

Terms and Conditions for availing the Ramalingaswami Re-entry Fellowship of Department of Biotechnology, GOI, New Delhi

Role of Department of Biotechnology

1. The Department of Biotechnology (DBT) would release fellowship grant (Rs.1,00,000/- p.m.) House Rent Allowance (HRA) @ Rs.18,500/- p.m. consolidated and Research/contingency grant of Rs. 10,00,000 per annum for the 1st& 2nd year, Rs.7, 50,000 per annum for 3rd& 4th year and Rs.5,00,000 per annum for 5th year. Institutional overhead of Rs. 50,000 per year will also be provided to the fellows for five years.
2. The first review would be done after two years of joining of fellowship. However, the grant for 2nd year would be released at the end of the 1st year based on the scientific review of the work done after receiving annual progress report and UC/SE. Subsequent review would be done every year.
3. During the tenure of the fellowship the awardee is not entitled to any kind of salary. However, he/she can apply for research grant to various funding agencies through their host institute. The Co-PI should be a permanent faculty. The information on the details of projects applied/sanctioned by the agencies may be made available to DBT from time-to-time and also as a part of annual report.
4. DBT may be kept informed about IPR issues and technology developed/commercialized if any during the tenure of the fellowship. The same may be incorporated as a part of annual report.
5. DBT reserves right to discontinue fellowship at any stage and change terms & conditions of fellowship.
6. No relocation allowance will be provided to the fellow for joining the host institute.

Role of the Fellow

1. Each fellow is entitled to a fellowship of Rs. 1,00,000/- p.m., House Rent Allowance (HRA) @ Rs. 18,500/- p.m. consolidated and research/ contingency grant of Rs.10, 00,000 per annum for the 1st& 2nd year, Rs. 7,50,000 per annum for 3rd& 4th year and Rs.5,00,000 per annum for 5th year. Institutional overhead of Rs. 50, 000 per year will also be provided to the fellows for five years. The research/contingency grant can be utilized towards purchase of equipments, consumables, international and domestic travel, engaging manpower and other contingent expenditure to be incurred in connection with

the implementation of the project. In exceptional cases, the duration of the award could be extended by another two years on a fresh appraisal (without research/ contingency grant).

2. Each awardee is expected to avail the fellowship for a minimum period of three years from the date of the start of fellowship. If otherwise, the fellow may inform the Department (DBT) the reason thereof for relinquishing the fellowship as the case may be.
3. A fellow can accept a regular position in an Indian Institution anytime during the tenure of the fellowship. Approval has to be sought from DBT. In such a scenario, the fellow has an option:
 - (a) to retain the fellowship (in lieu of the salary) along with the contingency/research grant, or
 - (b) incase fellow opts for salary, he or she can avail only the contingency/research grant and overhead from the fellowship.
4. The awardee can take up the fellowship within nine months from the date of issue of the award letter. In case the awardee does not join within this period, it will be presumed that he/she is no longer interested and the fellowship will automatically stand cancelled. Therefore, each awardee should communicate the likely date of joining promptly. **Any further extension in joining time will be considered on case to case basis.**
5. The terms and conditions and other relevant documents along with the joining letter should be submitted by the awardee at the time of joining his/ her host institute. It is mandatory that each page of document should be duly signed by Ramalingaswami Fellow and forwarded by competent authority along with official seal.
6. The awardee can change the host institute only once during the tenure of the fellowship with prior approval from DBT. No objection certificate from previous host institute is pre-requisite while changing the host institute. The same may be submitted to the department. However, second change is allowed only incase fellow gets a permanent job in a different institution.
7. In case of leave/travel, the rules of the host institute where the awardee proposes to work are to be followed.
8. During the tenure of the fellowship, awardee is not entitled to any kind of salary. Fellows are encouraged to apply for research grant to various funding agencies through their host institutes.

9. Since the fellowship is routed through host institute, the awardee should abide by the contractual obligations of that institute.
10. The awardee should submit annual progress report and UC/SE duly forwarded by the competent authority to the Department. The UC/SE has to be financial year wise i.e.; from the date of joining till 31st March of that year and SE till date (for example: if fellow has joined on 31st August 2017, UC will be from 31st August 2017 – 31st March 2018 and SE will be from 1st April 2018-30th August 2018).
11. The support of DBT should be duly acknowledged in the publications (papers, reports etc.) by the fellows.
12. Fellows are required to make mandatory presentations about progress before review committee at the end of 2nd year and subsequent years.
13. Only those who are unable to seek permanent faculty position during the tenure of the fellowship are eligible for 2nd term based on a fresh appraisal. During the extension period fellows are entitled to only fellowship, HRA and overhead.
14. Fellows applying for second term should submit their proposal in advance (6 months) and submit a detailed report on achievements in last 4 yrs. of fellowship.
15. If the Fellow has to travel abroad for any professional work for more than 3 months (maximum of 6 months only), approval from DBT is essential and this will be given only for very special cases. In such cases, fellow will be permitted to go abroad only after completion of one year of fellowship.
16. For all other clarifications such as change of host institute, absence for three months duration or beyond and other matters related to the effective utilization of the fellowship, DBT should be contacted at least 4 weeks in advance for necessary clearances and approvals.
17. Applicants selected for the Ramalingaswami Fellowship should send the letter of acceptance, duly signed and forwarded copy of terms and conditions (in original) along with the likely date of joining to Dr. Meenakshi Munshi, Adviser/Scientist-‘G’, (Tel. Phone No. 011-24361035, E-mail: rlsfellowship.dbt@dbt.nic.in), Department of Biotechnology, Block-2, 7th Floor, CGO Complex, Lodi Road, New Delhi – 110 003.

Role of the Host Institute

1. The host institute accepting a Ramalingaswami Fellow should provide the necessary space, research facilities and other administrative support to conduct research under this fellowship. These fellows may be treated at par with faculty at Assistant Professor /Scientist at 'D' level in the university or research institution as the case may be. These selected scientists may be provided all the necessary facilities so as to enable them to conduct their research smoothly.
 2. The awardee would be governed by the rules and regulations of the host institute with regard to leave/travel and other related issues.
 3. a) If the host institute is providing free accommodation, no House Rent Allowance (HRA) is admissible and same needs to be refunded to the Department.

b) If the host institute is deducting HRA and license fee for the accommodation provided, then the same shall be recovered from the HRA being paid to the fellow. However, reimbursement shall be limited to the HRA being paid by DBT. Excess recovery, if any, has to be made by the host institute directly from the fellow.
 4. As regards the medical benefits, host institute may consider giving medical and other relevant benefits from their own resources at level of Scientist 'D'/Assistant Professor as applicable to their regular faculty.
 5. Host institute will maintain separate account of the grant released and would submit UC/SE at the end of the financial year along with interest earned for the grant which would be reflected in the UC/SE submitted every year.
 6. Institute will maintain a separate audit head of account for the grant received from DBT.
 7. Institute will ensure effective utilization of grant given by DBT for the purpose for which it was granted.
-

CERTIFICATE

We have read and understood the above terms and conditions. The same are acceptable to us. The Institute will provide space, basic laboratory facilities and other necessary facilities as mentioned in the preceding pages to Dr. _____ for conducting research during the tenure of the Ramalingaswami Re-entry Fellowship.

Name:

Name:

Signature of the Fellow

**Signature with seal of the
Competent Authority of Host
Institute**

Date:

Date: