

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

I-Role of Department of Biotechnology

1. The Department of Biotechnology (DBT) would release fellowship grant of Rs.1,00,000/- per month, House Rent Allowance (HRA) of Rs. 18,500/- per month, Research support grant of Rs. 13,00,000 per annum, and Institutional overhead of Rs. 50,000 per year will also be provided to the fellow for three years. The research support grant can be utilized towards purchase of minor equipments, consumables, 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 fellowship could be extended by another two years on a fresh appraisal with salary, research support grant, HRA and overhead.
2. The first review of the progress of the research work will be done after three years of joining of the fellowship. During this review the fellow will be called to present his/her research work before the committee. However, the grant for 2nd year onwards would be released at the end of the each year after reviewing annual progress report by a committee constituted for the purpose.
3. During the tenure of the fellowship the fellow 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 progress report.
5. The DBT reserves right to visit the host institute to inspect the facilities/recourses created by using the fellowship grant at any time during the tenure of the fellowship.
6. DBT reserves right to discontinue fellowship at any stage and change terms & conditions of fellowship.
7. No relocation allowance will be provided to the fellow for joining the host institute.

II-Role of the Fellow

1. Each fellow is expected to avail the fellowship for a minimum period of three years from the date of the start of fellowship, except when fellow gets a regular position. If otherwise, the fellow may inform the Department (DBT) the reason thereof for relinquishing the fellowship as the case maybe.
2. A fellow is encouraged to apply and secure a regular (permanent/tenure track/contractual) position in an Indian Institution during the tenure of the fellowship. In such a scenario the fellowship and HRA components of the scheme will be discontinued from the date of the joining of the regular position, however, the fellow can avail the research grant component of the fellowship for the remaining tenure of the fellowship.
3. The fellow can take up the fellowship within nine months from the date of issue of the award letter. In case the fellow does not join within this period, it will be presumed that he/she is no longer interested and the fellowship will automatically stand cancelled. No further extension of time will be granted. Therefore, each fellow should communicate the likely date of joining promptly.
4. Once a candidate is selected for the fellowship, before the initiation of the fellowship, he/she would need to submit a two member advisory committee comprising one member from his/her host institute and one from another institute in India or abroad from the area of his/her research. The advisory committee will mentor research work of the fellow and suggest course correction, and their opinion/views regarding the progress of the fellow will also be sought by the committee, whenever required.
5. The terms and conditions and other relevant documents along with the joining letter should be submitted by the fellow 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 fellow 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 in case fellow gets a permanent job in a different institution. If the fellow has opted for the change of host institute first time itself on the basis of getting a permanent position, no further request of changing the host institute will be considered.
7. Since the fellowship is routed through host institute, the fellow should abide by the rules and regulations of that institute.

8. The fellow 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.
9. The support of DBT should be mandatorily acknowledged in the publications (papers, reports etc.) by the fellows.
10. Fellows are required to make mandatory presentations about progress before review committee at the end of 3rd year and subsequent years of his/her fellowship.
11. Only those who are unable to get regular faculty position during the three year tenure of the fellowship will be eligible for 2nd term based on a fresh appraisal. During the extension period fellows are entitled for fellowship, HRA, research support grant and overhead.
12. Fellows applying for 2nd term should submit their proposal in advance (6 months) and submit a detailed report on achievements during the last three years of fellowship period.
13. If the Fellow has to travel abroad for any professional work for more than three months (maximum of six 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.
14. 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 four weeks in advance for necessary clearances and approvals.
15. 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 Department of Biotechnology, Block-2, 6-8th Floor, CGO Complex, Lodi Road, New Delhi – 110003.

III-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.
 2. The fellow 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 as applicable to their regular faculty at level of Scientist 'D'/Assistant Professor.
 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. The interest earned amount would also be required to submit to the Department through bharatkosh portal.
 6. Institute will ensure effective utilization of grant given by DBT for the purpose for which it was granted.
 7. The DBT reserves right to visit the host institute to inspect the facilities/recourses created by using the fellowship grant at any time during the tenure of the fellowship.
-

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: