An Autonomous Institute under the Department of Biotechnology, GoI)

Composition of Society

S.No	Name	Remarks	
1	Hon'ble Minister of Science & Technology, Govt of India, New Delhi	President	Ex-officio
2	Secretary, DBT, New Delhi	Member	Ex-officio
3	Financial Adviser DBT, New Delhi	Member	Ex-officio
4	JS (Admin), DBT, New Delhi	Member	Ex-officio
5	Director General, ICAR, New Delhi	Member	Ex-officio
6	Vice-Chancellor, JNU New Delhi	Member	Ex-officio
7	Advisor , DBT, New Delhi (Dealing with the Institute)	Member	Ex-officio
8	Nodal Officer, DBT (Dealing with the Institute)	Member	Ex-Officio
9	Vice Chancellor, University Grants Commission, New Delhi	Member	Ex-officio
10	Seven Scientists to be nominated by Governing Body as individual experts	Member	To be nominated by GB/Chairperson, GB
11	Director, NIPGR	Member Secretary	Ex-officio


Sam

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(An Autonomous Institute under the Department of Biotechnology, GoI)

Composition of Governing Body

S.No	Name	Remarks	
1	Secretary, DBT, New Delhi	Chairperson	Ex-officio
2	Financial Adviser DBT, New Delhi	Member	Ex-officio
3	JS (Admin), DBT, New Delhi	Member	Ex-officio
4	Director General, ICAR, New Delhi	Member	Ex-officio
5	Vice-Chancellor, JNU New Delhi	Member	Ex-officio
6	Adviser, DBT New Delhi	Member	Ex-officio
7	Vice Chancellor, University Grants Commission, New Delhi	Member	Ex-officio
8	Four Scientists to be nominated by Governing Body as individual experts	Member	To be nominated by GB/ Chairperson, GB
9	Director, NIPGR	Member Secretary	Ex-officio


सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
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भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi



NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(An Autonomous Institute under the Department of Biotechnology, Govt)

Composition of Scientific Advisory Committee

Sl.No.	Name	Remarks	
1	An Eminent Scientist	Chairman	To be nominated by GB/ Chairperson GB
2	International and national Experts with research excellence (8)	Member	Eight (8) Members to be nominated by GB/Chairperson, GB
3	Representative from ICAR	Member	
4	Representative from IARI	Member	
5.	Representative from Industry	Member	
6	Advisor, DBT/Nodal Officer, DBT (Dealing with the Institute)	Member	
7	Director, NIPGR	Member Secretary	(Ex-officio)

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(An Autonomous Institute under the Department of Biotechnology, GoI)

Composition of Finance Committee

S.No	Name	Remarks	
1	Financial Adviser, DBT, New Delhi	Chairman	Ex-officio
2	Director, NIPGR	Member	Ex-officio
3	Advisor, DBT/Nodal Officer, DBT (Dealing with the Institute)	Member	Ex-officio
4	Two nominees of Governing Body	Member	To be nominated by GB/Chairperson, GB
5	Nominee of DBT (one)	Member	
6	An officer nominated by Director	Secretary (Non- Member)	To be nominated by Director, NIPGR



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
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भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

BUILDING COMMITTEE

1. Director
International Centre for Genetic Engineering and Biotechnology (ICGEB),
New Delhi Chairman
2. Financial Adviser
Department of Biotechnology
Ministry of Science & Technology
New Delhi Member
3. Vice Chancellor
Banaras Hindu University
Varanasi, Uttar Pradesh Member
4. Department of Chemistry
Indian Institute of Technology
New Delhi Member
5. M/s S. D. Sharma & Associates
Institute's Architect
Panchkula (Haryana) Member
6. Consultant Engineer
National Institute of Plant Genome Research, New Delhi Member
7. Controller of Administration
National Institute of Plant Genome Research, New Delhi Member-Secretary

APPENDIX-4

Appendix - 4

Appendix-16

Govt of India orders regarding financial powers of autonomous bodies funded by Govt of India

F No 8(4)E-Coord./84
Government of India
Ministry of Finance
Department of Expenditure

New Delhi, the 15th October 1984

OFFICE MEMORANDUM

Subject: Financial powers of autonomous bodies-restrictions regarding

The Rules and Bye-laws of autonomous bodies which are fully or partly funded by the Government of India should invariably incorporate restrictive clauses relating to the Powers of the Governing Bodies of such organizations in matters of creation of post, revision of pay and allowances of their staff and similar establishment expenditure and provide for prior approval of the Central Government in specific cases. It has come to the notice that this has not been done in a number of cases resulting the Governing Bodies of some Autonomous Organizations taking decisions on the above matters, which do not conform, to the general pattern of the Central Government.

2. With a view to ensuring that the provisions relating to the powers of the Governing Bodies in such matters having financial implications are properly exercised, Ministries/Departments are requested to take following action:-

- (i) A clause may be incorporated in the relevant Rules/Bye-laws/Regulations of the autonomous bodies that proposals relating to employment structure i.e. adoption of pay scales, allowances and revision thereof and creation of posts above a specified pay level would need the prior approval of the Govt. of India in consultation with the Ministry of Finance, Department of Expenditure;
- (ii) In the case of larger autonomous bodies a suitable clause may be incorporated in the relevant Rules Bye-laws/Regulations that a representative of the Ministry of Finance/Integrated Finance Division of the Ministry concerned should be nominated to the Executive Council of the Autonomous Organization. The choice of the nominee would be made in consultation with the Ministry of Finance; and
- (iii) In the autonomous organizations referred to in (ii) above, a provision would also be made if the Rules/Bye-laws/Regulations that in the event of disagreement between representative of the Ministry of Finance and the Chairman of the Governing body of the



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विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

Autonomous Organization on the financial matter beyond the delegated powers of the Ministry/Department of the Govt. of India the matter may be referred to the Minister of the administrative Ministry concerned and the Finance Minister for a decision.

3. Ministries/Departments are requested to take immediate action to incorporate the necessary amendments suggested in the preceding para in the Rules/Bye-laws/Regulations of the Autonomous Organizations under their administrative control under intimation to this Ministry. They are also requested to ensure that before a new autonomous body is formed, the Rules/Bye-laws/Regulations concerning financial matters are finalized in consultation with this Ministry.

Hindi version will follow.

Sd/-
(S.C. MAHALIK)
Jt. Secretary to the Govt. of India.

To

All Ministers/Departments
(By name to any officer of the rank of Jt. Secretary)

Copy to all Financial Advisers.

Implementation of this O.M. may please be watched by them carefully and reported to this Ministry from time to time.

Sd/-
(S.C. MAHALIK)
Jt. Secretary to the Govt. of India.

ANNEXURE-1

S.NO.	AUTHORITY	FINANCIAL POWER
1	Controller of Administration	As may be vested by the Governing Body/Director. As on the date of notification of these Bye-laws, the financial powers of the Controller of Administration for sanctioning any work (for creation of capital assets, sanction of projects, etc.), in each such case, shall be upto ₹ 1,00,000/- (Rupees One Lakh only).
2	Officiating/ <i>Protem</i> / <i>Locum tenens</i> /In-Charge Director (in terms of Section 3.3.3. of the Bye-laws)	As on the date of notification of these Bye-laws, the financial powers of the Officiating/ <i>Protem</i> / <i>Locum tenens</i> /In-Charge Director for sanctioning any work (for creation of capital assets, sanction of projects, etc) shall in each such case, shall be upto Rs. 1.00 Crore.
3	Director	Shall have the financial and administrative powers as vested by the Department of Biotechnology, Ministry of Science and Technology from time to time. As on the date of notification of these Bye-laws, the financial powers of the Director for sanctioning any work (for creation of capital assets, sanction of projects, etc), in each such case, shall be upto ₹ 5.00 Crore. Provided that the Director shall have FULL powers to incur expenditure on account of legal matters in the Courts of Law in the country and with the approval of the Government outside the Country.
4	Governing Body	Shall have the financial and administrative powers as vested by the Department of Biotechnology, Ministry of Science and Technology from time to time. As on the date of notification of these Bye-laws, the financial powers of the Governing Body for sanctioning any work (for creation of capital assets, sanction of projects etc.) in each such case, shall be upto ₹ 20.00 Crores subject to the following: that all such proposals relating to emoluments structure i.e. adoption of pay scales, pay and allowances and revision thereof, creation of posts would be in accordance with rules and instructions of Government of India as amended from time to time.
5	Provided that the Financial Powers vested on Sl. No 1-4 cannot be further delegated by these authorities.	

Note:- Separate approval of Department of Biotechnology shall be obtained for any expenditure of more than ₹ 20.00 Crores and above in each case. The approval of Governing Body be also attached for seeking approval for expenditure beyond ₹ 20.00 Crores

ANNEXURE - 2

COMPONENTS OF USER CHARGES

COMPONENTS OF USER CHARGES							
S.No	Type	Sub Type	Rate for DBT and DBT aided Institutions	Rate for other Government Institutions	Rate for Private Individuals/Bodies/Industry in private capacity	Rates for International Bodies/foreigners	Last Notified on
1	INFRASTRUCTURE	Guest House (incl. AC + Housekeeping charges) per day	(On Duty Rates) Nil	Single occupancy ₹ 400/-	Single occupancy ₹ 800/-		Only for the purpose of Scientific, Academic and Research.
			(Off Duty rates) Govt. Institutions rates	Double occupancy ₹ 700/-	Double occupancy ₹ 1500/-		
		Auditorium	₹ 3,000/- per day				
		Lawn/Open area near auditorium	₹ 1,000/- per day				
		Audio/Visual aids in the auditorium	₹ 4,500/- per day				
		Gen Set back up for auditorium	₹ 1,000/- per hour				
2	INSTRUMENTATION SERVICES OFFERED	As per list enclosed					
3	CONSULTATION	As per prescribed guidelines					

1. Schedule of Rates shall be maintained separately
2. The user charges shall be fixed/revised from time to time by the Institute by a duly constituted committee.
3. Provided that the rates shall be further reviewed by a duly constituted committee every two/three years subsequently.
4. The rates at Sl. No. 1 & 2 above were last reviewed and approved by the Governing Body of the Institute in its meeting held on July 11, 2018.



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी, मंत्रालय / M/o Science & Tech.
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अवर सचिव / Under Secretary
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विज्ञान और प्रौद्योगिकी, मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

राष्ट्रीय पादप जीनोम अनुसंधान संस्थान
NATIONAL INSTITUTE OF PLANT GENOME RESEARCH

केंद्रीय उपकरण सुविधा
CENTRAL INSTRUMENTATION FACILITY

Download the requisition form from our website & send the filled requisition form by e- mail to cif@nipgr.ac.in or send by regular mail. Users have to pay taxes along with user charges as per prevailing rates prescribed by Government of India.

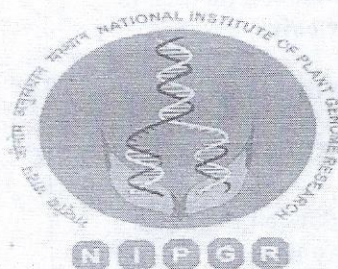
Name of Instrument	Academic & Research Institutions /IITs/IISERs/Univ	Private Industries / For -Profit Laboratories
FOSS - NIRS DS2500 Analyzer Near Infrared Reflectance spectrophotometer (NIRS) analyzer based on monochromatic technique (1100-2500 nm) for non-destructive determination of different constituents in solid, liquid and viscous samples. Rapid analysis (<1 min per sample) of protein, fat, fiber, moisture, fatty-acids, amino acids, fibers (crude/NDF/ADF), starch, colour etc. in ground and unground samples like soil, plant (including seeds), animal and microbes as well as testing of color parameters like pigment, astaxanthin, chlorophyll etc. The analyzer allows measurement of samples as low as 15 to 20 grains, which has been well calibrated for various primary and secondary metabolites of oilseed <i>Brassicas</i> at NIPGR.	Rs. 50 per sample	₹100 per sample
Surface Plasmon Resonance (Biacore™ T200) It can be used to measure affinity and kinetics of protein-protein, protein-lipid, protein-sugar, protein-drug and other biomolecular interactions. Success of the experiment and analysis depend on the purity of protein and ligand. Users have to provide the chips for the experiment. The facility may provide regular buffers used in the experiment.	₹ 4200 per experiment	₹8500per experiment
Agilent 2100 Bioanalyzer (Sizing, quantification and quality control of DNA and RNA) Consumables provided by facility: DNA High -sensitivity kit RNA Nano kit (Consumables mentioned above will be)	DNA ₹ High -sensivity kit ₹ 8000 per chip (11 samples per chip) RNA Nano kit: ₹ 6000 per chip (12 samples per chip)	DNA High -sensivity kit: ₹ 16000 per chip (11 samples per chip) RNA Nano kit: ₹ 12000 per chip (12 samples per chip)

<p>LabChip GX (Caliper Life Sciences)</p> <p>The LabChip GX assays are based on traditional gel electrophoresis principles that have been transferred to a chip format. The chip format dramatically reduces separation time and provides automated sizing and quantitation information in a digital format.</p> <p>Charges for usage of the machine only. The chip and kits and other consumables will be arranged by the user.</p>	<p>₹ 1000 (96 well plate) ₹ 1500 (384 well plate)</p>	<p>₹ 2000 (96 well plate) ₹ 3000 (384 well plate) ₹</p>
<p>SEM (Scanning Electron Microscope) EVO LS 10</p> <p>For morphological study of samples, Available mode High Vacuum, VPSE for life science samples</p>	<p>₹ 1100 Scanning/Viewing (up to 10 samples) Beyond 10 samples 200 per sample will be charged extra</p>	<p>3500 Scanning/Viewing (up to 10 samples) ₹ Beyond 10 samples 500 per sample will be charged extra</p>
<p>Critical Point Drying (CPD 3000, Leica)</p> <p>The SEM samples can be dried in the instrument and analyzed for morphological studies on Scanning Electron Microscope.</p>	<p>₹ 1000 (up to 10 samples) ₹ Beyond 10 samples 200 per sample will be charged extra</p>	<p>₹ 2000 (up to 10 samples) Beyond 10 samples ₹ 400 per sample will be charged extra</p>
<p>Sputter Coater</p> <p>Sputter Coater is a compact magnetron sputter and glow discharge coater, primarily designed for depositing thin conductive metal coatings on to Scanning Electron Microscopy (SEM) sample.</p>	<p>₹ 750 (up to 10 samples)</p>	<p>₹ 1500 (up to 10 samples)</p>
<p>High Performance Liquid Chromatography (Prominence Binary Gradient System Simadzu, Japan)</p> <p>Columns : Luna C18 150x4.6mm Luna C18 250x4.6mm Detectors: SPD-20A, RID-10A, SPD -M20A High-performance liquid chromatography (HPLC) is widely used in diverse fields such as pharmaceuticals, and biochemistry to chemistry, the environment, and food products.</p> <p>User will provide all the consumables on their end. Charges for usage of the machine only</p>	<p>₹ 2500 (per experiment)</p>	<p>₹ 5000 (per experiment)</p>

<p>UPLC (Waters, UK) The ACQUITY UPLC I-Class System is optimized to preserve high-efficiency separations, making it able to realize the full benefits of sub-2-μm columns. The sensitivity of any detector will benefit from improved resolution when the total dispersion from the column and all system components is minimized.</p> <p>Columns : C18 1.7μm 2.1x50mm 2.1x100mm</p> <p>User will provide all other consumables on their end. Charges for usage of the machine only</p>	<p>₹ 3500 (per experiment)</p>	<p>₹ 7000 (per experiment)</p>
<p>FPLC (GE Healthcare) AKTA Pure M AKTA pure is a flexible and intuitive purification system for proteins, peptides, and nucleic acids from microgram levels to tens of grams of target product in research applications. grams) preparative purification.</p> <p>Columns : Superose 12 10/300GL Resource Q, 6ML</p> <p>User will provide all other consumables on their end. Charges for usage of the machine only</p>	<p>₹ 2500 (per experiment)</p>	<p>₹ 5000 (per experiment)</p>
<p>Gas Chromatography 2010 ATF (Simadzu, Japan) The GC-2010 is equipped with the tools for high speed analysis, providing labour savings and improving throughput. Introducing a new high-sensitivity FID, enabling the GC-2010 to conduct ultra trace analysis. The highest quality electrical connectors and cables inside of the FID-2010 have been employed to bring you a significant S/N improvement that is 2 times higher sensitivity than the previous model. Up to 4 detectors can be installed.</p> <p>Columns : CBXN-1000 60/80 6ft 2.0MM Capillary Column RTX 225 15MTR, 0.25 MMID, 0.25U Capillary Column RXI-1MS-30M, 0.25MMID, 0.25UM</p> <p>User will provide all other consumables on their end. Charges for usage of the machine only</p>	<p>₹ 700 (per samples)</p>	<p>₹ 1200 (per samples)</p>
<p>7900 HT Fast Real Time PCR System 96/384 Well Format For Relative Quantification, Absolute Quantification, Gene Expression Study etc.</p> <p>Consumables: SYBR Green, 96/384 Well Plate, Adhesive Film will be provided by the facility)</p> <p>User will provide all other consumables on their end.</p>	<p>₹ 6000 (96 well plate) ₹ 11000 (384 well plate)</p>	<p>₹ 12000 (96 well plate) ₹ 22000 (384 well plate)</p>

PDS 1000 Gene Gun (Bio Rad) For Gene Transformation User will provide all the consumables on their end. Charges for usage of the machine only	₹ 500 (per hour)	₹ 1200 (per hour)
Helios Gene Gun (Bio Rad) For Gene Transformation in Live Plants User will provide all the consumables on their end. Charges for usage of the machine only	₹ 500 (per hour)	₹ 1200 (per hour)
Polar Star Omega Spectrophotometer (BMG Labtech.) For Absorbance, Fluorescence, Luminescence Biochemical study) User will provide all the consumables on their end. Charges for usage of the machine only	₹ 400 (per experiment)	₹ 1000 (per experiment)
Gene Pulser Xcell System (Bio Rad) Gene Transformation Through High/Low voltage current User will provide all the consumables on their end. Charges for usage of the machine only	₹ 200 (per sample)	₹ 400 (per sample)
Typhoon 9210 Phosphor Imaging System (GE Healthcare) Phosphor Imaging, Blots, 1D Analysis etc.	₹ 400 (per scan)	₹ 800 (per scan)
Chemi Doc MP Imaging System (Bio Rad) For Scanning X-ray films, Blots, 1D Gel etc.	₹ 200 (per scan)	₹ 400 (per scan)
Confocal laser scanning microscope	₹ 3000/ 1.5 hour slot	6000/ 1.5 hour slot

**NATIONAL INSTITUTE OF
PLANT GENOME RESEARCH
NEW DELHI**



RECRUITMENT RULES-2018

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.

(updated as on 30.04.2019)

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NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(An Autonomous Institution of the Department of Biotechnology,
Ministry of Science & Technology, Govt. of India)

Recruitment Rules-2018

1. **SHORT TITLE and COMMENCEMENT**
These Rules may be called "**NATIONAL INSTITUTE of PLANT GENOME RESEARCH Recruitment Rules-2018**".
They shall come into force from the date of notification after their approval by the Government of India.
2. **OBJECTIVES:**
 - i. To meet manpower requirements of the Institute by recruiting competent employees in terms of requisite capabilities, skills, qualifications, aptitude, merit and suitability with a view to fulfill Institute's objectives.
 - ii. To attract, select and retain the best talent available keeping in view the changing needs of the Institute.
 - iii. To establish an objective and reliable system of selection.
 - iv. To integrate growth opportunities of the employees with fulfillment of Institute's objectives.
 - v. To provide for a system, which is conducive to equity, fairness and objectivity in matters concerning promotion of employees.
 - vi. To ensure compliance with relevant Government policies and directives on recruitment and promotion.
3. **DEFINITIONS and ABBREVIATIONS**
In these rules, unless the context otherwise requires, the following terms shall mean as under:
 - i. 'Age' means upper limit as specified in these rules.
 - ii. Annexures means the annexure attached to the Schedules of these rules.
 - iii. Approving Authority: shall essentially be as specified under Clause 12 to these rules.
 - iv. Appointing Authority: shall essentially be as specified under Clause 12 to these rules and shall be that authority who is holding charge in regular capacity under these rules.
 - v. Bye Laws: shall mean the Bye Laws framed and amended from time to time having the approval of the Government under whom the Autonomous Institute lies.
 - vi. Cadre: Shall essentially mean as total strength of a service (in all relevant grades i.e. from lowest to highest grade comprising lowest recruitment grade to highest promotional grade) or a part of a service sanctioned as a separate unit.

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.

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- vii. Competent Authority: in relation to exercise of powers under these rules shall essentially be the Minister in charge of Department of Biotechnology/Ministry of Science and Technology or any such authority to which such power is so delegated.
- viii. DBT means the Department of Biotechnology under Ministry of Science and Technology, Government of India.
- ix. Departmental Recruitment Committee (DRC): Shall be as per DBT instructions issued vide OM dated 19.07.2016 or DoPT/CVC, provided that CVO, NIPGR, shall not be part of any such selection committee.
- x. Departmental Promotion Committee (DPC): shall be as per DBT instructions issued vide DBT OM dated 19.07.2016 or DoPT/CVC, provided that CVO, NIPGR, shall not be part of any such committee.
- xi. Director shall mean the Director of the Institute.
- xii. DoPT means the Department of Personnel and Training, Government of India.
- xiii. Duty Post means all the posts which are included in Schedule - 7/1 to these Rules and sanctioned by the Cabinet /Department of Expenditure from time to time.
- xiv. EFC means the Expenditure Finance Committee of the Government.
- xv. Institute means the National Institute of Plant Genome Research, New Delhi, headquartered at Aruna Asaf Ali Marg, JNU Campus, New Delhi - 110067.
- xvi. Government The central government shall mean the administrative Ministry of the Government of India concerned with Department of Biotechnology, Ministry of Science and Technology.
- xvii. Governing Body shall have the same meaning as defined in Memorandum of Association and the Bye Laws of the Institute. It shall at all times have ex-officio members of the Government.
- xviii. Levels mean level of posts specified in the Schedule-7/1-5 to these Rules as per 7th Pay Commission recommendations.
- xix. MHA means Ministry of Home Affairs under Government of India.
- xx. MEA means Ministry of External Affairs under Government of India.
- xxi. Memorandum of Association means Memorandum of Association and Rules & Regulations of association describing the terms and condition of the Society viz-a-viz Government of India.
- xxii. President shall mean the President of the Society of NIPGR as defined under the Memorandum of Association and Bye Laws.
- xxiii. Recruitment Rules (RRs) shall mean the Rules framed by the Governing Body for the purposes of appointment to the duty posts specified in the Schedules to these Rules and approved by the Government.
- xxiv. SCSC: shall have the same meaning as defined in DoPT OM No AB 14017/11/2004-Estt (RR) dtd 30.07.2007, 21.10.2015 & 06.04.2016. Director of the Institute shall be essential member of the committee for appointments to posts in Level-14 and above except to appointment for the post of Director. The SCSC shall be got approved from Minister in Charge.

(updated as on 30.04.2019)

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- XXV. Schedule: means the schedules attached to these rules.
XXVI. The expressions "Scheduled Castes", "Scheduled Tribes", "Other Backward Classes" and the "The Persons with Disabilities" shall have the meaning respectively assigned to them in the Constitution of India/Acts of Parliament as amended from time to time.

4. CONSTITUTION:

On the date of commencement of these Rules, such of the persons who have been engaged/appointed with due process in terms of extant instructions of Government of India on regular or on contract basis to Duty Posts and who will be appointed* in terms of these Rules shall constitute the total operational strength of the work force of the Institute. The inter-se-seniority of officers/staff in each grade, who are appointed as per these rules at the initial constitution shall be determined as per the date of regular appointment to the respective posts/grades subject to the condition that their inter-se-seniority within their respective posts/grades shall not be disturbed;

(* shall also include contractually appointed persons on the rolls of the Institute before commencement of these Rules, whose appointments are recommended for confirmation and regularization by a duly constituted three member committee so constituted 90 days before the end of the contract period with the approval of the Approving Authority. Minutes of the committee shall be approved by the Approving Authority with the purpose of absorbing them permanently in the Institute. In the interest of administration and with the mutual consent of the contract employee, Director, NIPGR may constitute the confirmation committee (for all such employees in level 11A and below) at an earlier date before the end of the contractual period which is not earlier than 90% of the successful completion of total contract period. 100-50% benefit of period spent on contract basis after regularization of services in the grade is to be counted for eligibility for promotion to next grade)

5. SCHEDULES and ANNEXURES to these Rules:

1. Schedules to these Rules are detailed as under:

- SCHEDULE-7/1*: Position of Posts created with the approval of the Cabinet/Department of Expenditure or such other authority which has been vested with the power to create.
- SCHEDULE-7/2: Proposed Designation and Level in which the sanctioned posts are to be operated in the Institute
- SCHEDULE-7/3: for posts in Scientific Cadre
- SCHEDULE-7/4 for posts in Administrative Cadre
- SCHEDULE-7/5: for posts in Technical Cadre
- SCHEDULE-7/6: DBT letters for creation of posts

* provided that the Institute shall take necessary steps to get the approval of the Department for revival of positions (if any) whose currency has since lapsed and shall not initiate any exercise to fill up any such lapsed position till approval of the same is obtained from the Department.

(updated as on 30.04.2019)

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6. ELIGIBILITY NORMS.

Shall at all times conform to provisions of Para 8 of DBT OM No BT/AI/14013/3/2011 dated 19.07.2016 w.r.t NATIONALITY, AGE, EDUCATIONAL QUALIFICATIONS and extant DoPT instructions on the subject. Work experience if required, shall be counted from the date of acquiring minimum educational qualifications as on the closing date of advertisement notified for filling the post

7. LEVELS (as per 7th CPC), AUTHORISED STRENGTH and its REVIEW

- (i) The names, designation, pay scale for Scientific, Technical, Administrative posts are detailed vide Schedule - 7/3-5 of these Rules
(ii) The orders for creation of these posts are detailed vide Schedule - 7/6

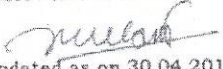
- (a) Annexure 1
(b) Annexure 2
(c) Annexure 3
(d) Annexure 4
(e) Annexure 5
(f) Annexure 6
(g) Annexure 7
(h) Annexure 8
(i) Annexure 9

- iii. Notwithstanding anything contained in Clause 7(i-ii) of these Rules, the Government may by notification

- (i) Make additions, alterations, substitutions or modifications to the number of sanctioned duty posts or grades, designation and Pay scales of duty posts specified in Schedule 7/3-4 of these Rules.
(ii) Appoint any officer to a Duty post in the appropriate grade against the sanctioned post of the Institute.

8. FUTURE MAINTENANCE OF THE SERVICE and Method of Recruitment and Promotion For Cadre Posts:

- i. From the commencement of these rules, all the initial appointments to be made in levels by method of direct recruitment as specified in the Schedules to these Rules.
ii. The particular method of appointment (by Direct Recruitment/Promotion/Deputation/Contract (including Short term Contract) or Absorption to any level and percentage of appointment by each method is detailed in the Schedules to these Rules.
iii. Post which are essentially to be filled by direct recruitment method in any level shall not be exempt from the purview of reservation. Reservation rules for members of Scheduled Caste/Scheduled Tribes/Other Backward Community shall be applicable in terms of extant DoPT instructions circulated vide DBT OM no BT/AI/14013/3/2011 dtd 19.07.2016 and as amended from time to time.


[updated as on 30.04.2019]

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.

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- iv. Scientific cadre posts in Level-11 to Level-14 detailed vide Schedule- 7/3 of these Rules shall be eligible for appointment under the Modified Flexible Complementing Scheme 2010 as per extant DoPT instructions and amendments thereof.
- v. Upper age limit for unreserved candidates shall be as per extant DoPT instructions for all posts to be filled by Direct Recruitment method. Age relaxations as per DoPT OM No. 15012/2/2010-Estt. (D) dtd 27.03.2012 for candidates belonging to SC/ST/OBC community, Physically Handicapped and Ex-serviceman shall be applicable.
- vi. Upper age limit shall not be applicable for existing employees of the Institute or any employee of Department of Biotechnology if they apply for the posts of the Institute under these rules which are proposed to be filled by Direct Recruitment/Deputation method. Upper age limit may be relaxed by 01 years in case of exceptional and meritorious candidates by the approving authority prior to appointment for positions in Level-14 and above.
- vii. Educational Qualifications required for eligibility are detailed vide Schedules 7/3-5 of these Rules. Equivalence of qualifications as in vogue for appointments under the Central Government shall be applicable for the purpose of determining equivalence of qualifications.
- viii. The residency period required for the promotions to higher grades and eligibility norms are detailed vide Schedules 7/3-5 of these Rules.
- ix. Composition and level of DRC, DPC shall be as per Clause 3 (ix-x) these Rules.
- x. Detailed procedure for recruitment, periodicity between two recruitments shall be got approved from the Appointing authority before advertisement.
- xi. Instructions contained vide DBT OM No. BT/01/71/2016-PVC dated 23.01.2017 and other instructions issued by the Department of Biotechnology, DoPT, CVC in matters of recruitment and MHA for filling up of posts in Rajbhasha Cadre shall be strictly adhered to as and when these instructions are issued.
- xii. Following shall be the Application Fees for candidates applying for posts to be filled by open advertisement

Applying for ->	Level 9 and Below	Level -10 and above	Level 14 and above
Unreserved candidates	Rs 200/-	Rs 500/-	Rs 1000/-
OBC candidates	Rs 100/-	Rs 300/-	Rs 500/-
Unreserved candidates from abroad with OCI Status	USD \$15	USD \$20	USD \$30
OBC candidates from abroad with OCI Status	USD \$10	USD \$20	USD \$20

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- a. efforts to be made by the Institution to have posts filled by open advertisement to be a cost neutral exercise.
- b. The fee structure shall be as per extant provisions of Government of India and will be reviewed every two years by a duly constituted committee under the chairmanship of the Director

9. METHOD OF SELECTION

- i. The method of appointment for all the positions viz Level 13A and below as detailed at Schedules 7/3-5, which are to be filled by open advertisement, shall be in terms of extant DoPT instructions circulated vide DBT OM no BT/AI/14013/3/2011 dtd 19.07.2016 and issued thereafter.
- ii. Committees constituted for the purposes of recruitment/promotion shall be in conformity with the Schedules of these Rules as well as para3 (ix) and 3 (x) of these Rules.
- iii. CVO of the Institute and any official of the Institute whose name is figuring in the agreed list or is not clear from the vigilance angle shall NOT be member of any such committee
- iv. No person who is a recipient of grants or funding from the Ministry concerned i.e. (DST, DSIR-CSIR or DBT) or who is closely related to such a recipient shall be invited as a member of any such appointment Committee
- v. Complete transparency shall be observed in the all appointments
- vi. The posts mentioned in the Schedules shall be filled by positive act and shall be advertised/notified before being filled up after due approval from the approving authority, as provided in the RRs
- vii. There shall be no change in vacancy/any of the procedures once the recruitment (including criteria of eligibility, qualifying standards and criteria of empanelment) or promotion has been initiated by way of advertisement/notification and the conditions mentioned in the advertisement/notification shall be strictly adhered to, except with the approval of the competent authority.
- viii. The actual method of appointment by direct recruitment/promotion/deputation/absorption /contract including application fees, experience, qualifying criteria for recruitment as well as promotion for unreserved/reserved/physically challenged/ex-servicemen candidates shall be elaborated in detail by separate orders and shall be in conformity in terms of extant DoPT instructions circulated vide DBT OM No BT/AI/14013/3/2011 dated 19.07.2016 and issued thereafter. The same shall be got approved from the Approving Authority before actually recruiting/promoting any candidate/employee.
- ix. The panel recommended by the DRC/DPC prepared in order of merit for all posts in the Pay Level 14 and below shall be got approved from the Approving authority before, being implemented and shall be valid for a period of one year.
- x. Offer of appointment/promotion shall be made only for those posts which have been advertised/notified.
- xi. Appointments shall be made by the Appointing Authority.
- xii. There shall be a minimum gap of 06 months between two cycles of recruitment/promotion (from the date of advertisement/notification till approval from approving authority.)

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- xiii. All recruitment/promotion exercise once initiated shall be compulsorily finalized before a maximum period of 08 months for recruitment and 04 months for promotion unless stayed by orders of Court or otherwise by the Government. Efforts shall be made to finalize the exercise in minimum period by observing all due procedures in a transparent manner.
- xiv. In case of shortage of staff/difficulty in filling of posts/relaxation of eligibility conditions prior approval of the Approving Authority shall be obtained before any norms are relaxed/modified and that too before the same is advertised or notified.
10. **Determination of MERIT before APPOINTMENT**
- a. In case of selection to two or more posts in the same pay level on the same date, the recommendations shall invariably be made in order of merit of the selected candidates for the purpose of determining seniority in service. In case, the marks obtained are same than merit among such candidates shall be decided as under
- (i) Age - Elder one will be placed above in merit, if the candidates have same date of birth then,
- (ii) By experience and if the same is also same then the names of candidates shall be arranged in order of merit alphabetically to determine merit and seniority.
- b. The Selection Committee's recommendations, when approved by the Approving Authority shall remain valid for a period of one year from the date of such approval.
- c. Officers appointed shall be liable to serve anywhere in India or/and abroad.
- d. In cases of any disputes any suits or legal proceedings against the Institute, the jurisdiction shall be restricted to the Courts in the State of Delhi which is the headquarter of the Institute.
- e. All appointments in the Institute will be subject to the selected candidates being found medically fit by an authorized Medical Officer so nominated by the Institute.
11. **FIRST APPOINTMENT:**
- i. For all cases of Direct Recruitment for the Level 14 or below shall be in conformity in terms of extant DoPT instructions circulated vide DBT OM no BT/AI/14013/3/2011 dtd 19.07.2015 and issued thereafter.
- ii. All appointments in the Institute will be subject to the selected candidates being found medically fit by the medical authority as prescribed in the rules.
- iii. The verification of character & antecedents, from police authorities and other testimonials/certificates from educational institutes and previous employer, in respect of Direct Recruits shall be done, as per extant instructions issued in this regard by the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training and vide OM No. 18011/2(is)/2016-Estt. (B)(i) dated June 29, 2016, as amended from time to time.

[updated as on 30.04.2019]

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12. APPOINTING AND APPROVING AUTHORITY

- i. For Director: Chairman, Governing Body with the approval of the Appointments Committee of Cabinet Govt. of India
- ii. For Posts in Pay Level-14 and above: Chairman, Governing Body with the approval of the Minister in-charge of the Department of Biotechnology, Govt. of India.
- iii. For Posts in Pay Level-10 to 13-A: Director with intimation to Chairman, Governing Body.
- iv. For Posts in Pay Level-9 and below: Manager with the approval of the Director

13. PROBATION AND CONFIRMATION

- i. A candidate/staff member on appointment by direct recruitment /Contract including Short term contract (>2 years period) (except for the post of Director) shall be on probation for a period of two years from the date he/she assumes charge of the post.
- ii. Notwithstanding anything contained in rules above, the probation period of a staff member may be terminated or extended for a further period, not exceeding two years, with the approval of the Approving Authority.
- iii. If the probation is terminated, whether at the end of the normal probationary period or at the end of the extended period.
 - a. The services of the probationer, if he was directly recruited, will be terminated forthwith, and
 - b. If the probationer was an employee of the Institute and was appointed as an internal candidate, he/she will be reverted back to his earlier post/pay level.
- iv. There shall, in each case of satisfactory completion of probation, be a written order to that effect confirming successful completion of probation period. The order shall specify the date on which the probation is deemed to have been satisfactorily completed. In the absence of such an order, the probation period will not be deemed to have been confirmed meaning thereby, that confirmation of probation period is not automatic but shall be done by a positive act with due process after the Departmental Confirmation Committee formed with the approval of the Approving Authority recommends the same. In any case, such a committee shall always be framed within 30 days of completion of probation period or extended period of probation. The committee shall make its recommendations within 08 weeks of its constitution.
- v. All cases of confirmation of probation shall be approved by
 - a. Chairman, Governing Body for the confirmation in Level-14 and above,
 - b. Director of the Institute for the confirmation in Level 10 to 13A and,
 - c. Head of Administration for the confirmation in Level- 9 and below
- vi. The Approving authority shall approve the recommendations of the confirmation committee. In case, the Approving authority does not agree with the recommendations of the confirmation committee, he shall record his reasons in writing before disapproving the recommendations and terminate the services of the probationer forthwith.
- vii. The services of the probationer shall be regularized on the date of issue of order for confirmation, only after which he shall be deemed to be the regular employee of the Institute till his resignation/death/superannuation whichever is earlier

(updated as on 30.04.2019)

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- viii. Only regularly confirmed staff shall be eligible for service benefits of the Institute like leave benefits, pay and allowances, annual increments, seniority & promotion, medical benefits, other benefits, etc.
- ix. A regularly appointed staff shall be eligible for promotion in order of seniority subject to meeting eligibility conditions of minimum service in the grade as detailed in the respective Schedules, clearance from vigilance, minimum grading of very good in his annual performance report for the respective residency period and on the recommendations of duly constituted DPC.
- x. Services of contractual employees shall be governed by contract agreement terms and conditions signed by the employee with the Institute during the period of contract and not by these Rules unless such employees are duly confirmed and regularized by due process as outlined at Clause 4 of these Rules.

14. NATIONALITY

- i. Only Indian citizen shall be eligible for appointment for all Technical and administrative posts are detailed in Schedule 7/1
- ii. Indian citizens and persons with OCI status shall be eligible for appointment for all Scientific posts detailed in Schedule 7/1 subject to the condition that for all appointments to posts in Scientific Cadre of persons who are having Overseas Citizen of India (OCI) status, prior necessary clearances from Ministry of Home Affairs (MHA) and Ministry of External Affairs (MEA), or any authority specified by Government of India from time to time should be in place before appointment is offered to such individuals.

15. METHOD OF APPOINTMENT BY DEPUTATION/ABSORPTION

Subject to the candidate having educational qualifications and experience as specified in the Schedules, candidates from other Central Government/State Government, Ministries/Departments, Semi-Govt. Organisations, Universities, Research Institutions, Autonomous Bodies, Public Sector Undertakings, can be taken on deputation basis provided that -

- i. The period of deputation shall be subject to a maximum of three years, which can be extended up to a maximum period of five years only after the written consent of the incumbent and lending organisation. The total period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department shall not normally exceed 3 years unless extended upto the prescribed maximum period of 5 years with consent of the candidates and the lending organisation. The terms and conditions for tenure of deputation shall be as applicable in terms of extant Govt. of India instructions issued from time to time.
- ii. Subject to the approval of the lending Ministries/Departments/Organisations/Institutions etc. as also the willingness of the incumbent, the candidate can be absorbed in the Institute at any time during the period of deputation against a vacant post, if selected by the Selection Committee.

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary

बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
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- iii. Candidate appointed on deputation shall not have any claim for any promotion during the period of deputation. However, such candidate may be considered for promotion in case of absorption, after such absorption takes effect.
- iv. In the case of a person, who is initially taken on deputation and absorbed later, his seniority in the grade in which he/she is absorbed will normally be counted from the date of absorption. If he has however been holding already (on the date of absorption) the same or equivalent grade on regular basis in his parent department, such regular service in the grade shall also be taken into account in fixing his seniority subject to the condition that he will be given seniority from the date he has been holding the post on deputation or the date from which he has been appointed on regular basis to the same or equivalent grade in his parent department whichever is earlier.
- v. The departmental candidates in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.
- vi. Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more can be filled on deputation basis from officers of other organisations as mentioned above.
- vii. During the period of Deputation, the candidate's term shall be regulated by the Conduct Rules of the borrowing Institute.
- viii. Borrowing organization shall be responsible for making any such contribution as mandated by the lending organization if the lending organization is a Central/State Government like foreign service contribution, PF, gratuity, etc.
- ix. The lien of the candidate appointed on deputation shall be retained in the lending organization if the lending organization is Central/State Government till the period of deputation. On the expiry of the period of deputation the candidate shall have to compulsorily, repatriate or get absorbed.
- x. Posts filled by Deputation shall be exempt from the purview of Reservation Rules.
- xi. Cooling off period between two successive Deputations: at least 3 years.
- xii. Authority to Waiver Cooling of Period: Shall be Chairman, Governing Board for officers in Level-15 and above and Director of the Institute for officers in Level-14 and below

16. METHOD OF APPOINTMENT BY PROMOTION: Promotion will be given to employees as under

(i) Promotion for Scientific Cadre:

In Scientific cadre, the promotion will be made through Modified Flexible Complementing Scheme (MFCS) (in situ promotion). The promotion will be governed as per DoP&T O.M. No. AB-14017/37/2008-Estt (RR) dated 10.09.2010 as amended from time to time. A Scientist will be eligible for promotion through the process of MFCS as applicable to the 'Scientific personnel' in the Scientific Departments of the Government of India and will be subject to amendment from time to time.

(updated as on 30.04.2019)

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Sl. No.	Pay band & grade pay	Designation	Minimum Residency Period linked to Performance
1.	PB-3 (Rs.15600-39100) Grade Pay Rs. 5400/-	Scientist B/Staff Scientist-II or equivalent	3 years.
2.	PB-3 (Rs.15600-39100) Grade Pay Rs. 6600/-	Scientist C/Staff Scientist-III or equivalent	4 years.
3.	PB-3 (Rs.15600-39100) Grade Pay Rs. 7600/-	Scientist D/Staff Scientist-IV or equivalent	4 years.
4.	PB-4 (Rs.37400-67000) Grade Pay Rs. 8700	Scientist E/Staff Scientist-V or equivalent	5 years.
5.	PB-4 (Rs.37400-67000) Grade Pay Rs. 8900	Scientist F/Staff Scientist-VI or equivalent	5 years.
6.	PB-4 (Rs. 37400-67000) Grade Pay Rs. 10000/-	Scientist G/ Staff Scientist-VII or equivalent	

(ii) **Promotion for Administrative Cadre:**

In Administrative Cadre, financial upgradation will be available in the next higher grade pay whenever an employee has completed 10 years of service in the same grade, as per Modified Assured Career Progression Scheme (MACPS), as applicable to administrative personnel in the Departments of the Government of India and will be subject to amendment from time to time.

(iii) **Promotion for Technical Cadre:** The Merit and Normal Assessment Scheme (MANAS) for promotion of Technical staff members will be followed as per CSIR guidelines (MANAS) vide CSIR's letter No. 17(65/P 42)/90-PPS(pt. II) dated 18.01.1991 and as amended from time to time. The Merit and Normal Assessment Scheme (MANAS) can be downloaded from the following link:-

http://www.csir.res.in/sites/default/files/Policy-Doc_44.pdf

(updated as on 30.04.2019)

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(Signature)

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17. **LIABILITY OF OFFICERS TO SERVE IN INDIA OR ABROAD:** All the employees who are appointed against these Rules shall be liable to serve anywhere in the country or abroad as per the directions of the Director of the Institute.
18. **DISQUALIFICATION:** No person
- who has entered into or contracted a marriage with a person having a spouse living, or
 - who is having a spouse living, has entered in or contracted a marriage with any other person, shall be eligible for appointment to any of the said posts;
 - whose character and antecedent has been objected by District Magistrate & Collector or whose identity has not been established by the Police.
- shall be eligible for appointment to the service on regular basis or engagement on contract basis.
19. **REVOCATION of APPOINTMENT:** can be done at any stage during the period of probation (without notice) or during service (after the expiry of period of 14 days from the issue of show cause notice and the same is received by the employee) if the appointed person at any stage before or after appointment has:
- Withheld information, given any false information or provided false certificates/ testimonials so as to secure appointment through wrongful means or intent,
 - lied under oath,
 - has been convicted of a criminal offence under Criminal Procedure Code and awarded punishment under any of the provisions of Indian Penal Code,
 - indulged in activities which are prejudicial to the interests of the State/Institute.
20. **CONTRACT APPOINTMENTS:**
- All engagements on contract basis against a cadre post shall be governed by the contract agreement signed by the employee with the Institute in terms of Clause 13(x) of these Rules.
 - The Institute shall get model contract agreement duly approved from the Governing Body.
 - No contractual engagement shall exceed a period of 36 months (for Scientific Cadre except the post of Director) which may be extended by the Institute with the mutual consent of the employee and the Institute for not more than further period of 24 months.
 - For non-scientific cadre staff, no contract shall exceed for a period of more than 11 months.
 - The contract appointments will be made as per the bye laws of the institute.
21. **DISPLAY of RRs:**
These Rules shall be displayed on the website of the institute for a period of 7 days before being notified by the Institute.
22. **PERIODIC REVIEW OF RRs**
shall be compulsorily done once in 05 years with a view to affecting the changes as are necessary to bring them in conformity with the changed position, including additions to or reductions in the strength of the lower and higher level posts.

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.

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23. **AUTHORITY to exercise Powers under these Rules:** Only regularly appointed Appointing Authority on substantive/regular/fulltime basis shall have powers to exercise authority under these Rules. Officiating Director/In-Charge/Protem/looking after Directors would require approval of the Governing Body for any appointment of regular positions.
24. **POWERS to RELAX/AMEND/MODIFY:**
Notwithstanding anything contained in these rules any of the provisions in these Rules can be relaxed/amended/modified with the approval of the competent authority in the Central Government upon the recommendations of the Governing Body of the Institute, provided they are in conformity with the instructions of the Central Government.
25. **JURISDICTION OF THE COURTS:** In cases of any dispute, arising between the Institute and others, jurisdiction of the High Court of Union Territory of Delhi, in which the Institute is situated, shall be recognized.
26. **SAVING:** Nothing in these Rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the candidates belonging to the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, the Ex-Servicemen and the other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULES AND ANNEXURES:-

- i. SCHEDULE-7/1: Position of sanctioned Posts in NIPGR
- ii. SCHEDULE-7/2: Proposed Designation and Level in which the sanctioned posts are to be operated in the Institute
- iii. SCHEDULE-7/3: Appointment to posts in Scientific Cadre
- iv. SCHEDULE-7/4: Appointment to posts in Administrative Cadre
- v. SCHEDULE-7/5: Appointment to posts in Technical Cadre
- vi. SCHEDULE-7/6: DBT letters for creation of posts
- vii. Annexure I: Approval for creation of 21 posts
- viii. Annexure II: Approval for creation of 4 posts
- ix. Annexure III: Approval for creation of 18 posts
- x. Annexure IV: Approval for creation of 9 posts
- xi. Annexure V: Approval for creation of 6 posts
- xii. Annexure VI: Approval for creation of 2 posts
- xiii. Annexure VII: Approval for creation of 9 posts
- xiv. Annexure VIII: Approval for creation of 25 posts
- xv. Annexure IX: Approval for creation of 2 posts

(updated as on 30.04.2019)

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No.BT/AI/17022/02/2019
Government of India
Ministry of Science & Technology
Department of Biotechnology

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NATIONAL INSTITUTE OF PLANT GENOME RESEARCH, NEW DELHI

SCHEDULE -7/1

Sl. No.	Department & Cadre	Designation	Pay Level	Details of Sanctioned Posts										Total	On rolls	Vacancy as on Date 2017
				Director (17.03.2018) (17.03.2018)	Staff Scientist VII (17.03.2018) (17.03.2018)	Staff Scientist VI (17.03.2018) (17.03.2018)	Staff Scientist V (17.03.2018) (17.03.2018)	Staff Scientist IV (17.03.2018) (17.03.2018)	Staff Scientist III (17.03.2018) (17.03.2018)	Staff Scientist II (17.03.2018) (17.03.2018)	Scientist (17.03.2018) (17.03.2018)	Manager (17.03.2018) (17.03.2018)	Purchase cum store officer (17.03.2018) (17.03.2018)			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1	Head of the Institute	Director	15		1								1	1		
2	Scientific	Staff Scientist VII	14								1		1	1		
3	Scientific	Staff Scientist VI	13 + A	1						1	2		4	3	1	
4	Scientific	Staff Scientist V	13	1		1				2	2		5	3	3	
5	Scientific	Staff Scientist IV	12	1		1				2	3		7	7		
6	Scientific	Staff Scientist III	11	2		2				2	2		8	8		
7	Scientific	Staff Scientist II	10	4		2				2			8	5	3	
8	Scientific	Scientist Fellow	Fixed	1												
9	Administrative	Manager	12				1						1	1		
10	Administrative	Purchase cum store officer	11					1								
11	Administrative	Librarian/Information Scientist	11				1						1	1		
12	Administrative	Administrative Officer	10		1								1	1		
13	Administrative	Finance Officer	10		1								1	1		
14	Administrative	PS to Director	7			1							1	1		
15	Administrative	Management Assistant	7				4						4	2	2	
16	Administrative	Junior Management Assistant	6			1	3						4	4		

(updated as on 30.04.2019)

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^a This excludes one post of Scientist Fellow which has been surrendered for abolition.

The updated RR's of NIPGR are issued vide Department's letter No. RT/A/17023/01/2019 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, CR1.

No.BT/AI/17022/02/2019
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Ministry of Science & Technology
Department of Biotechnology

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NATIONAL INSTITUTE OF PLANT GENOME RESEARCH, NEW DELHI

SCHEDULE - 7/2

Proposed Designation and Level in which the sanctioned posts are to be operated in the Institute

Sl. No	Department	Designation	Status of Sanctioned Posts				Post Proposed to be Operated as		
			Pay Level	No of Posts	On Roll	Vacancy	Designation	Level	No of Posts
1	Head of the Institute	Director	15	1	1	-	No Change	No Change	No Change
2	Scientific	Staff Scientist VII	14	1	1	-	No Change	No Change	No Change
3	Scientific	Staff Scientist VI	13 - A	4	3	1	No Change	No Change	No Change
4	Scientific	Staff Scientist V	13	6	3	3	No Change	No Change	No Change
5	Scientific	Staff Scientist IV	12	7	7	-	No Change	No Change	No Change
6	Scientific	Staff Scientist III	11	8	8	-	No Change	No Change	No Change
7	Scientific	Staff Scientist II	10	8	5	3	No Change	No Change	No Change
8	Scientific	Scientist Fellow	Fixed	-	-	-			
9	Administrative	Manager	12	1	1	-	Controller of Administration	No Change	No Change
10	Administrative	Purchase cum store officer	11	1	1	-	No Change	No Change	No Change
11	Administrative	Librarian cum Information Scientist	11	1	1	-	Librarian cum Documentation Officer	No Change	No Change
12	Administrative	Administrative Officer	10	1	1	-	No Change	No Change	No Change
13	Administrative	Finance Officer	10	1	1	-	No Change	No Change	No Change
14	Administrative	PS to Director	7	1	1	-	No Change	No Change	No Change

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.

Mudra

Ram

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16	Administrative	Management Assistant	7	4	2	2	Section Officer	No Change	No Change
16	Administrative	Junior Management Assistant	8	4	4	-	Assistant Section Officer	No Change	No Change
17	Administrative	Junior Hindi Translator	6	1	1	-	No Change	No Change	No Change
18	Administrative	Assistant	5	1	1	-	No Change	No Change	No Change
19	Administrative	Junior Assistant	4	2	2	-	No Change	No Change	No Change
20	Administrative	Hindi Typist	2	1	1	-	No Change	No Change	No Change
21	Administrative	Driver	2	1	1	-	No Change	No Change	No Change
22	Administrative	Multi-Tasking Staff	1	2	2	-	No Change	No Change	No Change
23	Technical	Technical Staff Gr. I	10	6	8	-	Senior Technical Officer	No Change	No Change
24	Technical	Programmer	10	1	1	-	No Change	No Change	No Change
25	Technical	Junior Engineer (Civil)	6	1	1	-	No Change	No Change	No Change
26	Technical	Junior Engineer (Elect.)	6	1	1	-	No Change	No Change	No Change
27	Technical	Technical Staff Gr. II	6	7	6	1	Technical Officer	No Change	No Change
28	Technical	Technical Assistant Gr. II	6	2	1	1	No Change	No Change	No Change
29	Technical	Technical Staff Gr. III	5	6	5	1	Technical Assistant	No Change	No Change
30	Technical	Technician I	4	4	1	3	No Change	No Change	No Change
31	Technical	Technician II	1	1	-	1	No Change	No Change	No Change
32	Technical	Multi-Tasking Staff	1	2	5	2	No Change	No Change	No Change
		Total		85	77	18			

* This excludes one post of Scientist Fellow, which has been surrendered for abolition.

It is certified that the financial implication of revised designations and the levels in which they shall be operated is NIL.

[Signature]

Updated as on 30.04.2019

The updated RK's of NIPGR are issued vide Department's letter No. BT/AI/17022/01/2019 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DRI.

No.BT/AI/17022/02/2019
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NATIONAL INSTITUTE OF PLANT GENOME RESEARCH, NEW DELHI

SCHEDULE -7/3

Sl. No	Type	Director	Scientist VIII	Scientist VII	Scientist VI	Scientist V	Scientist IV	Scientist III	Scientist II	Total
1	Department/Cadre	Head of Institute	Scientific	Scientific	Scientific	Scientific	Scientific	Scientific	Scientific	11
2	Pay Level	15	15	14	14-A	13	12	11	10	
3	No. of Sanctioned Posts	1	1	1	4	11	7	8	8	55
4	Is the post a Selection Post(S) or Non Selection Post (NS)	NA	Selection by Merit	Selection by Merit	Selection by Merit	Selection by Merit	Selection by Merit	Selection by Merit	Selection by Merit	
5	Whether the posts are exempt from the purview of reservations in appointments for members of SC/ST/OBC community	As per DRT/DBT instruction/conditions from time to time	DBT OM No. BT/AI/14013/3/2 011 dtd 19.07.2016	DBT OM No. BT/AI/14013/3/2 011 dtd 19.07.2016	DBT OM No. BT/AI/14013/3/2 011 dtd 19.07.2016	DBT OM No. BT/AI/14013/3/2 011 dtd 19.07.2016	DBT OM No. BT/AI/14013/3/2 011 dtd 19.07.2016	DBT OM No. BT/AI/14013/3/2 011 dtd 19.07.2016	DBT OM No. BT/AI/14013/3/2 011 dtd 19.07.2016	
6	Method of Appointment	Deputation (including short term contract)	Promotion falling within by Deputation falling both by Direct Recruitment	Promotion falling within by Deputation falling both by Direct Recruitment	Promotion falling within by Direct Recruitment	Promotion falling within by Direct Recruitment	Promotion falling within by Direct Recruitment	Promotion falling within by Direct Recruitment	Promotion falling within by Direct Recruitment	
7	%age of each method of appointment	NA	NA	100	100	100	100	100	100	
8	Is post exempted from consultation with UPSC before being filled	YES	YES	YES	YES	YES	YES	YES	YES	
9	Nationality of Candidates recommended for appointment	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	
10	Is the post included in modified flexible complementing Scheme for promotions (only for posts in Scientific cadre)	No	No	Yes	Yes	Yes	Yes	Yes	NA	
11	Age of Direct Recruits if method of appointment is by Direct Recruitment for unreserved candidates	55 yrs (on/for deputation/short term contract basis)	Not exceeding 58 yrs	Not exceeding 58 yrs	Not exceeding 55 yrs	Not exceeding 50 yrs	Not exceeding 45 yrs	Not exceeding 40 yrs	Not exceeding 35 yrs	

[updated as on 30.04.2019]

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12	Educational Qualifications and experience	Scientist from Central/State Government, research institutions, autonomous bodies etc.	Essential: Ph.D. or equivalent in a related area of research with research work as evidenced by publications or patents or evidence of leadership with fifteen years of post-doctoral R & D experience. The experience of Applicant is essential in Ph.D. or equivalent.	Desirable: Familiarity and ability to interact with National and International institutions, organizations.	Ph.D. or equivalent degree in Engineering, post-graduate or equivalent, with research work as evidenced by publications in reputed journals & patents not with 12 years of post-graduate experience in related field.	Essential: Ph.D. or equivalent in M.Sc. or equivalent with at least seven years research experience or Ph.D. with at least eight years research experience in the relevant subject.	Desirable: Research experience in the relevant field. The research experience should be evident from publications in above field in reputed journals.	Essential: Ph.D. or equivalent with at least 5 years research experience or Ph.D. with at least 4 years research experience in the relevant subject with at least 4 years research experience.	Desirable: Research experience in the relevant subject.	Essential: Ph.D. or equivalent with at least 5 years research experience in the relevant field or Ph.D. with 1 year post-doctoral research experience in the relevant field.	Desirable: Ph.D. in related subject with capability of conducting independent research work.
		(i) Having analogous post as regular basis in the parent Department (ii) With 5 years service in post with Pay Level 14 or equivalent as the parent cadre. Department and possess the qualifications & experience as below: Essential: (i) Ph.D. or equivalent in Plant Molecular biology or related field. (ii) Minimum 15 years of research experience in the area of Plant Molecular Biology. (iii) Excellent track record, have a publication, patents and awards. Desirable: (i) Experience in successfully running large programme, centre, institution. (ii) Experience of guiding research activities in the area of Plant Molecular Biology. The period of Deposition includes period of deputation or other avocational posts held concurrently, preceding the appointment in the									


The updated B/Ls of NIPGR are issued vide Department's letter No. BT/AI/17022/02/2019 dated 20.05.2019 signed by Shri Bharat Bhattacharya, Under Secretary, Jt.

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	name of the officer / designation / Department should be clearly stated in the appointment order. The maximum age limit for appointment in the department should not exceed 55 years as on the closing date of receipt of applications.								
13	Experience for Deputation	NA	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016						
14	Composition of Recruitment Committee	SCC	SCC	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
15	Composition of confirmation committee	NA	NA	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director
16	Promotion by Selection (S) or Non Selection (NS)	NA	NA	S	S	S	S	S	NA
17	Composition of Promotion Committee	NA	NA	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
18	Minimum years of regular service required in existing grade for promotion to next higher grade			5	5	4	4	3	

(updated as on 30.04.2019)
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बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH, NEW DELHI

SCHEDULE -7/4

Sl. No.	Type	Manager re-designated as Controller of Administration	Librarian cum Information Scientist re-designated as Librarian cum Documentation Officer	Purchase Cum Stores Officer	Administrative Officer	Finance Officer	PS to Director	Management Assistant re-designated as Section Officer	Junior Management Assistant
1	Department/Cadre	Administrative	Administrative	Administrative	Administrative	Administrative	Administrative	Administrative	Administrative
2	Pay Level	12	11	11	10	10	7	7	6
3	No. of Sanctioned Posts	1	1	1	1	1	1	1	1
4	Is the post a Selection Post(S) or Non Selection Post (NS)	S	S	S	S	S	S	S	NS
5	Whether the posts are exempt from the purview of reservations in appointments for members of SC/ST/OBC's community	NO	NO	NO	NO	NO	NO	NO	NO
6	Method of Appointment	Promotions falling which Deposition falling both Direct Recruitment	Promotions falling which Direct Recruitment	Promotions falling which Direct Recruitment	Direct Recruitment	Direct Recruitment	Deposition falling which Direct Recruitment	Promotions falling which Direct Recruitment	Promotions falling which Direct Recruitment
7	Stage of each method of appointment	100	100	100	100	100	100	100	100
8	Is post exempted from consultation with UPSC before being filled	YES	YES	YES	YES	YES	YES	YES	YES
9	Nationality of Candidate recommended for appointment	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN
10	Is the post included in Modified Assured Career Progression Scheme (MACPS) for promotions	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
11	Age of Direct Recruits if method of appointment is by Direct Recruitment for unfilled candidates	Not exceeding 50	Not exceeding 40	Not exceeding 40	Not exceeding 35	Not exceeding 35	Not exceeding 30	Not exceeding 30	Not exceeding 30

(updated as on 30.04.2019)
The updated RK's of NIPGR are issued vide Department's letter No. BT/AI/17022/01/2018 dated 30.04.2019 signed by Shri Bharat Mishra, Under Secretary, DRI

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Department of Biotechnology

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17	Educational Qualifications and experience	By Promotion: The post will be filled up by promotion from the candidates holding post of Assistant Officer, Stores and Purchase Officer having five years of regular service in the lower grade of Pay Level 11. Direct Recruitment: Graduate. Academic record with Post Graduate Degree in Arts/Commerce/Science/Engineering OR MCA OR Graduate with P.G. Diploma in Personnel Management from a Institute/ University of repute with atleast 5 years experience as Administrative Finance/ Purchase Officer in the Pay Level 11 or equivalent subject to the total relevant experience of 9 years in a responsible capacity. Persons having experience of working with IITs/ IISc/ IIT Bombay/ Teaching Institutions will be given preference. Desirable knowledge of	MCA/M.Com/PGD, plus 6-10 years relevant experience.	By Promotion: The post will be filled up by promotion from the candidates holding post of AG/AC/MA/TA having 5 years of regular service in the Pay Level 10 OR 6/7 years of regular service in the Pay Level 8/7 respectively. Direct Recruitment: Graduate preferably with PG degree/ Diploma in Materials Management from an Institute/ University of repute, with atleast 5 years experience as Stores Officer in the Pay Level 10 OR 6/7 years experience in the Pay Level 8/7 or equivalent respectively in the relevant area. Desirable knowledge of Computer Applications/ Management Information Systems.	By Promotion: The post will be filled up by promotion from the candidates holding post of M2/PA having 3/2 years of regular service in the Pay Level 7/5 respectively. Direct Recruitment: Graduate preferably with SAS/CA/ICWA/ M.Com/MBA (Finance) with atleast 3/2 years experience in the Pay Level 7/5 or equivalent respectively, in the areas of Budget and accounts in a Govt. Office or a Public body or an organization of repute. Persons having experience of work in an R&D Organization/ Teaching Institute will be given preference. Desirable: Knowledge of Computer Applications/ Management Information Systems.	By Promotion: The post will be filled up by promotion from the candidates holding post of M2/PA having 3/2 years of regular service in the Pay Level 7/5 respectively. Direct Recruitment: Graduate with proficiency in short hand (120 wpm) and typing (50 wpm) with 5 years experience in the Pay Level 6 or equivalent. Candidate should have knowledge of Computers. Application/ Management Information Systems, conversant with secretarial practice or passed stenographer's examination conducted by Staff Selection Commission. The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoP. The syllabus and modalities of exam to be decided by the Director, NIPGR. Desirable: Knowledge of Computer Applications/ Management Information Systems.	By Promotion: The post will be filled up by promotion from the candidates holding post of DVA having 5 years of regular service in the Pay Level 6. Direct Recruitment: Graduate with minimum 5 years experience in the Pay Level 6, having the knowledge of addresses also, stores & purchase, finance & accounts matters, establishment, house-keeping jobs, etc. Administration: Person having diploma in Personnel Management will be preferred. OR Accounts: Graduate with SAS/ICWA/MBA (Finance)/M.Com will be preferred. OR Stores: Person having training in Sales/ Marketing will be preferred. The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoP. The syllabus and modalities of exam to be decided by	By Promotion: The post will be filled up by promotion from the candidates holding post of Assistant having 6/10 years of regular service in the Pay Level 5/4 respectively. Direct Recruitment: Graduate with minimum of 6/10 years experience in the Pay Level 5/4 or equivalent respectively. Admin: Persons having training in management subject will be preferred. OR Accounts: Graduate will be preferred. OR Stores: Persons having Training/exposure in stores work will be preferred. The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoP. The syllabus and modalities of exam to be decided by
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(updated as on 30.04.2019)

The updated R.R. of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.



सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

	Computer Applications/Management Information Systems	Applications/Management Information Systems					the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modulation of exam to be decided by the Director, NIPGR	The Director, NIPGR
13	Experience for Deputation Officers of the Central Government, State Governments, Central / State Government Universities / Autonomous institutions, Public Sector Undertakings, subject to fulfillment of the following conditions: Possessing the educational qualifications and service experience on regular basis, as prescribed for direct recruits, in the parent cadre							
14	Composition of Recruitment Committee	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
15	Composition of Confirmation committee	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director
16	Promotion by Selection (S) or Non Selection (NS)	S	NA	S	S	S	NA	S
17	Composition of Promotion Committee	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
18	Minimum years of regular service required in existing grade for promotion to next higher grade	NA	NA	5	5	5	5	5

The provisions of MACPS of DoPT (S.M.No. 35034/1/2020) dt. 10.01.2020 dated 15.06.2020 and further modified from time to time shall be applicable to all Administrative Cadre posts where selection is made on regular basis as established para 16 of NIPGR Recruitment Rules 2019 (Annexure-7).

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.


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Ministry of Science & Technology
Department of Biotechnology

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Sl. No.	Type	Junior Hindi Translator	Assistant	Junior Assistant	Hindi Typist	Driver	Multi Tasking Staff (MTS)	Total
		9	10	11	12	13	14	
1	Department/Cadre	Administrative	Administrative	Administrative	Administrative	Administrative	Administrative	
2	Pay level	6	5	4	3	2	1	
3	No. of Sanctioned Posts	1	1	2	1	1	2	72
4	Is the post a Selection Post(S) or Non Selection Post (NS)	NS	NS	NS	NS	NS	NS	
5	Whether the posts are exempt from the purview of reservations in appointments for members of SC/ST/OBC's community	NO	NO	NO	NO	NO	NO	
6	Method of Appointment	Direct Recruitment	Promotion falling which Direct Recruitment	Direct Recruitment	Direct Recruitment	On Contract Basis	Direct Recruitment	
7	Age of each method of appointment	100	100	100	100	100	100	
8	Is post exempted from consultation with UPSC before being filled	YES	YES	YES	YES	YES	YES	
9	Nationality of Candidates recommended for appointment	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	
10	Is the post included in Modified Assured Career Progression Scheme (MACPS) for promotions	Yes	Yes	Yes	Yes	Yes	Yes	
11	Age of Direct Recruits if method of appointment is by Direct Recruitment for unreserved candidates	Not exceeding 20 yrs	Not exceeding 25 yrs	Not exceeding 25 yrs	Not exceeding 25 yrs	Not exceeding 25 yrs	Not exceeding 25 yrs	

[updated as on 30.04.2019]


The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.


सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
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विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

12	Educational Qualifications and experience	<p>Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level.</p> <p>OR</p> <p>Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level.</p> <p>OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level.</p> <p>OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of examination at the degree level.</p> <p>OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level.</p> <p>AND</p> <p>Recognized Diploma or Certificate course in translation from Hindi to English & vice versa or two years' experience of translation work from Hindi to English and vice versa in Central or State Government offices, including Government of India undertakings.</p> <p>Desirable</p> <p>Knowledge of operating Hindi application software packages on computer.</p> <p>The selection would be made on the basis of</p>	<p>By Promotion: The post will be filled up by promotion from the candidates holding post of Jr Assistant having 5 years of regular service in the Pay Level 3.</p> <p>Direct Recruitment: Graduate with minimum 5 years experience in administration/ establishment matters, accounts, store and inventory keeping in the Pay Level 4 or equivalent.</p> <p>Adm. Person: having training in management skills, will be preferred.</p> <p>Accounts: Commerce graduates will be preferred.</p> <p>Stores: Persons having Treasury exposure in stores work will be preferred.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines.</p>	<p>Graduate with one year experience in Commerce. Graduates will be preferred for Accounts Posts. Knowledge of Computers/word processor operation is desirable.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>	<p>The candidate should possess minimum qualification of 12th Class or equivalent from the recognized Board or University with Hindi as a subject or medium of examination and typing speed of 35 wpm in English or 30 wpm in Hindi on computer (15/ 30 wpm) as per DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>	<p>Will Pass. Must possess valid driving license for light and Heavy Vehicles. Knowledge of Motor Mechanism (should be able to Remove minor defects in vehicle). Experience of driving a motor car for at least three years.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>	<p>Matriculation or equivalent from the recognized Board or University.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>
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(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17022/02/2019 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DRI.


सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

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	with respect to the examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR	prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR					
13	Experience for Deputation	Officers of the Central Government, State Governments, Central/State Universities/ Institutes/ Autonomous Institutions, Public Sector Undertakings, subject to fulfilment of the following conditions: For post up to the educational qualification and service experience on revised scales, as prescribed for direct recruits, in the parent cadre					
14	Composition of Recruitment Committee	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
15	Composition of Confirmation Committee	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director
16	Promotion by Selection (S) or Non Selection (NS)	NA	NS	NA	NA	NA	NA
17	Composition of Promotion Committee	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DoPT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
18	Minimum years of regular service required in existing grade for promotion to next higher grade	NA	6	5	NA	NA	NA
19	Relaxation Clause	In case of candidates found otherwise suitable for the posts in the Pay Level's and below, the prescribed eligibility criteria may be relaxed with the approval of Chairman Governing Body.					

The provisions of MACPS of DoPT (O.M. No. 35034/3/2008-Estt. (I) dated 19.05.2009 and further modified from time to time) shall be applicable on all Administrative cadre posts where no further promotional avenues are available (see para 16 (b) of NIPGR Recruitment Rules 2016 [Annexure 2]).
* The flowers will be recruited on contract basis after the termination of existing incumbents.

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17022/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.


सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी, मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH, NEW DELHI

SCHEDULE - 7/5

Sl. No.	Type	Technical Staff Gr. I re-designated as Senior Technical Officer	Programmer	Junior Engineer (Civil/Elect.)	Technical Staff Gr. II re-designated as Technical Officer	Technical Assistant Gr. II	Technical Staff Gr. III re-designated as Technical Assistant
1	Department/Cadre	1 Technical	2 Technical	3 Technical	4 Technical	5 Technical	6 Technical
2	Pay Level	10	10	6	6	6	5
3	No. of Sanctioned Posts	8	1	2	2	2	6
4	Is the post a Selection Post(S) or Non Selection Post (NS)	X	S	NS	NS	NS	NS
5	Whether the posts are exempt from the purview of reservations in appointments for members of SC/ST/DBC's community	NO	NO	NO	NO	NO	NO
6	Method of Appointment	Promotion failing which Direct Recruitment	Direct Recruitment	Direct Recruitment	Promotion failing which Direct Recruitment	Promotion failing which Direct Recruitment	Promotion failing which Direct Recruitment
7	%age of each method of appointment	100	100	100	100	100	100
8	Is post exempted from consultation with UPSC before being filled	YES	YES	YES	YES	YES	YES
9	Nationality of Candidates recommended for appointment	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN	INDIAN
10	Is the post included for benefit of assessment under MAFAS of CSIR	No	Yes	No	Yes	No	No
11	Age of Direct Recruits if method of appointment is by Direct Recruitment for unreserved candidates	Not exceeding 35 yrs	Not exceeding 35 yrs	Not exceeding 35 yrs	Not exceeding 35 yrs	Not exceeding 35 yrs	Not exceeding 35 yrs

[updated as on 30.04.2019]

The updated RRs of NIPGR are issued vide Department's letter No. BT/AI/17022/01/2019 dated 04.10.2019 signed by Shri Bharat Khushan, Under Secretary, DPT

[Signature]

[Signature]

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

12	Educational Qualifications and experience	<p>By Promotion: The post will be filled up by promotion from the candidates holding post of TS Gr. B/TA Gr. B having 4/3/2 years of regular service in the Pay Level 6/7/8 respectively and fulfilling educational qualifications prescribed for direct recruitment.</p> <p>Direct Recruitment: B.Sc. in Technology plus M.Tech or equivalent OR M.Sc. from an Institute/University of repute, with atleast 8/3/2 years of relevant experience in the Pay Level 6/7/8 or equivalent respectively in the R & D laboratories.</p>	<p>Master's degree in CS/EC/EI or MCA, from an Institute/University of repute, with atleast 8/3/2 years of relevant experience in the Pay Level 6/7/8 or equivalent respectively. Persons having experience of work in an R&D Organizations/Teaching Institute will be given preference.</p>	<p>Intermediate with 3 years Diploma in Engineering Technology with 3 years experience OR AATP / Degree in Engineering.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>	<p>By Promotion: The post will be filled up by promotion from the candidates holding post of TS Gr. B/TA Gr. B having 6/10 years of regular service in the Pay Level 5/4 respectively and fulfilling educational qualifications prescribed for direct recruitment.</p> <p>Direct Recruitment: M.Sc. or equivalent qualification with 1 year of relevant experience, or B.Sc. with 5 years of relevant experience OR Intermediate plus three years Diploma in Engineering with 3 years experience OR AMIE or Degree in Engineering with 1 year experience OR Bachelor of Information Technology or equivalent with one year experience OR Graduate in any discipline and appropriate qualification in Information Technology with five years experience.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>	<p>By Promotion: The post will be filled up by promotion from the candidates holding post of TS Gr. B/TA Gr. B having 6/10 years of regular service in the Pay Level 5/4 respectively and fulfilling educational qualifications prescribed for direct recruitment.</p> <p>Direct Recruitment: M.Sc. or equivalent qualification with 1 year of relevant experience OR B.Sc. with 5 years of relevant experience OR Graduation in any discipline from a recognized University with Diploma A certificate in Computer Applications with three years experience, OR 12th pass with Science plus 2 years full time Diploma in M.T with seven years experience in R & D lab.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>	<p>By Promotion: The post will be filled up by promotion from the candidates holding post of TS Gr. B/TA Gr. B having 5 years of regular service in the Pay Level 4 and fulfilling educational qualifications prescribed for direct recruitment.</p> <p>Direct Recruitment: Matriculation with Science plus 2 years full time diploma in M.T with 3 years experience after M.T. OR B.Sc. with 1 year experience OR Three years Diploma in Engineering Technology or Matric with IT certificate in respect of trade with five years experience in the scale Rs. 5200-20,700 with GP 740X.</p> <p>The selection would be made on the basis of written/practical examination, as per guidelines prescribed by DoPT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>
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(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2019 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary, DBT.

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
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विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

13	Experience for Deputation	Officers of the Central Government, State Government, Central / State Government Universities / Autonomous Institutions, Public Sector Undertakings, subject to fulfilment of the following conditions: Possessing the educational qualifications and service experience as required herein, as prescribed for deputation in the parent cadre.				
14	Composition of Recruitment Committee	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
15	Composition of Confirmation Committee	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director	As approved by the Director
16	Promotion by Selection (S) or Non Selection (NS)	S	NA	NA	NA	NS
17	Composition of Promotion Committee	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016	As per para 3 of DBT OM No BT/ AI/ 14013/3/2011 dtd 19.07.2016
18	Minimum years of regular service required in existing grade for promotion to next higher grade	As per the Merit and Normal Assessment Scheme (MANAS)* (see para 16 (ii) of NIPGR Recruitment Rules 2018 (Annexure - II)				
19	Relaxation Clause	In case of candidates found otherwise suitable for the posts of pay level-5 or below, the prescribed eligibility criteria may be relaxed with the approval of the Chairman, Governing Council/Body.				

(updated as on 30.04.2019)

The updated RR's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Anwar Hashim, Under Secretary, DBT.

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सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी, मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

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Government of India
Ministry of Science & Technology
Department of Biotechnology

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Sl. No.	Type	Technician - I	Technician - II	Multi Tasking Staff (MTS)	Total
1	Department/Cadre	7 Technical	8 Technical	9 Technical	10
2	Pay Level	4	5	1	
3	No. of sanctioned Posts	4	3	2	9
4	Is the post a Selection Post(S) or Non Selection Post (NS)	NS	NS	NS	
5	Whether the posts are exempt from the purview of reservations in appointments for members of SC/ST/OBC's community	NO	NO	NO	
6	Method of Appointment	Promotion failing which Direct Recruitment	Direct Recruitment	Direct Recruitment	
7	%age of each method of appointment	100	100	100	
8	Is post exempted from consultation with UPSC before being filled	YES	YES	YES	
9	Nationality of Candidates recommended for appointment	INDIAN	INDIAN	INDIAN	
10	Is the post included for benefit of assessment under MANAS of CSIR	Yes	Yes	Yes	
11	Age of Direct Recruits if method of appointment is by Direct Recruitment for unreserved candidates	Not exceeding 25 yrs	Not exceeding 25 yrs	Not exceeding 25 yrs	
12	Educational Qualifications and experience	<p>By Promotion: The post will be filled up by promotion from the candidates holding post of Technician II having 5 years of regular service in the Pay Level 3 and fulfilling educational qualifications prescribed for direct recruitment.</p> <p>Direct Recruitment: Matriculation with science plus 2 years Full Time Experiments in Medical Laboratory Technology and 2 years relevant experience after M.L.T.</p>	<p>Matriculate with Science with 3 years experience in R.D.P. Laboratories. Or Diploma in Medical Laboratory Technician Course. Or Matriculate with ITI Certificate in respective trade and 3 years experience in respective trade in a reputed lab/establishment including apprenticeship in a recognized workshop. The selection would be made on the basis of written grade or examination, by paper.</p>	<p>Matriculation or equivalent from the recognized Board or University. The selection would be made on the basis of written/oral examination, as per guidelines prescribed by DoBT. The syllabus and modalities of exam to be decided by the Director, NIPGR.</p>	

(updated as on 30.04.2019)

The updated RN's of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 30.04.2019 signed by Shri Bharat Bhushan, Under Secretary DBT.

(Signature)

(Stamp)


सुबोध कुमार राम / Subodh Kumar Ram
 अवर सचिव / Under Secretary
 बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
 विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
 भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

		Or Three years Diploma in Engineering Technology Or Matriculation with IT Certificate in respective trade with 3 years of relevant experience The selection would be made on the basis of written/practical examination as per guidelines prescribed by DoPT. The syllabus and modality of exam to be decided by the Director, NIPGR	Guidelines prescribed by DoPT. The syllabus and modality of exam to be decided by the Director, NIPGR	
13	Experience for Deputation	Officers of the Central Government, State Governments, Central / State Government Universities / Autonomous Institutions, Public Sector Undertakings, subject to fulfillment of the following conditions: Possessing the educational qualifications and service experience on regular basis, as prescribed for direct recruits, in the parent cadre.		
14	Composition of Recruitment Committee	As per para 3 of DoT OM No BT/ AI/ 14013/3/2011 and 19.07.2016	As per para 3 of DoT OM No BT/ AI/ 14013/3/2011 and 19.07.2016	As per para 3 of DoT OM No BT/ AI/ 14013/3/2011 and 19.07.2016
15	Composition of Confirmation committee	As approved by the Director	As approved by the Director	As approved by the Director
16	Promotion By Selection (S) or Non Selection (NS)	NS	NS	NS
17	Composition of Promotion Committee	As per para 3 of DoT OM No BT/ AI/ 14013/3/2011 and 19.07.2016	As per para 3 of DoT OM No BT/ AI/ 14013/3/2011 and 19.07.2016	As per para 3 of DoT OM No BT/ AI/ 14013/3/2011 and 19.07.2016
18	Minimum years of regular service required in existing grade for promotion to next higher grade.	As per the Merit and Normal Assessment Scheme (MANAS) (see para 16 (a) of NIPGR Recruitment Rules- 2015 (Annexure 7))		
19	Relaxation Clause	In case of candidates found otherwise suitable for the posts in the list, level & post below, the prescribed eligibility criteria may be relaxed with the approval of Chairman, Governing Council/Body.		

(updated as on 30.04.2019)

The updated RRs of NIPGR are issued vide Department's letter No. BT/AI/17021/01/2018 dated 20.04.2019 signed by Shri. Shant Bhasin, Under Secretary, DSI

Sam

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

152/
Schedule-7/152/ ANNEXURE-I

GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY

Ref No. BTAD/03/PMB/97

Dated: 1.10.2019

CORRIGENDUM

SUBJECT: Creation of Scientific & Technical Posts for the National Centre for Bio-
Chemical Research, New Delhi

In reference to this Office Memorandum of even no. dated 25.08.2019 and in
supersession of the earlier corrigendum dated 21.10.1997 on the above subject, the
undersigned is directed to communicate the approval of the department for creation of a
total of scientific and technical posts for the above National Centre for Bio-
Chemical Research.

Sl. No.	Post	Scale	No. of posts
1.	Staff Scientist-VI	16,400-20,000	1
2.	Staff Scientist-V	14,300-18,100	1
3.	Staff Scientist-IV	12,300-16,500	1
4.	Staff Scientist-III	10,000-12,200	2
5.	Staff Scientist-II	8,000-10,200	2
6.	Scientist Fellow	15,000 (fixed)	1
7.	Technical Staff Gr.I	8,000-13,500	2
8.	Technical Staff Gr.II	5,500- 9,000	1
9.	Technical Staff Gr.III	4,500- 7,000	2
TOTAL			15

It is further stated that so far only 11, instead of 21, scientific and technical posts
have been created for the Centre. The Centre may take necessary action to fill up the posts.

The matter will be a subject of the competent authority.

For the Director,
Chairman, Programme Implementation & Management Committee
National Centre for Bio-Chemical Research, New Delhi

AX 21-10-2019

152/
Schedule-7/152/ ANNEXURE-I
152/
Schedule-7/152/ ANNEXURE-I
152/
Schedule-7/152/ ANNEXURE-I

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COMMUNICATIONS

Fax

(S) ANNEXURE-II

4037 14400/1075

URGENT ACTION

विज्ञान और प्रौद्योगिकी विभाग
बायोटेक्नोलॉजी विभाग
केंद्र, 701/20, आर.जी.ओ. कॉम्पस,
नई दिल्ली, 110 067
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY
Block-2, 701/20 C.G.O. Campus
New Delhi, India-110 067

ANAND KUMAR
DIRECTOR
Department of Biotechnology
TELENO. 4360295
e-mail: anand@dbt.nic.in

O.O. No. BT/AB/03/FMB/97

Dated 28.07.01

Dear Prof. Upadhyaya,

The Department of Expenditure has approved creation

- 1. one post of Director in the pay scale of Rs 18400-21500
- 2. one post of Administrative Officer in the pay scale of Rs 11000-13000
- 3. one post of Finance Officer in the pay scale of Rs 12000-14000
- 4. one post of Assistant in the pay scale of Rs 4500-7000

You are requested to take immediate steps for filling up these posts at the earliest.

With regards

Prof. K.C. Upadhyaya,
Officer on Special Duty,
NIPGR, RCU Campus, ICGEB Hostel Road, New Delhi,
P.B. No 10571, New Delhi 110 067

Yours faithfully,
[Signature]

For Telegram: BIOTECH, New Delhi / Telephone: 43603012, 43603099 / Fax: 43603084



भारत सरकार
विज्ञान और प्रौद्योगिकी मंत्रालय
बायोटेक्नोलॉजी विभाग
लॉरी रोड, नई दिल्ली-110003
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY
Block-2, (7th Floor) C. G. O Complex
Lodi Road, New Delhi-110003

Dated 31st December 2001

Please refer to my earlier D.O. letter of even number dated 22.07.91 regarding creation of posts of Administrative Officer and Finance Officer in the pay scale of Rs 12000-16500/- in NCPGR.

The Department of Expenditure, Ministry of Finance, as per their U.O. No. 1291 US (C)/2001, dated 21.12.01 has informed that the posts of Administrative Officer and Finance Officer in the NCPGR has been created only in the pay scale of Rs 8000-13500/- and not in the pay scale of Rs 12000-16500/-.

You may kindly take immediate steps to revise the advertisement already issued for filling up these posts and ensure that the posts of Administrative Officer and Finance Officer are filled up only in the pay scale of Rs 8000-13500/-.

The receipt of this letter may kindly be acknowledged.

With regards .

Yours sincerely,

(Arvind Kumar)

Prof. K.C. Upadhyaya,
OSD, NCPGR,
JNU Campus,
ICGEB Hostel, Room No. 11& 12,
P.B. No. 10531,
New Delhi 110 067.

NR/Telegram: BIOTEC/STNN/Telephone: 438312, 438343 FAX: 3105411

...and the ...

भारत सरकार
विज्ञान और प्रौद्योगिकी मंत्रालय
बायोटेक्नोलॉजी विभाग

GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



ब्लॉक-2, 7th फ्लोर, सीई जीएन डीएच
लोदी रोड, नई दिल्ली - 110003
Block-2, 7th Floor, CEN DCH
Lodi Road, New Delhi-110003

No: 3546/GBT/98

Dated: 08.01.2008

To

Prof Asis Dutta,
Director,
National Institute for Plant Genome Research
(Near ICGER), JNU Campus
Aruna Asaf Ali Marg,
New Delhi 110 067

Sub: Upgradation of the scale of pay of Director, NIPGR from Rs 18400-500-72400 to
Rs 22400-525-24500

Sir,

I am directed to inform that the post of Director, National Institute for Plant
Genome Research (NIPGR), has been upgraded from the scale of Rs 18400-500-72400 to
Rs 22400-525-24500 with the approval of competent authority. Necessary administrative
orders may kindly be issued by your Institute.

Yours faithfully,

Virendra Kapoor
(Virendra Kapoor)

Deputy Secretary to the Govt of India

Copy forwarded to:-

- 1) Ministry of Finance (Deptt of Expenditure), E-III (B) Branch, North Block,
New Delhi - with reference to U.O. No. 6(42)/E III B-98 dated 31.12.07
- 2) Deptt of Personnel & Training, North Block, New Delhi
- 3) All Directors of Autonomous Bodies under DBT
- 4) All Advisers in DBT
- 5) IFD
- 6) PPS to SBT
- 7) PS to JS(A)
- 8) PS to JS & FA



Website: <http://www.dbtindia.nic.in> / <http://www.bisnet.gov.in>
दूरभाष / Telephone: 24365012, 24362329 फैक्स / Fax: 011-24362884

Ram

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

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(55) ANNEXURE-III

भारत सरकार
राष्ट्रीय प्रौद्योगिकी विभाग
जल संसाधनों की विभाग
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY

सर्व शिक्षा अभियान

Block-2, 7th Floor C.G.O. Complex
Lodi Road, New Delhi-110003

61-15687-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000-1001-1002-1003-1004-1005-1006-1007-1008-1009-1010-1011-1012-1013-1014-1015-1016-1017-1018-1019-1020-1021-1022-1023-1024-1025-1026-1027-1028-1029-1030-1031-1032-1033-1034-1035-1036-1037-1038-1039-1040-1041-1042-1043-1044-1045-1046-1047-1048-1049-1050-1051-1052-1053-1054-1055-1056-1057-1058-1059-1060-1061-1062-1063-1064-1065-1066-1067-1068-1069-1070-1071-1072-1073-1074-1075-1076-1077-1078-1079-1080-1081-1082-1083-1084-1085-1086-1087-1088-1089-1090-1091-1092-1093-1094-1095-1096-1097-1098-10

Page 12 of 23

Director, National Centre for Plant Genome Research,
Room No. D1 & D1, Arunachal International Guest House,
ICAR Campus, P. O. No. 10531, New Delhi - 110 067.
E-mail: ncpg@icar.org

I am directed to refer to your letter no. NCPGR/135, V-2 11436 dated 14.1.2004 on the above subject and to convey the approval of the concerned authority for creation of the following post:

S. No.	Posts/Scale of Pay	No. of Posts created
A	ADMINISTRATIVE/SUPPORTING STAFF	
1	10 to Director (Rs. 6,200-10,500/-)	
2	11. Management Asstt (Rs. 5,500-9,000/-)	
B	SCIENTIFIC/TECHNICAL POSTS	
3	Staff Scientists Gr. I (Rs. 14,500-18,500/-)	
4	Staff Scientists Gr. II (Rs. 12,000-16,500/-)	
5	Staff Scientists Gr. III (Rs. 10,000-15,200/-)	
6	Staff Scientist Gr. II (Rs. 8,600-13,500/-)	
7	Technical Staff Gr. II (Rs. 5,500-9,000/-)	
8	Technical Staff Gr. III (Rs. 4,500-7,000/-)	
9	Technician II (Rs. 3,200-4,900/-)	
10	Lab Attendant I (Rs. 2,450-3,000/-)	
11	Lab Attendant II (Rs. 2,150-3,200/-)	
	Total	

[illegible]

This agrees with the approval of the Dept. of Expenditures under No. 206-8-C-2000-1-2000-2.

E-mail: shirley@shirley.com

Under Secretary to the Government of India.




157)

36 ANNEXURE-IV

GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



प्लान-27 में एक सीट की घोषणा
श्री श्री, नई दिल्ली-110003
Block-3, 7th Floor C & D Complex
Lodi Road, New Delhi-110003

Date: 11.10.2019

No. BT/AI/17022/02/2019
BT/AI/17022/02/2019

Dr. Anil Datta,
Director, National Centre for Plant Genome Research,
Room No. D1 & D2 Aravali International Guest House,
New Campus P.B. No. 10531, New Delhi-110057
Phone: 26161233
Subject: Creation of Temporary Plan Posts

I am directed to refer to this Deptt's letter no. BT/AI/17022/02/2019 dated 11.10.2019 on the above subject and to say that the posts created therein are temporary.

I am also directed to convey the approval of the competent authority for creation of the following additional posts for temporary employment:

S.No	Post/Grade of Pay	No. of Posts
1	Manager (Rs. 12,000-16,700/-)	1
2	Librarian/Information Scientist (Rs. 10,000-15,200/-)	1
3	Management Asstt. (Rs. 6,500-10,500/-)	1
4	Junior Management Assistant (Rs. 4,500-7,000/-)	1
	TOTAL	4

This is done with the approval of Ministry of Finance vide letter no. 421/2 dated 16.10.2019.

NCPGR is requested to seek the approval for continuation of the temporary posts on year to year basis from this Department.

(Bakshi Ram)
Under Secretary to the Government of India
Tel. (011) 24361761

TELEX: "BIOTECH" DEHRA / Telephone: 24363512, 24360629

[Signature]

[Signature]

[Signature]
सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

No.BT/AI/17022/02/2019
Government of India
Ministry of Science & Technology
Department of Biotechnology

NIPGR Bye-Laws 2019

158)

(57) ANNEXURE-V

भारत सरकार
विज्ञान और प्रौद्योगिकी मंत्रालय
बायोटेक्नोलॉजी विभाग
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



ब्लॉक-2, 7 वां तल, लोदी रोड, नई दिल्ली-110003
Block-2, 7th Floor C.G.O. Complex
Lodi Road, New Delhi-110003

No. BT/AI/03-PMB/97/Vol.III

Dated: 11.10.2019

Prof. Anis Datta,
Director, National Centre for Plant Genome Research,
Room No. D1 & D2, Aravali International Guest House,
JNU Campus, P.B. No. 10531, New Delhi - 110 067

Subject: Creation of Temporary Post Positions in NCPGR

Sir,

I am directed to refer to your letter no. NCPGR/155/04/4055 dated 13.2.04 on the above subject and to convey the approval of competent authority for creation of the following posts:

No.	Posts/Scale of Pay	No. of Posts
1	Purchase cum Store Officer (Rs. 10,000-15,200/-)	1
2	Jr. Engineer * (one civil & one electrical) (Rs. 5,000-8,000/-)	2
3	Junior Asstt. (Rs. 4,000-6,000/-)	2
4	Driver ** (Rs. 3,050-4,500/-)	1
	TOTAL	6

* subject to the posts being filled on contract/by outsourcing
** For Director's Vehicle

This issues with the approval of the Deptt. of Expenditure vide D.O. No. 750 E dated 31.5.2014 dated 31.5.2014.

Yours faithfully,

(Ajay Kumar)
Director

भारत सरकार / Telegram: 'BIOTECH' दूरभाष / Telephone: 24363012, 24360899 फैक्स / Fax: 011-24361884

[Signature]

[Signature]

[Signature]

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

सूचना
बायोटेक्नोलॉजी मंत्रालय
बायोटेक्नोलॉजी विभाग
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



पता-2, 7th Floor, Block-2, Sector-16
Lodi Road, New Delhi-110001

No. BT/AB/03/PMB/97/Vol.III

Dated: 07.07.2005

To

Prof. Asis Datta,
Director,
National Centre for Plant Genome Research
(Near ICGEB), JNU Campus,
Aruna Asaf Ali Marg
New Delhi 110 067

Sub: Creation of two posts of Office Attendants in NCPGR, New Delhi.

Sir,

I am directed to refer to the correspondence resting with your letter no. NCPGR/1/58/04/8057 dated July 6, 2004, on the above subject and to request the approval of the competent authority for creation of two temporary posts of Office Attendants (Group D) upto 31.3.05 in the Pay Scale of Rs. 2550-3200 in the National Centre for Plant Genome Research (NCPGR) for filling up by recruitment. In case, NCPGR intend to fill these posts through regular recruitment services of casual workers, if any, already working with them, DPT should be consulted and their advice/approval obtained through DPT.

This issues with the approval of Deptt. of Biotechnology, New Delhi, 83-E.Coord I/2005 dated 19.1.2005.

Yours faithfully,

Virendra Kapoor
(VIRENDRA KAPOOR)
Deputy Secretary to the Govt. of India

नगर/Telegram: 'BIOTECH' दूरभाष/Telephone: 24303012, 24308899, फैक्स/ Fax: 011-24302834

Sam

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

No.BT/AI/17022/02/2019
Government of India
Ministry of Science & Technology
Department of Biotechnology

NIPGR Bye-Laws 2019

(59) ANNEXURE-VII

भारत सरकार
विज्ञान और प्रौद्योगिकी विभाग
बायोटेक्नोलॉजी विभाग
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



ब्लॉक-2, 7th Floor C.G.O. Complex
Lodi Road New Delhi-110003

No. BT/AB/03/PMB-97 (Vol.III)

Dated: 19.04.2007

To

Prof. Asis Dutta,
Director,
National Centre for Plant Genome Research
(Near ICGB), JNU Campus
Aruna Asaf Ali Marg,
New Delhi 110 067

Sub: Creation of additional posts in NCPGR

Sir,

I am directed to refer to the correspondence resting with your letter No. NCPGR/1038/106/3918 dated Oct 9, 2006 on the above subject and to convey the approval of the competent authority for creation of the following posts:

Sl. No.	Post/Scale of Pay (Rs)	No. of Posts created
1	Staff Scientist Gr VI (16400-20000)	1
2	Staff Scientist Gr V (14300-18300)	2
3	Staff Scientist Gr IV (12600-16500)	2
4	Staff Scientist Gr III (10000-15200)	2
5	Staff Scientist Gr II (8000-13500)	2
	Total	9

The area-wise location for distribution of the 9 posts may be as under:

- (i) Nutritional Genomics
- (ii) Structural & Functional Genomics in Food Crops
- (iii) Medicinal Plants/Industrial Crop
- (iv) Comparative Genomics

Total

Website: <http://www.dbtindia.nic.in> <http://www.btiisnet.gov.in>
दूरभाष / Telephone: 24363912, 24360899 फैक्स / Fax: 011-24362265

(Signature)

(Signature)

(61)

This issues with the approval of Ministry of Science & Technology, Government of India, vide their No. 135 E. Coord.1/2007 dated 13.4.2007

(VIRENDRA KAPOOR)
Deputy Secretary to the Govt of India





सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

No.BT/AI/17022/02/2019
Government of India
Ministry of Science & Technology
Department of Biotechnology

NIPGR Bye-Laws 2019

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ANNEXURE - VIII

भारत सरकार
विज्ञान और प्रौद्योगिकी मंत्रालय
बायोटेक्नोलॉजी विभाग
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



ब्लॉक-2, 7 वां मंज, सी० पी० ओ० कॉम्प्लेक्स
लोदी रोड, नई दिल्ली-110003
Block-2, 7th Floor C.G.O. Complex
Lodi Road, New Delhi-110003

No. BT/AB/03/PMB-97 Vol. IV

Dated:- 3rd April, 2012

To

The Director,
National Institute for Plant Genome Research,
Aruna Asaf Ali Marg,
New Delhi- 110067

Fax: 26741658
26741759

Subject:- Creation of posts in NIPGR-reg.

Sir,

I am directed to refer to NIPGR's letter No. 1-1(28)/2010/NIPGR/Admn/7167 dated 14.07.2011 on the above mentioned subject and convey the approval of Ministry of Finance (Department of Expenditure) for creation of the following posts at NIPGR -

S.No	Name of the post	Scale of Pay	No. of posts
1.	Staff Scientist VII	PB-4+10000	1
2.	Staff Scientist VI	PB-4+8900	2
3.	Staff Scientist V	PB-4+8700	2
4.	Staff Scientist IV	PB-3+7600	3
5.	Staff Scientist III	PB-3+6600	2
6.	Technical Staff Gr. I	PB-3+5400	3
7.	Programmer	PB-3+5400	1
8.	Technical Asstt Gr. 2	PB-2+4200	2
9.	Technical Staff Gr. 2	PB-2+4200	3
10.	Technical Staff Gr. 3	PB-1+2800	2
11.	Technician I	PB-1+2400	4
GRAND TOTAL			25

Yours faithfully,

(K. Madhavan Kutty)
Deputy Secretary to the Govt. of India
Tel:- 2436 0940

Copy to:- Adv(KSC) for information.

Website: <http://www.dbtindia.nic.in> <http://www.bti.net.gov.in>
दूरभाष / Telephone : 24363042, 24363329 फैक्स / Fax : 011-24362654

भारत सरकार
विज्ञान और प्रौद्योगिकी मंत्रालय
बायोटेक्नोलॉजी विभाग
GOVERNMENT OF INDIA
MINISTRY OF SCIENCE & TECHNOLOGY
DEPARTMENT OF BIOTECHNOLOGY



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ANNEXURE - IV
ब्लॉक-2, 7th Floor C G O Complex
Lodi Road, New Delhi-110003

फा.सं.ई.-13013/01/2015-हिन्दी

दिनांक: २६ जुलाई, 2016

कार्यालय जापन

विषय: स्वायत्तशासी संस्थानों में हिन्दी पदों का सृजन।

उपर्युक्त विषय पर मुझे यह कहने का निर्देश हुआ है कि विभाग के अधीन स्वायत्तशासी संस्थानों में राजभाषा नीति का उचित कार्यान्वयन सुनिश्चित करने के उद्देश्य से स्वायत्तशासी संस्थानों में राजभाषा सवधी पदों का सृजन करने का प्रस्ताव किया गया था। उक्त प्रस्ताव की दायरी में राज 1817 दिनांक 10/06/2016 द्वारा सचिव, डीपीटी तथा डायरी-सं 2524/जेएस एण्ड एफए दिनांक 02/06/2016 द्वारा संयुक्त सचिव और वित्त सलाहकार द्वारा मजूरी प्रदान की गई है। (स्वीकृति की प्रति संलग्न)। अतः सभी स्वायत्तशासी संस्थानों द्वारा नियमानुसार पद सृजन किए जाने अपेक्षित है। इतलखनीय है कि विभाग द्वारा प्रारम्भ में ही यह कहा गया था कि पद सृजन के प्रस्ताव की (बड़े मात्रा में) डायरेक्टरी की मजूरी लेकर ही विभाग को भेजे। तथापि यदि किसी स्वायत्तशासी संस्थान द्वारा विहित प्रक्रिया नहीं अपनाई गई है तो उनसे अनुरोध है कि उक्त प्रक्रिया का पालन किया जाए। तदनुसार भर्ती नियम बनाए जाए तथा भर्ती प्रक्रिया में पारदर्शिता बनाए रखने के उद्देश्य से विभाग में तत्काल राजभाषा अधिकारी को उक्त प्रक्रिया में शामिल किया जाए। तथापि भर्ती नियम बनाने के लिए राजभाषा विभाग की सहभागिता पर दिए गए राजभाषा सवधी पदों के भर्ती नियमों का सहारा सम्बंधी द्वारा लिया जा सकता है। इसके अलावा हमारे एक अन्य संस्थान राष्ट्रीय प्रतिरक्षा विज्ञान संस्थान, नई दिल्ली में भी भर्ती नियम आदि मौजूद हैं। अतः उनसे भी परामर्श किया जा सकता है।

इतलखनीय है कि संस्थानों को उक्त पदों का व्यवहारे अपने वजह में ही करना करना होगा। परन्तु स्वीकृति की फोटो प्रति आपके मागदर्शन और अनुपालन हेतु संलग्न है। ज्ञाता है कि उपर्युक्त पदों में भारते के उपरांत आप अपने संस्थान में राजभाषा नीति का अनुपालन सुनिश्चित कर सकते हैं। सम्बंधित संस्थान पदों का सृजन संस्थान के लिए अनुमोदित पदनाम, ग्रेड पे एवं संख्या में करके, इसकी सफल प्रेषण 2016 तक इस कार्यालय को करना पर-ना सुनिश्चित करें।

प्रमाणित
२६/७/१६
१३

भवदीय,
डॉ. ० ० ०
२६. ०७. २०१६
(पद्म प्रकाश गोपाल)
संयुक्त सचिव, भारत सरकार

Website: <http://www.dbtindia.nic.in> <http://www.brisnet.gov.in>
दूरभाष / Telephone : 24363012, 24362320 फैक्स / Fax : 011-24362584

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

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सेवा में:

1. निदेशक/प्रभारी अधिकारी, सीडीएफडी, हैदराबाद- 500007
2. निदेशक/प्रभारी अधिकारी, एनबीआरसी, मानेसर- 122051
3. निदेशक/प्रभारी अधिकारी, एनसीसीएस, पुणे- 411007
4. निदेशक/प्रभारी अधिकारी, जीव विज्ञान संस्थान, भुवनेश्वर- 751023
5. निदेशक/प्रभारी अधिकारी, एनआईपीजीआर, नई दिल्ली- 110067
6. निदेशक/प्रभारी अधिकारी, आरजीसीबी, तिरुवंतपुरम- 695014
7. निदेशक/प्रभारी अधिकारी, एनआईवीएमजी, कल्याणी, कोलकाता- 741235
8. निदेशक/प्रभारी अधिकारी, एनआईएबी, हैदराबाद- 500049

[Signature]

[Signature]

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी, मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

165) 65
Subject: *[Faint text]*
Reference: *[Faint text]*

[Faint text]

1. IITB, Hyderabad: The institute carry out scientific research pertaining to DNA profiling and related analysis in civil cases like paternity disputes, rape cases & a collage of new-borns in hospitals. It also provides DNA fingerprinting for various forensic and forensic applications, establishing identity of dead and living persons. DNA fingerprinting technique, R&D work, acquiring skills from & imparting new skills.
2. NIRC, Manipal: This is the institute which is engaged to understand infectious diseases in India & also do the research in various areas like cancer, HIV, AIDS, etc. It also does the research in various areas like cancer, HIV, AIDS, etc. It also does the research in various areas like cancer, HIV, AIDS, etc.
3. NCCH, Pune: The centre focuses on doing research in infectious diseases, cancer biology, infectious diseases, immunology, molecular biology, parasitology, pathology, diabetes and tissue engineering. It also work as national repository for Animal & Bird in cell culture, cell lines and hybrid cells, tissues, organs, etc. It also works as national reference centre for tissue culture, tissue banking, cell products, data banks etc. It provides consultancy services to medical, veterinary, pharmaceutical institutions, public health services and industries etc.
4. Institute of Life Sciences, Hyderabad: This is the institute which is engaged to understand infectious diseases in India & also do the research in various areas like cancer, HIV, AIDS, etc. It also does the research in various areas like cancer, HIV, AIDS, etc.
5. NIPGR, New Delhi: This is the institute which is engaged to understand infectious diseases in India & also do the research in various areas like cancer, HIV, AIDS, etc. It also does the research in various areas like cancer, HIV, AIDS, etc.
6. IGCAR, Triruvananthapuram: This is the institute which is engaged to understand infectious diseases in India & also do the research in various areas like cancer, HIV, AIDS, etc. It also does the research in various areas like cancer, HIV, AIDS, etc.

[Signature]

[Signature]

[Signature]

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

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16. The authors state that the 1991-1992 season was unusually dry, however, Table 2 of the 1992 annual report (1992-1993) of the ICRP states that the 1991-1992 season was unusually *wet*. The authors further state that the 1991-1992 season was unusually dry, however, Table 2 of the 1992 annual report (1992-1993) of the ICRP states that the 1991-1992 season was unusually *wet*. The authors further state that the 1991-1992 season was unusually dry, however, Table 2 of the 1992 annual report (1992-1993) of the ICRP states that the 1991-1992 season was unusually *wet*.



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As per DOL, Government of India, dated 22.07.2014, the term 'Ministerial Employees' means all employees excluding Group 'D' who have been sanctioned for ministerial duties, irrespective of the fact that they are recruited as technical employees or officers. Further, the secretary and officers of groups 'A' to 'D' who have been entrusted with ministerial work such as writing, drafting, letter writing, memorandum etc. may also be taken into account for computing the number of Hindi posts.

(ii) 01 Asst. Director (Hindi) Officer grade, administrative category (Hindi) for 125 Ministerial Employees.

(iii) For offices located in Region 'A' and 'B', 01 Junior Hindi Translator in an office having 125 Ministerial Employees, 02 Junior Hindi Translators for an office having 126 to 175 Ministerial Employees, 03 Junior Hindi Translators for an office having 176 to 225 Ministerial Employees, 04 Junior Hindi Translators and 01 Senior Translator for an office having more than 225 Ministerial Employees, and 01 Hindi Translator for an office having 25 Ministerial Employees.

(iv) For offices located in Region 'C' and 'D', 01 Junior Hindi Translator in an office having 18 to 75 Ministerial Employees, 02 Junior Hindi Translators for an office having 76 to 125 Ministerial Employees, 03 Junior Hindi Translators for an office having 126 to 175 Ministerial Employees, 04 Junior Hindi Translators and 01 Senior Translator for an office having more than 175 Ministerial Employees, and 01 Hindi Translator for an office having 25 Ministerial Employees.

As per DOL, Government of India dated 22.07.2014, the term 'Ministerial Employees' means all employees excluding Group 'D' who have been sanctioned for ministerial duties, irrespective of the fact that they are recruited as technical employees or officers. Further, the secretary and officers of groups 'A' to 'D' who have been entrusted with ministerial work such as writing, drafting, letter writing, memorandum etc. may also be taken into account for computing the number of Hindi posts.

2. The guidelines issued by DOL, Government of India, dated 22.07.2014, provide for the creation of Hindi posts above the post of Asst. Director (Hindi) Officer leaving the offices free for creation of the posts of Dy. Director (Hindi) and above on the basis of work load/functional requirement and in compliance of the directions/recommendations of the Hon'ble Committee as well as instructions issued by DOL, in this regard.

It is also noteworthy that according to the Deptt. of Expenditure, Ministry of Finance (M.F. No. 100-1-ER/Co-ord) dated 28.06.1988 placed as Annexure II, the power of sanctioning Hindi posts may be exercised by the Secretaries of the Administrative Ministries in consultation with their Financial Advisers in accordance with the guidelines that are framed and issued in this regard by DOL, in consultation with Ministry of Finance. It means that regarding the posts of Junior Hindi Translator, the Ministry of Finance for their advice is not required.

It may be noted that the above said OM of DOL, dated 22.07.2014 regarding sanctioning of Hindi posts is applicable for Administrative Bodies and not for the posts of Junior Hindi Translator. The OM of DOL, dated 22.07.2014 placed as Annexure II, regarding the power of sanctioning Hindi posts may be exercised by the Secretaries of the Administrative Ministries in consultation with their Financial Advisers in accordance with the guidelines that are framed and issued in this regard by DOL, in consultation with Ministry of Finance. It means that regarding the posts of Junior Hindi Translator, the Ministry of Finance for their advice is not required.







सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी, मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

NIPGR Bye-Laws 2019

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Sam

सुबोध. कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी. मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

विभाग के अधीन स्वायत्ततापूर्ण संस्थानों में हिन्दी पदों के सुजन का प्रस्ताव अनुमोदनार्थ प्रस्तुत किया गया था। इस प्रस्ताव के संबंध में निर्देशक वित्त ने कुछ आपत्तियों दर्ज करते हुए स्पष्टीकरण तथा विहित आदेश प्रस्तुत करने के लिए कहा है। उक्त स्पष्टीकरणों के संबंध में राजभाषा विभाग से परामर्श करके स्थिति स्पष्ट की जानी अपेक्षित है तथा उक्त इस संबंध में विहित आदेश प्राप्त किए जाने अपेक्षित है ताकि पदों के सुजन का कार्य निर्विधि रूप से सम्पन्न हो सके। तदनुसार समूचा स्थिति स्पष्ट करते हुए समस्त सचिव (प्रशा) की ओर से संयुक्त सचिव, राजभाषा की एक पत्र लिखा जाना अपेक्षित है। उक्त पत्र अवरूप अनुमोदनार्थ प्रस्तुत है।

(भोपाल सिंह) 7/12/15
सहायक निदेशक (त-भा)

निदेशक (प्रशा) 7/12/15

संयुक्त सचिव (प्रशा)

डु. कार्तिक 5.12.15

सहायक निदेशक (त-भा)

वार्ता को गृहीत 7/12

संयुक्त सचिव (प्रशा) डु. पत्र जारी की 9.12.2015
सी. पी. गोमट

वित्त प्रभाग की सिफारशी संख्या (3) के अन्तर्गत जो एक बार अग्रिम भविष्य (ग्रह) वस्तर में सम्मिलित भविष्य, राजभाषा विभाग को भेजा गया था, जिसने इस पर के उत्तर में स्वायत्तशासी विभागीय/संस्थागत को जो विभाग के कार्यालय के रूप में मानने के लिए कहा है जिसके तबका में इन्हीं वित्त प्रभाग से सम्मिलित प्राप्त का, जा भेजा है मदवार स्पष्टीकरण निम्नानुसार है।

- i) उपरोक्त पदों के संबंध में स्वायत्तशासी संस्थानों द्वारा इसी प्रकार भर्ती नियम वजाए जाएंगे जिस प्रकार अन्य पदों के लिए वजाए गए हैं तथापि इस संबंध में राजभाषा विभाग द्वारा वजाए गए हिन्दी पदों के भर्ती नियमों का सहारा लिया जा सकता है। यद्यपि पद संबंधित संस्थान द्वारा ही भरे जाएंगे। तथापि प्रभाग के राजभाषा प्रभाग की सहमति अपेक्षित होनी चाहिए।
- ii) का.जा. सं. 10(4) डी (कोड)/85, दिनांक 08.06.1988 के अन्तर्गत में स्थिति, डीपीटी से वित्त सलाहकार से परामर्श करते हुए पद स्वीकृत करने में प्रयत्न है।
- iii) क.सं.8 पर उक्त पद भविष्य में कर्मचारियों की संख्या में होने वाली वृद्धि का देखते हुए सांगठनिक है तथापि सहायक प्राधिकारी अपने विवेकानुसार निर्णय ले सकते हैं।

(आपात स्थिति)

अज्ञात निदेशक (रा.रा.)

उप सचिव (वित्त)

अज्ञात निदेशक (रा.रा.)

30/10/19
28/10/19

30/10/19

Signature

सुबोध कुमार राम / Subodh Kumar Ram
अवर सचिव / Under Secretary
बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

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1. संस्कृत भाषा में प्रयुक्त शब्दों में से
 2. संस्कृत भाषा में प्रयुक्त शब्दों में से
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 9. संस्कृत भाषा में प्रयुक्त शब्दों में से
 10. संस्कृत भाषा में प्रयुक्त शब्दों में से

३३-४७) र'का' क' विषय में
संशोधनार्थ प्रस्ताव है।

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1. The first step is to identify the key components of the system. This includes understanding the hardware, software, and data involved.

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संयोजक, राष्ट्रीय प्रौद्योगिकी संस्थान, नई दिल्ली
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(संयोजक, प्रौद्योगिकी) 20/7/19
संयोजक

संयोजक (प्रौद्योगिकी) 20/7/19

संयोजक, प्रौद्योगिकी (प्रौद्योगिकी)

20/7/19

संयोजक

संयोजक, प्रौद्योगिकी

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संयोजक

NIPGR - CODE OF CONDUCT -
for Contractual Employees and all Project Staff

All contractual employees shall be governed by below mentioned points while performing their duties in the institute and any violation of these shall be dealt in terms of relevant clauses of the Contract agreement signed by the employee with the Institute. The decision of Chairperson Governing Body shall be final for employees in Level 14 and above and the decision of Director shall be final in this regard for all the employees in Level 13-A and below.

1. Any lapse in performing his/her duties including punctuality, adherence of dress code and other safety norms while working in laboratory area with hazardous chemicals/instruments emitting radiation.
2. Indulging in communal activities, criminal activities and anti-national activities.
3. Making inappropriate remarks on caste, creed, sex, race or religion of junior/fellow/senior employees (Regular/Contractual) of the Institute.
4. Offending the dignity and modesty of employees by the way of overtures, gestures, remarks, physical contacts and physical intimidation within the campus premises of the institute.
5. Offending/demeaning anybody's religious beliefs and cultural habits of persons coming from particular region or segment of the society.
6. Refusal to carry out orders of administrative or academic functionaries without assigning any reason.
7. Habitual cases of insolvency, intoxication etc.
8. Convicted by court of law for any criminal offences under the relevant act.
9. Spending 3 days in judicial custody/> 10 days in police custody.
10. Disclosure of incorrect/false information so as to get employment in the institute
11. Use of any kind of political influence to advance one's career prospects in the institute.
12. Indulging in trade union activities.
13. Unauthorized assembly during duty hours of more than 10 employees.
14. Disclosure of confidential information/data to outsiders/press without necessary approvals.
15. Any other act/activity not covered under this Code which is unbecoming of an employee of the Institute and against the interest of the Union/Institute and is in violation of the contract agreement of public activity.



Annexure - 5
IPR LICENSING RULES

Definition & Scope

The intellectual property shall include patents, copyright, design, computer software, and trade mark. Licensing of IP shall mean granting the licensee the right to further develop IP or to utilize the IP to develop process(s) or commercial able knowhow, technology/technique to make the resulting product(s), either for commercial/captive or as otherwise agreed to.

Costing

The costing on development of IP/technology shall include the estimated expenditure on raw material, consumables, equipment usage, IP protection and maintenance, outsourcing of services, if any, and contingency etc. NIPGR may invite the expression of interest (EOI) to validate and decide the cost estimate for such licensing of IP/technology. Taxes as applicable will be payable by the client as extra.

Sharing of monies from licensing of IP/technology

The consolidated guidelines for sharing of monies from licensing of Intellectual Property and technology with the NIPGR staff are as under:

NIPGR	50%
Concerned Research Team	35%
NIPGR Supporting Staff	10%
NIPGR Staff Welfare Fund	5%

Technical Services

Technical services may include assistance to the clients based on available knowledge/ expertise/ skills/ infrastructures/ and facilities at NIPGR. Technical services may include testing and analysis, routine training, providing information and/or any other services not covered above. The cash inflow through such services will be credited to NIPGR account without any provision of sharing with NIPGR staff. These services may not be taken up as regular activities, and may be rendered depending upon the availability of facilities, expertise etc.

General Terms and Conditions for Sharing of Monies/fees Earned through Consultancy/IP/Technology Licensing:

- A legally valid agreement should be executed for IP/technology licensing.
- The IP/technology transfer/licensing/consultancy should be completed in accordance with the terms of the agreement;
- The monies/fees should be received in full;
- The maximum amount of money receivable by an employee from licensing of Intellectual Property/ technology/consultancy will not exceed Rs. 5 lakhs per financial year.
- The guidelines stipulated in this document may be reviewed by NIPGR, if necessary, from time to time.

Categorization of Staff

- Inventors may comprise scientists/faculty and other S&T staff (research fellows/post-docs/technical) who have provided innovative, developmental, design engineering,

- experimental, data/information, testing/analytical, repair/fabrication, training and business development/marketing inputs for the project/activity;
- b. S&T and supporting staff comprise the remaining regular staff who have not been included in the category staff 'a' (i.e. faculty, technical, administration, finance, store and purchase, and services).

Maintenance of Project Records

The project leader/PI shall ensure that the following records are maintained and retained in the laboratory:

i) Project File

Document containing information on a systematic basis on initiation of the idea; date of starting of the project; list of inventors (as defined earlier); responsibilities of the individuals and extent of their participation (whether whole time or part time); significant contributions made by the individuals along with the supporting inputs/contributions of the S&T and other staff.

ii) Completion Report

A document/record book listing the outcome of the project/activity including the contributions made by each of the inventors, S&T and supporting staff should be maintained. The final record should be signed by each of the inventors and the project leader/PI.

Procedure for Distribution of Monies/Fees

a) A Standing Committee shall be constituted by the Director, NIPGR to consider and decide on the share of the inventors, S&T and supporting staff from the monies realized from licensing of IP/technology/consultancy.

b) The project leader shall recommend to the Standing Committee the names of the inventors/consultants for a specific IP/technology/consultancy.

c) The recommendations of the Standing Committee shall be intimated to each of the inventors/consultants and S&T and supporting staff and also displayed on the laboratory and other appropriate notice boards. In case no objections/representations are received within fifteen days on the date of notification, then the same can be submitted for consideration and approval of the competent authority.

d) Representations, if any, against the recommendations of the Standing Committee, within the stipulated time limit, shall be reconsidered by the standing committee. The Fresh Recommendations of the Standing Committee, along with the details of representations shall be put up to the competent authority for consideration.

e) The decision of the competent authority on recommendations of the Standing Committee shall be intimated to each of the inventors and S&T and supporting staff and displayed on appropriate notice boards. Distribution of the monies/fees will then be done if no representations are received against the decision of the competent authority within thirty days of the date of notification.

f) A person will be entitled for a share from the monies/fees even in the event of his/her transfer/retirement/resignation from NIPGR. In the event of death of a person, his/her legal heir shall be entitled for his/her share of monies/fees.

g) The decision of Director, NIPGR shall be final and binding on all concerns.



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ANNEXURE - 6
CONSULTANCY RULES

Consultancy

Different aspects of consultancy, including the pattern of distribution of honorarium will be decided by the duly constituted committee of NIPGR on case to case basis.

Collaborative Research

Collaborative project is a joint endeavor. Thus while costing NIPGR's inputs for a collaborative project the intellectual fee should be included in notional project charges. As the client may bear only a part of the NIPGR's project expenses, the laboratory should endeavor to ensure that the balance of project charges are recovered by earnings from licensing the R&D results/intellectual property to the collaborator/third party.

Composite Projects

Some projects are composite in nature and envisage diverse inputs of NIPGR. These may include consultancy, technical services, contract R&D, etc. Such type of projects can, for purposes of NIPGR costing/accounting, be split into appropriate contract research, consultancy and technical services components; and approval of competent authority be obtained for each component indicating the overall project profile.

1. Consultancy by NIPGR

Definition & Scope

The laboratory should ensure that owing to financial ` accruing to staff members from consultancy work, attention is not diverted from R&D related activities. A proper balance of the manpower and other resources to be deployed on R&D activities, consultancy and technical services should be decided by the committee constituted by NIPGR.

To facilitate the operation of 'consultancy' services two categories of consultancy, viz. (a) Advisory Consultancy (b) General Consultancy may be demarcated each with its own scope definition, ceiling and pattern of honorarium.

All consultancy services in NIPGR shall be institutional. Consultancy shall be in an area of expertise of the laboratory, preferably its thrust areas. For purpose of definition there shall be two categories of consultancy, viz:

A) Advisory Consultancy

Wherein the services would involve scientific, technical, engineering or other professional advice, provided to a client purely on the basis of available expert knowledge and experience of individual(s), rendered outside the NIPGR and not envisaging use of any facilities of the laboratory (including experimental, informational, computational etc.), and also not involving any kind of survey, detailed study or report preparation/submission.

B) General Consultancy

Wherein the services shall comprise scientific, technical, engineering or other professional advice/assistance based on the available knowledgebase/expertise of the laboratory, and envisaging only minimum use of laboratory facilities for essential experimentation needed to meet the objectives of the consultancy assignment.

General consultancy may inter-alia cover:

- Preparation of literature survey/feasibility studies, state of the-art/project/technology/forecasting reports;
- Interpretation and validation of test results and data, risk and hazard/environment impact analysis etc.,
- Design engineering,
- Assistance in erection, commissioning, operation, fabrication/tendering and purchase of requirement, trouble shooting, productivity improvements, pollution abatement/control measures, energy conservation, waste utilization, technology assessment/evaluation.

Any consultancy assignment which does not strictly fall under the category of Advisory Consultancy, shall be taken up as General Consultancy. The competent authority for approving the consultancy shall have the power to decide on the category of a particular consultancy assignment.

Approvals for projects will be accorded by the competent authority may be based on recommendations by a committee constituted by the competent authority of NIPGR.

Approvals for contracts for consultancy services of a minor nature, formal agreement on a stamp paper may be dispensed with and the terms and conditions settled through exchange of letters. However, the terms and conditions should include a disclaimer on responsibility of the laboratory for the advice/recommendations given in the consultancy. In case the head of the institute/competent authority feels that an agreement would be technically and legally useful, the party may be asked to enter into a legal agreement.

Costing of Consultancy Projects

It is feasible to make realistic estimates of inputs for a consultancy project. The amount to be payable by the client seeking consultancy will be decided by a duly constituted committee by the Director, NIPGR. While fixing the consultancy charges, estimated expenditure on various components including raw materials, consumables, equipment, contingency, travel expenses etc. may be taken into account. Taxes as applicable will be payable by the client as extra.

Record of deployment of resources for a consultancy project, especially the manpower, should be separately and carefully maintained and the resources deployed should by and large be in conformity with the approved estimates.



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Honorarium for Consultancy Work

Honorarium is payable to the team of consultants and S&T and supporting staff of NIPGR. In case there is no staff under S&T and supporting staff associated with a consultancy project the share of honorarium earmarked for this category shall then go to the team of consultants.

The pattern of distribution of consultancy honorarium for **general consultancy** work taken up may be as follows:

NIPGR	50%
Team of consultants	35%
S&T and supporting staff	10%
NIPGR welfare fund	5%

The pattern of distribution of consultancy honorarium for **advisory consultancy** may be as follows:

NIPGR	50%
Team of consultants	45%
NIPGR welfare fund	5%

The 'Team of Consultants' shall comprise only such staff members who provide intellectual inputs to the specific consultancy work while 'S&T and supporting staff' shall generally include the remaining regular staff (faculty, technical, administration, finance, store and purchase, and services).

If needed, apportion of distributable amount can be done by the competent authority on case to case basis.

The amount will be distributed after successful completion of the consultancy assignment.

In case of Advisory Consultancy projects for which the duration of the contract is more than a year, honorarium may be distributed annually, provided the amount due for the respective year has been received from the client.

Ceiling on Amount of Honorarium:

The maximum amount of honorarium receivable by an individual in a financial year shall be limited to Rs. 5,00,000 (Rupees five lakhs). The amount of honorarium receivable by an individual during a financial year shall be computed for all the consultancy projects completed during the particular

financial year and the amount, if any, in excess of the prescribed ceiling, shall not be carried over to the following financial year, but shall be credited to the NIPGR Welfare Fund.

Other Aspects

I. TA/DA/per diem allowances

The laboratory shall be free to negotiate on TA/DA for the staff deputed outside the laboratory on the project work in respect of assignments from non-govt. clients only. The TA/DA and per diem allowances should not be less than that prescribed by NIPGR.

II. Guidelines for work/contracts with foreign clients

Work taken up for foreign clients shall continue to be negotiated on a case to case basis, as per present procedures stipulated in the extant guidelines. However, in every contract negotiation on the 'opportunity value' should be cashed upon through timely response, with the approval of the competent authority.



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ANNEXURE - 7

NIPGR STAFF WELFARE FUND RULES

1. **These Rules shall be called as NIPGR Staff Welfare Fund Rules.**
2. **Members:** All regularly appointed/contractually engaged employees shall be members of the NIPGR Staff Welfare Fund.
3. **Managing Body:** The NIPGR Staff welfare Fund shall be managed by a body of not more than 6 members as under
 - a. **Chairman:** Director (ex officio) of the Institute
 - b. **Secretary: Controller of Administration** (ex officio) of the Institute
 - c. **Treasurer:** Finance Officer (ex officio) of the Institute
 - d. **Other Members:** one each from Scientific, Administrative and Technical cadres to be nominated by the Chairman.
 - e. **At least** two members of the managing body shall be female members.
 - f. The Managing body shall invariably be reconstituted every two years.
4. **Credits to the NIPGR Staff Welfare Fund: shall comprise of all such amounts as detailed under:**
 - a. 0.5% of total non tax revenue of the Institute.
 - b. 5% of the total revenue earned by way of USER Charges through consulting assignments in terms of Clause 42 (iv) of these Byelaws.
 - c. 10% of any award money won by the Institute or Group of Employees of the Institute.
 - d. Member Contribution on monthly basis for Regular employees shall be as under:-
 - i. Regular Employees
 - a) In Level 14 and above: Rs 200/-
 - b) In Level 10 and above: Rs 150/-
 - c) In Level 6 and above: Rs 75/-
 - d) In Level 5 and below: Rs 50/-
 - ii. Contractual Employees:
 - a) Remuneration \leq Rs 50000/-: Rs 75/-
 - b) Remuneration $>$ Rs 50000/-: Rs 150/-
5. **Debits to the Fund: shall comprise as under:**
 - a. **Financial assistance to bereaved family members of deceased employee in service: Rs 7500/-** (may be decided by Managing Committee as per prevailing circumstances to be valid for single financial year). To be made available within 10 days of bereavement.
 - b. **Funeral Grant: Rs 1500/-** per death. To be made available immediately
 - c. **Medical Assistance: Rs 5000/-** per case of emergency life situations. Managing Committee to decide increase or decrease in the amount which shall remain valid for single financial year. To be made available immediately.
 - d. **Damage to property due to natural/manmade disasters like earthquake, floods, fires, etc :** To be decided by the Managing Committee taking into account the number of affected families and the finances of the fund. To be made available within 48 hrs of the disaster.
 - e. **Recreation/Sports Events/Employee Camps for NIPGR employees:** the amount of debit shall not exceed Rs 5.0 Lakhs in a financial year with employees

contributing 50% of the cost of the camp/recreation and 50% of the cost is borne from SWF subject to annual ceiling limits.

- f. **Staff farewell upon superannuation/voluntary retirement:** Rs 1500/- for Gift to the superannuating/voluntary retiring employee and Rs 50/- per head for refreshments.
- g. **Honorarium:** to staff engaged in managing the affairs of the fund who are in non gazetted level: to be decided by the Chairman with the opinion of at least 30% of the members of the SWF. Not more than 03 staff to be employed to initiate to affairs/proceedings of the fund.
- h. **Any other Head:** subject to approval of all the members of the fund in its Annual meeting.
- i. **Periodic review of Debits:** There shall be annual review of the rates debited under each Head which shall be effective from the next financial year taking into account the financial health of the fund.
- j. **No unauthorized or unapproved Debit:** No debit shall be made from the fund unless the same is sanctioned by the Chairman for items detailed at Clause (a-h).

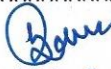
6. Meetings :

- a. **General Meetings:** All the members shall meet at least once during the financial year preferably by 30 September, wherein the details of expenditure incurred and future expenditure to be incurred shall be laid for information and approval of the members. 40% of the members present shall comprise the quorum for the meeting to be held and deliberated upon.
- b. **Special meeting:** shall be convened by the Chairman on the behest of at least 50% of the members requesting and 50% of these present during the meeting. The special meeting may be convened to seek approval for incurring expenditure not classified under any head and the extent to which the same is required to be concurred. Decision of the Chairman/SWF shall be final.
- c. **The Managing Body:** shall meet once in a quarter the date of which shall be fixed by the Chairman. Secretary/SWF to initiate file in this regard.

7. Maintenance of Bank Account:

- a. NIPGR SWF will explore the feasibility of managing its credits and debits through a current account in a nationalized bank.
- b. **Drawal of Amount:** The account shall be jointly held in the name of Secretary/SWF and Treasurer/SWF.
- c. **Auditing of account:** Secretary/SWF shall get the annual accounts audited by the Finance Officer of NIPGR which shall be duly certified by the Institute's Chartered Accountant before the same is displayed on the Institute Notice board for at least 07 days by 15th April of the Next Financial Year.

8. **Powers to amend, relax, modify any of the provisions:** shall rest with the NIPGR - SWF with at least 51% share of the voting in favour of the motion for amendment.


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