



भारतीय वन्यजीव संस्थान  
Wildlife Institute of India

**Recruitment & Assessment Promotion  
Rules for  
Group-A Scientific Posts - 2019**

**An autonomous Institute of  
Ministry of Environment, Forest and Climate Change,  
Government of India**


  
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# WILDLIFE INSTITUTE OF INDIA CHANDRABANI, DEHRADUN

(An autonomous Institute under the Ministry of Environment, Forest and Climate Change,  
Government of India)

## NOTIFICATION

1. In exercise of the powers conferred by the proviso of Rule 3 (xvi) (xix) of the Memorandum of Association (MoA) of Wildlife Institute of India, Dehradun, herein after called WII, and in supersession of all the rules in so far as they relate to the Group-A Scientific Posts in WII, Dehradun in the pay scale of Pay Matrix Level 10 and above, except in respect of things done or omitted to be done before such supersession, Governing Body of WII formulates the following Recruitment and Assessment Promotion Rules for Scientist Group-A.
2. **Short title and commencement**
  - (i) These rules shall be called as the 'WII-Scientific Recruitment and Assessment Promotion Rules, 2019.
  - (ii) These rules shall come into force with effect from the date of notification by the Institute.
3. **Applicability**

These rules shall govern recruitment and assessment promotions of Group-A scientific posts (Scientist-B to Scientist-G).
4. **Definitions**

In these rules, unless the context otherwise requires:

  - (i) **'Appointing Authority'**: means the authority as specified for recruitment of scientists under Rule 6.9.
  - (ii) **'Annexure'**: means Annexure to these Rules.
  - (iii) **'Director'**: means the Director, Wildlife Institute of India, Dehradun.
  - (iv) **'Institute'**: means the Wildlife Institute of India, Chandrabani, Dehradun.



- (v) **'Institute's Committee for Selection & Assessment Promotion' (ICSAP)** means the Committee for the recruitment and assessment promotions as specified under Rule 6.4 of all Group-A scientific positions as specified under Rule 6.1.1.
- (vi) **'Scientist'** means a faculty member of WII, who is expected to generate, develop, impart, advance, disseminate, diffuse, manage and protect knowledge/methods/techniques and build capacity through training/ research/ design /development/ advisory/ extension/ and networking activities.
- (vii) **Wildlife Sciences:** means all disciplines related to wildlife biology, ecology, behaviour, management and conservation including molecular biology and social sciences.

All other words and abbreviations which are not defined under these rules, shall have the same meaning and definition/ interpretation as given in the Memorandum of Association and Rules and Regulations of WII Society or any other rules applicable to the employees of WII.

## 5. **Recruitment and Assessment Committee**

- 5.1** WII shall establish a recruitment and assessment committee hereinafter called Institute's Committee for Selection-cum-Assessment Promotion (ICSAP), which shall be appointed by the Chairman, Governing Body. The Terms and Conditions of the appointment of ICSAP shall be such as may be prescribed by the Chairman, Governing Body.
- 5.2** The validity of the said Committees shall be three years. However, the members may be changed during the currency of the panel with the approval of Chairman, Governing Body.
- 5.3** Except for the provisions specified under these rules, the ICSAP shall be free to devise its own procedures in respect of recruitment and assessment to be made by it.

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## 6. Recruitment

- 6.1.1 The grades/ scales of pay of scientists covered under these rules shall be such as may be determined by WII from time to time. However, grades/ scales currently applicable are as under:

S. No.	Designation of the Post	Pay Matrix Level
1.	Scientist B	10
2.	Scientist C	11
3.	Scientist D	12
4.	Scientist E	13
5.	Scientist F	13A
6.	Scientist G	14

- 6.1.2 Recruitment shall normally be made at the level of Scientist-C (Pay Matrix Level 11). Whenever need exists or arises, recruitment at other levels can be made on a specific request from the Director and with the prior approval of the Chairman, Governing Body.

- 6.1.3 30% of the total sanctioned Scientific Group-A posts shall be reserved for officers on deputation from the Indian Forest Service (IFS). They will be taken on deputation at Scientist-D/E/F/G levels. The placement of deputationists in the above grades shall be made in accordance with their seniority consistent with Scientist-D/E/F/G levels. However, other terms and conditions prescribed by the DoPT, Ministry of Environment, Forest and Climate Change (MoEFCC), Government of India, in respect of deputation of Indian Forest Service officers to autonomous organizations would be applicable. State Forest Service Officers having Postgraduate Diploma in Wildlife Management from the Wildlife Institute of India and at least 10 years of service of which 5 years should be in the field of wildlife and protected area management will also be eligible to apply.

- 6.2 **Qualifications, disciplines, experience and age limits for direct recruitment:** The minimum qualifications, experience and maximum age limits for direct recruitment to Scientists Group-A at various levels shall be as follows:

Sl. No.	Designation & Pay Matrix	Essential Qualification	Professional Experience in required areas	Age Limit
1.	Scientist-B Pay Matrix Level 10	Masters Degree with First Class	Nil	28 years
		Or		
		Ph. D. in the relevant field	Nil	33 Years
2.	Scientist-C Pay Matrix Level 11	Masters Degree with First Class	3 years	31 years

Sl. No.	Designation & Pay Matrix	Essential Qualification	Professional Experience in required areas	Age Limit
		Or		
		Ph.D. in the relevant subject	1 year	34 years
3.	Scientist-D Pay Matrix Level 12	Masters Degree with First Class	7 years	35 years
		Or		
		Ph.D. in the relevant subject	4 years	38 years
4.	Scientist-E Pay Matrix Level 13	Masters Degree with First Class	11 years	38 years
		Or		
		Ph.D in the relevant subject.	8 years	40 years
5.	Scientist-F Pay Matrix Level 13A	Masters Degree with First Class	16 years	41 years
		Or		
		Ph.D. in the relevant subject.	13 years	43 years
6.	Scientist-G Pay Matrix Level 14	Masters Degree with First Class	21 years	44 years
		Or		
		Ph. D. in the relevant subject	18 years	46 years

### 6.3 Relaxations

6.3.1 Relaxation in age limit may be allowed to Institute/ Government/ Autonomous Bodies/ University employees in accordance with the instructions and orders issued by the Government of India from time to time in this regard.

6.3.2 The date for determining the age limit/experience/qualifications shall be the closing date prescribed for receipt of applications.

6.3.3 The period of experience in the requisite discipline/area of work wherever prescribed shall be counted with effect from the date of acquiring the prescribed minimum educational qualifications required for that grade. Period spent in the relevant fields will be counted towards the professional experience, only when supported by credible documentary evidence.

6.4 The constitution of the ICSAP for making direct recruitment to the posts covered under the Rules shall be as under:



- (i) There will be a single Institute's Committee for Selection and Assessment Promotion called ICSAP for the recruitment and assessment promotion of all Group-A scientific posts. The ICSAP will be constituted by the Chairman, WII's Governing Body. The tenure of ICSAP will be three years from the date of notification. The ICSAP will have the following composition:

<b>Chairperson</b>	An eminent scientist/ wildlife manager/ conservationist with adequate experience of field conservation.
<b>Members (3 Nos.)</b>	Eminent scientists/professionals with experience in forestry & wildlife conservation or management/ wildlife biology/ human dimension of wildlife conservation/ Social Sciences.
<b>Member</b>	One representative of Ministry of Environment & Forests, Government of India at the level of Inspector General of Forests. For recruitment and assessment promotion at level of Scientist 'G' and above, the representative of the MoEFCC will be at the level of Additional Director General of Forests (ADGF).
<b>Member-Secretary</b>	Director, WII.

- (ii) In addition to the above, two Subject Matter Specialists (SMS) may be co-opted in the ICSAP. The SMS will not have any fixed tenure but will be invited on a case to case basis. The SMS will be nominated by the Chairman, ICSAP.

The quorum for the meeting of the ICSAP shall be four members including the Chairperson and at least one SMS. The Chairperson of the Committee may nominate any member of the Committee to act as Chairperson of the Committee in his/her place, if required

- 6.4.1 Where the posts are reserved for SC/ST candidates or where SC/ST candidates are under consideration along with general category candidates for the posts, a member of SC/ST community shall invariably be included in the ICSAP. Further, instructions for nomination of female members and members representing the minority community as issued by the Government of India from time to time shall continue to be followed.

- 6.5 Vacancies for which the selections are required to be made by the ICSAP shall be decided by the Director, WII in consultation with Dean, Faculty of Wildlife

Sciences, WII. The vacancies shall be advertised by the Institute, as per the prescribed procedures. A copy of the advertisement shall be sent to the ICSAP.

- 6.5.1 The applications, in response to the advertisement, shall be received at the Institute's headquarters at Chandrabani, Dehradun or at a place notified by the Institute.
- 6.5.2 For recruitment of Scientists, the Screening Committee would be constituted. The Committee shall screen the applications received and organize a written test for recruitment at positions of Scientist B, C and D and seminar based assessment for higher positions. The set of applications and recommendations of the Screening Committee shall be sent to the ICSAP. Approval of relaxation, if any, from the Chairman, Governing Body shall be obtained by the Director, WII and sent to the ICSAP.

The composition of the Screening Committees for Scientists B to G would be as follows:

i)	Director General, Forest Survey of India – Chairperson
ii)	One Officer of the ICFRE in the pay scale of Pay Matrix 14 – Member (To be nominated by Director General, ICFRE)
iii)	One Officer of the WII in the pay scale of Pay Matrix 14 – Member (To be nominated by Director, WII)
iv)	Dean, Wildlife Institute of India - Member Secretary

The quorum of the Screening Committee shall be the Chairperson, Member Secretary and one member. The Chairperson may co-opt Special Invitee(s), if required.

6.5.3 **Procedure for the recruitment / selection of the faculty:**

The applications of the candidates who qualify the written test (Scientist B, C and D) and seminar based evaluation (Scientist E and above) would then be evaluated by the ICSAP. First ten ranking candidates for each post subject to a minimum of 50% marks obtained in written test or seminar based evaluation shall be called for interview.

The ICSAP will assess the candidates based on the academic record, experience in the relevant field, special achievements / awards, teaching experience, publications, and extension / education / institution building. Relative weightage for written test and interview would be 70 and 30 percent respectively.

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6.5.4 The date and time for holding the meetings of the ICSAP shall be fixed by the Director, WII in consultation with the Chairperson of the ICSAP. The letter of invitation/intimation to the short listed candidates for the interview/test shall be issued by the Institute accordingly.

6.5.5 The ICSAP shall recommend a panel of candidates in order of merit for each post or group of posts as advertised. All relevant papers in respect of the selections shall be forwarded by the Director, WII to the Chairman, Governing Body.

6.5.6 The panel thus prepared by the ICSAP shall be valid for one year from the date of approval by the competent authority and operated for issuing the offer of appointment to the selected candidates only to the extent of the number of the vacancies advertised. If any of the candidate(s) who have been issued the offer of appointment up to the extent of the notified vacancies does not accept the offer or does not join by the stipulated date, the next candidate on the panel can be offered the post.

6.5.7 *Inter se* seniority of directly recruited scientists at WII shall be based on merit rating as determined by ICSAP, will form the basis of fixing the seniority of the scientists concerned for placement in the Establishment List for the respective grade.

#### 6.6 **Probation**

6.6.1 Persons appointed to the posts of Scientist-B shall be on probation for a period of two years. Persons appointed to other grades, viz. Scientist - 'C', 'D', 'E', 'F' and 'G' shall be on probation for a period of one year, provided that the appointing authority may extend or curtail the period of probation in accordance with the instructions issued by the Government of India from time to time.

6.6.2 On completion of period of probation or extension thereof, the scientists shall if considered fit, may be confirmed against the post, if not already confirmed in the entry grade.

#### 6.7 **Pay**

6.7.1 The pay of a candidate selected for the post shall normally be fixed at the minimum of the pay scale attached to the post. However, advance increments if any, may be recommended by the ICSAP keeping in view the overall merit of the candidate. While doing so, details of the achievements/exceptionally outstanding performance/work of the candidate should be specifically mentioned in the proceedings of the ICSAP to establish the rationale and reasoning for the increments recommended.



6.7.2 Up to five advance increments as recommended by the ICSAP may be granted by the Chairman, Governing Body.

6.8 All Scientists in the service of the Institute shall be liable to serve anywhere in India or outside. Director, WII shall be empowered to transfer any Scientist to any place of work in public interest.

6.9 **Appointing Authority**

6.9.1 For the posts of Scientists upto the level of Scientist-G, the Chairman, Governing Body shall be the appointing authority.

7. **Assessments and Promotions**

7.1 Promotion of all Scientists governed by these Rules from one grade to the next higher grade, shall be made on the basis of modified Flexible Complementing Scheme (FCS) of the Government of India. On promotion of a Scientist from one Grade to the next higher Grade, the post held by him/her shall stand upgraded automatically as personal to the Scientist concerned.

7.2 Promotion of scientists to higher grades shall be made on the basis of:

7.2.1 Examination of Annual Performance Appraisal Reports (APAR) of the Scientists recorded for the years covered under the residency period by a Screening Committee and its recommendation of individual cases for the interview by ICSAP.

7.2.2 The Screening Committee shall comprise of the following:

i)	Director General, Forest Survey of India - Chairperson
ii)	One Officer of the ICFRE in the pay scale of Pay Matrix 14 – Member (To be nominated by Director General, ICFRE)
iii)	One Officer of the WII in the pay scale of Pay Matrix 14 – Member (To be nominated by Director, WII)
iv)	Dean, Wildlife Institute of India - Member Secretary

The quorum of the Screening Committee shall be the Chairperson, Member Secretary and at least one member. The Chairperson may co-opt Special Invitee(s), if required.

- 7.2.3 Minimum residency period to be completed in a grade for consideration for assessment shall be as under:

Pay Matrix Level	Designation	Minimum Residency period linked to performance
10	Scientist – B	3 years.
11	Scientist – C	4 years.
12	Scientist – D	4 years.
13	Scientist – E	5 years.
13A	Scientist – F	5 years.

- 7.2.4. For promotions from Scientist B and above, ICSAP Committee would interview the scientists recommended by the Screening Committee. For the above assessment, the weightage of APAR by the Screening Committee would be 70% and weightage of interview would be 30%.
- 7.3(a) The period spent on deputation/foreign service to a non-scientific post and extra ordinary leave availed on personal grounds, shall not count towards the minimum residency period.
- 7.3(b) In case of permanent absorption of a scientist on deputation in the same grade in WII-Scientific service from other Scientific Departments where Flexible Complementing Scheme is applicable, the entire service of that Scientist in the same grade including in the parent department shall be counted towards residency period. If an officer comes on deputation on a higher grade into the service and later permanently absorbed in the same grade in the service, the period spent on deputation shall be counted for residency period for consideration for promotion to the next higher grade.
- 7.3(c)<sup>1</sup> Assessment Promotion of Scientists who are on deputation/foreign services to a scientific post may be considered by the Selection Committee of the Institute on the basis of the performance report of the borrowing organizations but in the format of APAR of WII.

<sup>1</sup> Note: Clause 7.3 (c) has been added as per decision taken by the Governing Body in its 54th Meeting held on 30th March 2010.



7.4

All Scientists will be first screened for eligibility on the basis of marks obtained as per the Annual Performance Appraisal Reports (APARs). Only those Scientists who satisfy the minimum residency period linked to their performance threshold as indicated in the Table below shall be considered for further assessment.

	Number of years in the grade					
	3	4	5	6	7	8
<b>Minimum averaged percentage of APAR scores for eligibility</b>						
Scientist B to Scientist C	85%	80%	70%	65%	60%	-
Scientist C to Scientist D	-	85%	80%	75%	70%	60%
Scientist D to Scientist E	-	85%	80%	75%	70%	60%
Scientist E to Scientist F	-	-	85%	80%	75%	70%
Scientist F to Scientist G	-	-	85%	80%	75%	70%

7.4.1

Notwithstanding anything contained in these rules, a relaxation of one year in the minimum residency period can be granted to a Scientist C, D & E provided that he/she consistently secures  $\geq 90\%$  and above marks in the Annual Performance Appraisal Reports in three successive years in the grade and scores  $\geq 90\%$  in the ICSAP interview. This provision shall be applicable maximum twice in the career of a Scientist.

7.4.2

Scientists shall be assessed for their promotion based on the 'Flexible Complementary Scheme' that promotes the 'Merit Based Assessment and Promotion'. The *inter se* merit rating as determined by Screening Committee based on APARs and Interview scores, will form the basis of fixing the *inter-se* seniority of the Scientists concerned for placement in the Establishment List for the respective grade.

7.4.3.

In case of differently able faculty, where Flexible Complementing Scheme is applicable, shall be assessed based on their inputs in various activities listed in APAR except 'Inputs in Field Tours/Training'.

7.4.5

In case of permanent scientists working in UNESCO Category 2 Centre (C2C) on 'World Natural Heritage Management and Training for the Asia Pacific Region' at the Wildlife Institute of India, the Research Component under the APAR for the Scientist B, C & D would be 25% and for Scientist E, F, and G would be 20%. For such scientists, contribution in UNESCO's C2C activities would form the remaining proportion of the research component under the APAR.

## 7.5 **Assessment Committee**

7.5.1 The Assessment Promotion shall be made by the ICSAP as constituted under Para 6.4 (i) and (ii) above. The quorum of the meeting of the ICSAP shall be the Chairperson plus three members, with at least one Subject Matter Specialist.

7.5.2 All Scientists will submit a 'Self Assessment' report for the total residency period to ICSAP providing details of their activities and accomplishments. The 'Self Assessment' report will be reviewed as per same criteria and weightage provided in the APAR and the marks thus obtained would form the basis of their assessment promotion as per the threshold prescribed in para 7.4 above.

7.5.3 The ICSAP shall submit its recommendations as 'Fit for Promotion' or 'Not yet Fit for Promotion' as per the norms laid down in the modified Flexible Complementing Scheme.

7.5.4 The effective date of promotion for those found eligible for promotion shall be the due date of review of 1st January or 1st July of that year, as the case may be.

7.5.5 In case of a scientist assessed and found fit for promotion but is unable to assume charge of the higher grade on effective date for being away on study leave (combined with any other leave), sanctioned by the competent authority, for pursuing higher studies or receiving specialized training in professional and technical subjects having a direct or close connection with the WII programs, on resumption he/she may reckon notional seniority in the higher grade from the date of his/her selection to that grade for the purposes of counting of residency period for considering for promotion to the next higher grade provided the Director, WII is satisfied about the performance of the scientist during the course of study/training.

## 7.5.6 **Procedure for Assessment of Scientists who are under Suspension/ against whom Disciplinary Proceedings are Pending**

The assessment of the Scientists who are under suspension/against whom disciplinary proceedings are pending shall be regulated as per procedures notified by the Government of India.

## 8.0 **Selection of Deputation faculty**

The faculty on deputation from Indian Forest Service/State Forest Service will also be selected by the ICSAP. Advertisement for the vacant position(s) will be issued by the Institute and also hosted on the website. Shortlisted officers will appear before the ICSAP for interview. A PowerPoint presentation on an assigned topic/thematic area will be made by the officer. The recommendations of the ICSAP shall be approved by the Chairman, Governing Body. It is stated that terms and conditions of the



deputation appointment will be governed by DoPT/MoEFCC Guidelines, amended from time to time.

**9.0 Performance Appraisal Reports**

9.1 The system of Performance Appraisal shall be in the form of Annual Performance Appraisal Reports (APAR) as per format at **Annexure-A**.

9.2 Those scientists, who leave the service of WII on their own volition including voluntary retirement, shall not be entitled for any assessment over and above the assessment(s) if any, already availed even if it may relate to the period when they were in WII service. However, those scientists who superannuate or pass away while in service shall be considered for assessment from the due date of eligibility. The cases of the deceased shall be decided by the ICSAP on the basis of their APARs.

**10.0 Power to Relax**

The Chairman, Governing Body may relax any or all the provisions of these Rules wherever considered necessary.

**11.0 Relaxation for SC/ST Candidates**

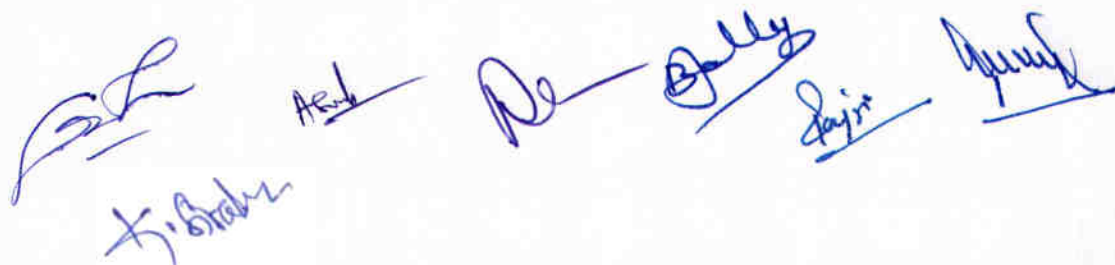
Nothing in these Rules shall affect reservations, relaxation of age limit and other concessions, required to be provided for Scheduled Castes and Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Government of India from time to time in this regard.

**12.0 Interpretation**

Any question relating to interpretation of these rules shall be decided by the Chairman, Governing Body.

**13.0 Repeal and Savings**

WII Group-A Scientific Service Recruitment Rules-2019 for Recruitment and Assessment Promotion of Scientific Staff are hereby repealed insofar as they are consistent with these rules to the extent covered under these rules. These new Rules supersede all the existing Rules related to Recruitment and Assessment promotion of scientists in WII to the extent the existing rules are inconsistent with these rules. All the existing scientists shall be automatically covered under these Rules.

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## Annual Performance Appraisal Report (APAR) for WII Group-A Scientists

(To be filled by the Administrative Division of WII)

### Part 1: Basic Information

<b>1. Identification information (please write clearly)</b>	
Name of the Scientist	
Date of Birth	
Department/ Cell/ Thematic Area/ UNESCO C2C at WII	
<b>2. About the evaluation period (and other obligatory information)</b>	
Is it a part year evaluation or full year evaluation?	
Reporting period start date	
Reporting Officer	
Reviewing Officer	
<b>3. Categories information (for the period under evaluation)</b>	
Group and Grade	
Date of appointment to current grade	
<b>4. Education</b>	
Highest educational qualification	
State work experience gained outside WII, if any	
State awards and special achievements, if any.	
<b>5. Leave record</b>	
Please list leave record for the year being evaluated (include all leave other than casual leave)	

Verified by the Head of Office	
Date	



# Professional Index

(To be filled by the Scientist/Assessee)

## Part 2A: Research Component

Table 1: Overall Weightage for Research Component:

(a) 45% for Scientist B, C, D and 25% for Scientist in UNESCO C2C at WII.

(b) 40% for Scientist E & above and 20% for Scientist in UNESCO C2C at WII.

S. No.	Category of Output	Score (a)	No. of Outputs	
			First Author/ Lead Author/ Corresponding Author/Supervisor (b)	Co-Author/ Co- Supervisor (c)
1.	Publication in the Impact Factor Peer reviewed Journal	20		
2	Publication in the Non-Impact Factor but Peer reviewed Journal	15		
3	Short notes in peer reviewed publications	05		
4	Final Project Report	10		
5	Technical Manual	10		
6	Status Survey/Short study Report/ENVIS Chapters	05		
7	Book/Monographs (peer reviewed)	20		
8	Book/ENVIS Editors	10		
9	Book Chapter Peer Reviewed	10		
10	Ph.D. Thesis	15		
11	M.Sc. Thesis with more than 4 months field/lab works, maximum of 3 thesis	05		
12	M.Sc. Thesis with less than 4 months field/lab works, maximum of 3 thesis	03		
13	Conference/ Seminar Presentation abroad supported by published abstracts	05		
14	National Seminar Presentation supported by published abstracts	03		
15	New Research Projects Initiated*	20		

N.B.: Please provide a list of Outputs on a separate sheet (Appendix-I). Lead Author – Principal Investigator of the project or supervisor of thesis; Short study report – Report prepared based on ≤ one year project; in case of single author publication the author will get 100% marks; in case of joint publications the first author, corresponding author and lead author will get 80% each and others will get 50% each, similar division will be applicable in all publications.

\* This is applicable only to newly recruited Scientists B and C that too for first two years of their appointment.

**Part 2B: Teaching and Training Component**

Table 2: Overall Weightage for Teaching & Training Component: (a)40% for Scientist B, C, D.

(b)35% for Scientist E & above.

S. No.	Category of Inputs	Score*	<sup>1</sup> Feedback Rating	<sup>2</sup> No. of Outputs (No. of classes/sessions/ field days)
		a	b	c
1.	Teaching Inputs in classroom and laboratory (MSc, APGDC, CC) (as reflected in feedback form) <sup>1</sup>	03	≥90% = 1	
			≥75% = 0.8	
			≥60% = 0.5	
2.	Field Tours Inputs (as reflected in feedback form) <sup>1</sup>	05	≥90% = 1	
			≥75% = 0.8	
			≥60% = 0.5	
3.	Evaluation and Assessment (evaluation of question answer papers, etc)	02	NA	
4.	Inputs in other courses/workshops of WII	03	NA	
5.	Inputs in other Institutions/ States/ PAs	03	NA	

N.B.: Please provide details regarding 'Feedback Rating (d)' and 'Number of Outputs (e)'. A separate sheet (Appendix-II) may be used. Criteria for rating and awarding of marks on teaching and field inputs remains same for all scientists.

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### Part 2C: Advisory and Institutional Component

Table 3: Overall weightage for Advisory & Institutional Component:

(a) 15% for Scientist B, C & D.  
(b) 25% for Scientist E & above

S. No.	Advisory and Institutional contribution	Score	No. of outputs
		a	b
1.	Technical and Advisory Services to MoEFCC/ State Forest Department	3	
2.	Technical and Advisory Services to Other Agencies including International	2	
3.	Course Director of MSc, PG Diploma Course and Certificate Course	10	
4.	Coordinators/Directors of Workshop/Short Courses	3	
5.	Coordinators of Modules/Tours	3	
6.	Planning & Implementation of Institutional Activities	3	
7.	Wildlife Extension & Outreach Activities	2	

*N.B.: Please provide details (Serial No. 1 to 7 above) in a separate Appendix-III. Criteria for rating and awarding of marks advisory and institutional inputs remains same for all scientists but requirements varies.*

Please state any other planned activities and proposed achievements that will help you build on capabilities and demonstrate your commitment to values considered important by the Institute.

In view of your self-assessment, please state your plan for personal growth in knowledge, skills, capabilities and experiences, also state if any constraints to achieve these.

Signature of the Scientist

Date

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### Part 3: Evaluation by Reporting Officer

#### Part 3a: Research Component

Table 1: Overall Weightage for Research Component: (a) 45% for Scientist B, C, D and 25% for Scientist in UNESCO C2C at WII.

(b) 40% for Scientist E & above and 20% for Scientist in UNESCO C2C at WII.

WII.

S. No.	Category of Output	Score (a)	No. of Outputs		Total score (a x b x 0.8) + (a x c x 0.5)
			First Author/ Lead Author/ Corresponding Author/Supervisor (b)	Co-Author/ Co-Supervisor (c)	
1.	Publication in the Impact Factor Peer reviewed Journal	20			
2	Publication in the Non-Impact Factor but Peer reviewed Journal	15			
3	Short notes in peer reviewed publications	05			
4	Final Project Report	10			
5	Technical Manual	10			
6	Status Survey/Short study Report/ENVIS Chapters	05			
7	Book/Monographs (peer reviewed)	20			
8	Book/ENVIS Editors	10			
9	Book Chapter Peer Reviewed	10			
10	Ph.D. Thesis	15			
11	M.Sc. Thesis with more than 4 months field/lab works, maximum of 3 thesis	05			
12	M.Sc. Thesis with less than 4 months field/lab works, maximum of 3 thesis	03			
13	Conference/ Seminar Presentation abroad supported by published abstracts	05			
14	National Seminar Presentation supported by published abstracts	03			
15	New Research Projects Initiated*	20			

N.B.: Please provide a list of Outputs on a separate sheet (Appendix-I). Lead Author – Principal Investigator of the project or supervisor of thesis; Short study report – Report prepared based on ≤ one year project; in case of single author publication the author will get 100% marks; in case of joint publications the first author, corresponding author and lead author will get 80% each and others will get 50% each, similar division will be applicable in all publications.

\* This is applicable only to newly recruited Scientists B and C that too for first two years of their appointment.

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### Part 3b: Teaching and Training Component

Table 2: Overall Weightage for Teaching & Training Component: (a)40% for Scientist B, C, D.  
(b)35% for Scientist E & above.

S. No.	Category of Inputs	Score*	<sup>1</sup> Feedback Rating	<sup>2</sup> No. of Outputs (No. of classes/ sessions/ field days)	Total Score
		a	b	c	a x b x c
1.	Teaching Inputs in classroom and laboratory (MSc, APGDC, CC) (as reflected in feedback form) <sup>1</sup>	03	≥90% = 1		
			≥75% = 0.8		
2.	Field Tours Inputs (as reflected in feedback form) <sup>1</sup>	05	≥90% = 1		
			≥75% = 0.8		
3.	Evaluation and Assessment (evaluation of question answer papers, etc)	02	NA		
4.	Inputs in other courses/workshops of WII	03	NA		
5.	Inputs in other Institutions/ States/ PAs	03	NA		

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**Part 3c: Advisory and Institutional Component**

Table 3: Overall weightage for Advisory & Institutional Component:

- (a) 15% for Scientist B, C & D.; 35% for Scientist in UNESCO C2C at WII  
 (b) 25% for Scientist E & above; 45% for Scientist in UNESCO C2C at WII.

S. No.	Category of Output	Score	No. of outputs	Total score
		a	b	a x b
1.	Technical and Advisory Services to MoEFCC/ State Forest Department	3		
2.	Technical and Advisory Services to Other Agencies including International	2		
3	Course Director of MSc, PG Diploma and Certificate courses	10		
4	Coordinators/Directors of Workshop/Short Courses	3		
5.	Coordinators of Modules/Tours	3		
6.	Planning & Implementation of Institutional Activities	3		
7.	Wildlife Extension & Outreach Activities	2		
8.	Contribution in UNESCO C2C Activities at WII	25		

Table 4. Overall score of Professional Index

S.No.	Component	Marks scored	Limited to	Max. Marks	
				Scientist B, C, D	Scientist E, F, G
1.	Research			45	40
2.	Teaching and Training			40	35
3.	Advisory and Institutional			15	25
<b>Total</b>				100	100

**Signature of the Reporting Officer**

**Date**

*[Handwritten signatures and initials]*



## Part 4: Integrity and Ethics

Please read the following guidelines before evaluating the scientist for integrity and ethics.

*Guidelines issued by the Government of India, Department of Personnel, regarding, Integrity", vide O.M. No. S1/S/72-ESTT*

*A' dated 20May 1972.*

In every form of Confidential Report there should be a column regarding integrity to enable the Reporting Officer to make his remarks on the integrity of the Government servant reported upon. The following guidelines should be followed in the manner of making entries in the column relating to integrity:

- a) Supervisory Officer should maintain a confidential diary in which instances which create suspicion about the integrity of a subordinate should be noted from time to time and action to verify the truth of such suspicion should be taken expeditiously by making confidential enquiries departmentally or by referring the matter to the Special Police Establishment. At the time of recording the Annual Confidential Report this diary should be consulted and the material in it utilized for filling, in the column relating to integrity. If the column is not filled on account of the unconfirmed nature of the suspicious, further action should be taken in accordance with the following sub-paragraphs,
- b) The column pertaining to integrity in the character Roll should be left blank and a separate secret note about the doubts and suspicions regarding the Government servants integrity should be recorded simultaneously and followed up.
- c) A copy of the secret note should be sent together with the Character Roll to the next superior officer who should ensure that the follow up action is taken expeditiously.
- d) If, as a result of the follow-up action, a Government servant is exonerated, his integrity should be certified and an entry made in the Character Roll,
- e) If suspicions regarding his integrity are confirmed, this fact can also be recorded and duly communicated to the Government servant concerned,
- f) There may be cases in which after a secret report/ note has been recorded expressing suspicion about a Government servant's integrity, the inquiries that follow do not disclose sufficient material to remove the suspicion or to 'confirm' it. In such a case the Government servant's conduct should be watched for a further period, and in the meantime, he/she should as far as possible be kept away from positions in which there are opportunities for indulging in corrupt practices and thereafter action taken as indicated at (p") and (e) above,
- g) There are occasions when a Reporting Officer cannot in fairness to himself and to the Government servant reported upon, either certify integrity or make an adverse entry or even be in possession of any information which would enable him to make a secret report to the Head of the Department. Such instances can occur when a Government servant is serving in a remote station and the Reporting Officer has not had occasion to watch his work closely or when a Government servant has worked under the Reporting Officer only for a brief period or has been on a long leave etc. In all such cases, the Reporting Officer should make an entry in the integrity column to the effect that he has not watched the Government servant's work for sufficient time to be able to make any definite remark or that he has heard nothing against the Government servant's integrity, as the case may be. This would be a factual statement to which there can be no objection. But it is necessary that a superior officer should make every effort to form a definite judgement about the integrity of those working under him, as early as possible, so that he may be able to make a positive statement.

Please comment on the scientist's integrity and standards of ethics:

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**Part 5a: Decision of the Reviewing Officer**

1. Remarks of the Reviewing Officer: **I agree/I do not agree with the assessment of the Reporting Officer**

2. Comments of the Reviewing Officer (*in case of disagreement only*)

3. Signature of the Reviewing Officer with designation

4. Place and Date

**Part 5b: Decision of the Accepting Officer**

1. Remarks of the Accepting Officer: **I agree/I do not agree with the assessment of the Reviewing Officer**

2. Comments of the Accepting Officer (*in case of disagreement only*)

3. Signature of the Accepting Officer with designation

4. Place and Date

The block contains five handwritten signatures in blue ink, arranged horizontally. From left to right: a stylized signature, a signature that appears to be 'Sain', a signature that appears to be 'De', a signature that appears to be 'Bally', and a signature that appears to be 'Agued'. Below the 'Bally' signature, there is a small handwritten 'Asl'.



## Part 6. Scientist's Targets for Coming Year and Continual Growth Plan

Scientists should be clear of the expectations against which they will be evaluated. This form provides the scientist and reporting officers to set "stretch"-goals (ambitious but not impossible goals) for achievements for the coming year given the enabling mechanisms and availability of facilities/resources (available and accessible both within or outside the institute. The completion of this form is in the best interest of the scientist, reporting, reviewing and accepting officers and objectivity of the evaluation exercise. This form would be updated at mid-year, to take into account of changed circumstances, if any.

(Please note: While Part 1-5 of the form are to be submitted by January 31<sup>st</sup> of the year, Part 6 can be completed by February 28<sup>th</sup>. The scientist can retain the original while the reporting officer can retain a photocopy for future reference.)

S.	Professional Index	No. of Outputs/ Activities Planned*
<b>I</b>	<b>Research</b>	
1.	Peer reviewed paper (International)	
2.	Peer reviewed report (International)	
3.	Peer reviewed paper (National)	
4.	Peer reviewed report (National)	
5.	Research Report	
6.	Technical Manual	
7.	Status Survey Report	
8.	Monographs	
9.	Book	
10.	Book Chapter	
11.	Ph.D. Thesis	
12.	M.Sc. Dissertation	
13.	Dissertation (Others)	
14.	International Seminar/ Workshop Presentation	
15.	National Seminar/ Workshop Presentation	
<b>II.</b>	<b>Teaching and Training</b>	
1.	Teaching Inputs	
2.	Field Inputs	
3.	Development of training material	
4.	Evaluation and Assessment	
5.	Inputs in other Institutions/ States/ PAs	
<b>III.</b>	<b>Advisory and Institutional</b>	
1.	Technical and Advisory Services to MoEF/ State Forest Department	
2.	Technical and Advisory Services to Other Agencies including	
3.	Planning & Implementation of Institutional Activities	
4.	Wildlife Extension & Outreach Activities	
5.	UNESCO C2C at WII Activities	

N.B.: Please provide details of outputs/ activities (Serial No. 1, 2, 3 & 4) in a separate Appendix-IV.





2. Please state any other planned activities and proposed achievements that will help you build on capabilities and demonstrate your commitment to values considered important by the Institute.


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3. In view of your self-assessment, please state your plan for personal growth in knowledge, skills, capabilities and experiences.

Time period (start -end date)	Additional qualifications/ training, gathering of experience, attendance of conferences and field visits etc planned.

Signature of the Reporting Officer	Signature of the Scientist
Date	Date









## Schedule – 01

01	Name of Post	Scientist-B
02	Number of the posts (sanctioned strength)	33*
03	Classification of the post	Group-A Scientific post
04	Scale of Pay	Pay Matrix Level – 10 (56100-177500)
05	Whether 'Selection' or 'Non-selection' post	Selection by Direct Recruitment
06	Age Limit for direct recruitment	28 years for the candidates having Masters Degree  OR 33 years for the candidates having Ph.D in the relevant field.
07	Educational and Other Qualifications required for Direct Recruitment	Masters Degree in First Class.  OR Ph.D in the relevant field.
08	Whether age and educational qualifications prescribed for direct recruits will apply in case of the departmental candidates	Departmental Candidates will be provided age relaxation as per Government of India Rules.
09	Period of probation, if any	One year
10	Methods of recruitment, whether by direct recruitment, promotion or deputation/transfer and percentage of the vacancies to be filled by various methods	Candidates will be called for written test by the Institute's Committee. First ten ranking candidates for each post subject to a minimum of 50% marks obtained in written test shall be called for interview. The Institute's Selection cum Assessment Promotion Committee (ICSAP) will assess the candidates based on the academic record, experience in the relevant field, special achievements / awards, teaching experience, publications, and extension / education /institution building. Relative weightage for written test and interview would be 70 and 30 percent respectively.
11	In case of recruitment by promotion/deputation/transfer, grades from which promotion/ deputation/ transfer is to be made	100% by direct recruitment.

12	If Departmental Promotion Committee exist what is its compositions	<p><i>Chairperson</i> An eminent scientist/ wildlife manager/ conservationist with adequate experience of field conservation.</p> <p><i>Members (3 Nos.)</i> Eminent scientists/professionals with experience in forestry &amp; wildlife conservation or management/ wildlife biology/ human dimension of wildlife conservation/ Social Sciences.</p> <p><i>Member</i> One representative of Ministry of Environment &amp; Forests, Government of India at the level of Inspector General of Forests.</p> <p><i>Member-Secretary</i> Director, WII.</p> <p><b>Subject Matter Specialist:</b> In addition to the above, two Subject Matter Specialists (SMS) may be co-opted in the ICSAP. The SMS will not have any fixed tenure but will be invited on a case to case basis. The SMS will be nominated by the Chairman, ICSAP.</p> <p><b>Quorum:</b> The quorum for the meeting of the ICSAP shall be four members including the Chairperson and at least one SMS. The Chairperson of the Committee may nominate any member of the Committee to act as Chairperson of the Committee in his/her place, if required</p>
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not Applicable

**\*Note:** The total sanctioned strength of Group-A Scientific Posts (Scientist-B/C/D/E/F/G) is 47. 30% of the total strength i.e. 14 positions are earmarked for deputation appointment by forest officers. The remaining 33 Group-A sanctioned scientific positions in the Institute are for direct recruitment. The Institute follows Flexible Complementing Scheme (FCS) of Government of India for career progression of Scientists.



## Schedule – 02

01	Name of Post	Scientist-C
02	Number of the posts (sanctioned strength)	*
03	Classification of the post	Group-A Scientific post
04	Scale of Pay	Pay Matrix Level – 11 (67,700-2,08,700)
05	Whether 'Selection' or 'Non-selection' post	Selection by Direct Recruitment
06	Age Limit for direct recruitment	31 years for the candidates having Masters Degree  OR 34 years for the candidates having Ph.D in the relevant field.
07	Educational and Other Qualifications required for Direct Recruitment	Masters Degree in First Class with three years of experience in the relevant areas.  OR Ph.D with one year professional experience in the relevant field.
08	Whether age and educational qualifications prescribed for direct recruits will apply in case of the departmental candidates	Departmental Candidates will be provided age relaxation as per Government of India Rules.
09	Period of probation, if any	One year
10	Methods of recruitment, whether by direct recruitment, promotion or deputation/transfer and percentage of the vacancies to be filled by various methods	Candidates will be called for written test by the Institute's Committee. First ten ranking candidates for each post subject to a minimum of 50% marks obtained in written test shall be called for interview. The Institute's Selection cum Assessment Promotion Committee (ICSAP) will assess the candidates based on the academic record, experience in the relevant field, special achievements / awards, teaching experience, publications, and extension / education /institution building. Relative weightage for written test and interview would be 70 and 30 percent respectively.
11	In case of recruitment by promotion/deputation/transfer, grades from which promotion/ deputation/ transfer is to be made	100% by direct recruitment; failing which by transfer on deputation or by short term contract basis.

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12	If Departmental Promotion Committee exist what is its compositions	<b>Chairperson</b> An eminent scientist/ wildlife manager/ conservationist with adequate experience of field conservation.
		<b>Members (3 Nos.)</b> Eminent scientists/professionals with experience in forestry & wildlife conservation or management/ wildlife biology/ human dimension of wildlife conservation/ Social Sciences.
		<b>Member</b> One representative of Ministry of Environment & Forests, Government of India at the level of Inspector General of Forests.
		<b>Member-Secretary</b> Director, WII.
		<b>Subject Matter Specialist:</b> In addition to the above, two Subject Matter Specialists (SMS) may be co-opted in the ICSAP. The SMS will not have any fixed tenure but will be invited on a case to case basis. The SMS will be nominated by the Chairman, ICSAP.  <b>Quorum:</b> The quorum for the meeting of the ICSAP shall be four members including the Chairperson and at least one SMS. The Chairperson of the Committee may nominate any member of the Committee to act as Chairperson of the Committee in his/her place, if required
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not Applicable

**\*Note:** The total sanctioned strength of Group-A Scientific Posts (Scientist-B/C/D/E/F/G) is 47. 30% of the total strength i.e. 14 positions are earmarked for deputation appointment by forest officers. The remaining 33 Group-A sanctioned scientific positions in the Institute are for direct recruitment. The Institute follows Flexible Complementing Scheme (FCS) of Government of India for career progression of Scientists.









### Schedule – 03

01	Name of Post	Scientist-D
02	Number of the posts (sanctioned strength)	*
03	Classification of the post	Group-A Scientific post
04	Scale of Pay	Pay Matrix Level – 12 (78800-2,09,200)
05	Whether 'Selection' or 'Non-selection' post	Selection by Direct Recruitment
06	Age Limit for direct recruitment	35 years for the candidates having Masters Degree  OR 38 years for the candidates having Ph.D in the relevant field.
07	Educational and Other Qualifications required for Direct Recruitment	Masters Degree in First Class with seven years of experience in the relevant areas.  OR Ph.D with four year professional experience in the relevant field.
08	Whether age and educational qualifications prescribed for direct recruits will apply in case of the departmental candidates	Departmental Candidates will be provided age relaxation as per Government of India Rules.
09	Period of probation, if any	One year
10	Methods of recruitment, whether by direct recruitment, promotion or deputation/transfer and percentage of the vacancies to be filled by various methods	Candidates will be called for written test by the Institute's Committee. First ten ranking candidates for each post subject to a minimum of 50% marks obtained in written test shall be called for interview. The Institute's Selection cum Assessment Promotion Committee (ICSAP) will assess the candidates based on the academic record, experience in the relevant field, special achievements / awards, teaching experience, publications, and extension / education /institution building. Relative weightage for written test and interview would be 70 and 30 percent respectively.
11	In case of recruitment by promotion/deputation/transfer, grades from which promotion/ deputation/ transfer is to be made	100% by direct recruitment; failing which by transfer on deputation or by short term contract basis.

12	If Departmental Promotion Committee exist what is its compositions	<b>Chairperson</b> An eminent scientist/ wildlife manager/ conservationist with adequate experience of field conservation.
		<b>Members (3 Nos.)</b> Eminent scientists/professionals with experience in forestry & wildlife conservation or management/ wildlife biology/ human dimension of wildlife conservation/ Social Sciences.
		<b>Member</b> One representative of Ministry of Environment & Forests, Government of India at the level of Inspector General of Forests.
		<b>Member-Secretary</b> Director, WII.
		<b>Subject Matter Specialist:</b> In addition to the above, two Subject Matter Specialists (SMS) may be co-opted in the ICSAP. The SMS will not have any fixed tenure but will be invited on a case to case basis. The SMS will be nominated by the Chairman, ICSAP.  <b>Quorum:</b> The quorum for the meeting of the ICSAP shall be four members including the Chairperson and at least one SMS. The Chairperson of the Committee may nominate any member of the Committee to act as Chairperson of the Committee in his/her place, if required
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not Applicable

**\*Note:** The total sanctioned strength of Group-A Scientific Posts (Scientist-B/C/D/E/F/G) is 47. 30% of the total strength i.e. 14 positions are earmarked for deputation appointment by forest officers. The remaining 33 Group-A sanctioned scientific positions in the Institute are for direct recruitment. The Institute follows Flexible Complementing Scheme (FCS) of Government of India for career progression of Scientists.

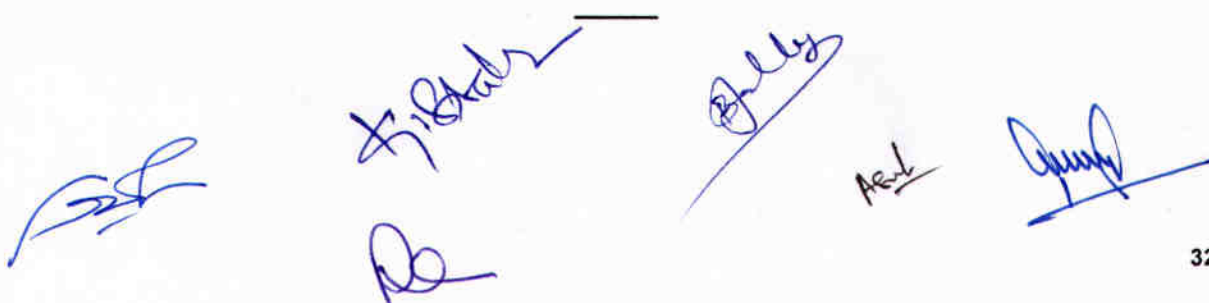


## Schedule – 04

01	Name of Post	Scientist-E
02	Number of the posts (sanctioned strength)	*
03	Classification of the post	Group-A Scientific post
04	Scale of Pay	Pay Matrix Level – 13 (1,23,100-2,15,900)
05	Whether 'Selection' or 'Non-selection' post	Selection by Direct Recruitment
06	Age Limit for direct recruitment	38 years for the candidates having Masters Degree  OR 40 years for the candidates having Ph.D in the relevant field.
07	Educational and Other Qualifications required for Direct Recruitment	Masters Degree in First Class with eleven years of experience in the relevant areas.  OR Ph.D with eight years professional experience in the relevant field.
08	Whether age and educational qualifications prescribed for direct recruits will apply in case of the departmental candidates	Departmental Candidates will be provided age relaxation as per Government of India Rules.
09	Period of probation, if any	One year
10	Methods of recruitment, whether by direct recruitment, promotion or deputation/transfer and percentage of the vacancies to be filled by various methods	Candidates will be called for seminar based evaluation by the Institute's Committee. First ten ranking candidates for each post subject to a minimum of 50% marks obtained in seminar based evaluation shall be called for interview. The Institute's Selection cum Assessment Promotion Committee (ICSAP) will assess the candidates based on the academic record, experience in the relevant field, special achievements / awards, teaching experience, publications, and extension / education / institution building. Relative weightage for written test and interview would be 70 and 30 percent respectively.
11	In case of recruitment by promotion/deputation/transfer, grades from which promotion/ deputation/ transfer is to be made	100% by direct recruitment; failing which by transfer on deputation or by short term contract basis.

12	If Departmental Promotion Committee exist what is its compositions	<p><i>Chairperson</i> An eminent scientist/ wildlife manager/ conservationist with adequate experience of field conservation.</p> <p><i>Members (3 Nos.)</i> Eminent scientists/professionals with experience in forestry &amp; wildlife conservation or management/ wildlife biology/ human dimension of wildlife conservation/ Social Sciences.</p> <p><i>Member</i> One representative of Ministry of Environment &amp; Forests, Government of India at the level of Inspector General of Forests.</p> <p><i>Member-Secretary</i> Director, WII</p> <p><b>Subject Matter Specialist:</b> In addition to the above, two Subject Matter Specialists (SMS) may be co-opted in the ICSAP. The SMS will not have any fixed tenure but will be invited on a case to case basis. The SMS will be nominated by the Chairman, ICSAP.</p> <p><b>Quorum:</b> The quorum for the meeting of the ICSAP shall be four members including the Chairperson and at least one SMS. The Chairperson of the Committee may nominate any member of the Committee to act as Chairperson of the Committee in his/her place, if required</p>
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not Applicable

**\*Note:** The total sanctioned strength of Group-A Scientific Posts (Scientist-B/C/D/E/F/G) is 47. 30% of the total strength i.e. 14 positions are earmarked for deputation appointment by forest officers. The remaining 33 Group-A sanctioned scientific positions in the Institute are for direct recruitment. The Institute follows Flexible Complementing Scheme (FCS) of Government of India for career progression of Scientists.



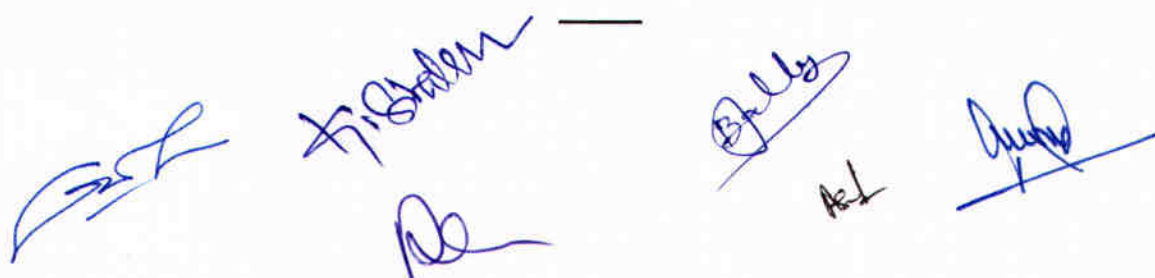


### Schedule – 05

01	Name of Post	Scientist-F
02	Number of the posts (sanctioned strength)	*
03	Classification of the post	Group-A Scientific post
04	Scale of Pay	Pay Matrix Level – 13-A (1,31,100-2,16,600)
05	Whether 'Selection' or 'Non-selection' post	Selection by Direct Recruitment
06	Age Limit for direct recruitment	41 years for the candidates having Masters Degree  OR 43 years for the candidates having Ph.D in the relevant field.
07	Educational and Other Qualifications required for Direct Recruitment	Masters Degree in First Class with sixteen years of experience in the relevant areas.  OR Ph.D with thirteen years professional experience in the relevant field.
08	Whether age and educational qualifications prescribed for direct recruits will apply in case of the departmental candidates	Departmental Candidates will be provided age relaxation as per Government of India Rules.
09	Period of probation, if any	One year
10	Methods of recruitment, whether by direct recruitment, promotion or deputation/transfer and percentage of the vacancies to be filled by various methods	Candidates will be called for seminar based evaluation by the Institute's Committee. First ten ranking candidates for each post subject to a minimum of 50% marks obtained in seminar based evaluation shall be called for interview. The Institute's Selection cum Assessment Promotion Committee (ICSAP) will assess the candidates based on the academic record, experience in the relevant field, special achievements / awards, teaching experience, publications, and extension / education /institution building. Relative weightage for written test and interview would be 70 and 30 percent respectively.
11	In case of recruitment by promotion/deputation/transfer, grades from which promotion/ deputation/ transfer is to be made	100% by direct recruitment; failing which by transfer on deputation or by short term contract basis.

12	If Departmental Promotion Committee exist what is its compositions	<b>Chairperson</b> An eminent scientist/ wildlife manager/ conservationist with adequate experience of field conservation.
		<b>Members (3 Nos.)</b> Eminent scientists/professionals with experience in forestry & wildlife conservation or management/ wildlife biology/ human dimension of wildlife conservation/ Social Sciences.
		<b>Member</b> One representative of Ministry of Environment & Forests, Government of India at the level of Inspector General of Forests.
		<b>Member-Secretary</b> Director, WI
		<b>Subject Matter Specialist:</b> In addition to the above, two Subject Matter Specialists (SMS) may be co-opted in the ICSAP. The SMS will not have any fixed tenure but will be invited on a case to case basis. The SMS will be nominated by the Chairman, ICSAP.  <b>Quorum:</b> The quorum for the meeting of the ICSAP shall be four members including the Chairperson and at least one SMS. The Chairperson of the Committee may nominate any member of the Committee to act as Chairperson of the Committee in his/her place, if required
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not Applicable

**\*Note:** The total sanctioned strength of Group-A Scientific Posts (Scientist-B/C/D/E/F/G) is 47. 30% of the total strength i.e. 14 positions are earmarked for deputation appointment by forest officers. The remaining 33 Group-A sanctioned scientific positions in the Institute are for direct recruitment. The Institute follows Flexible Complementing Scheme (FCS) of Government of India for career progression of Scientists.





### Schedule – 06

01	Name of Post	Scientist-G
02	Number of the posts (sanctioned strength)	*
03	Classification of the post	Group-A Scientific post
04	Scale of Pay	Pay Matrix Level – 14 (1,44,200-2,18,200)
05	Whether 'Selection' or 'Non-selection' post	Selection by Direct Recruitment
06	Age Limit for direct recruitment	44 years for the candidates having Masters Degree  OR 46 years for the candidates having Ph.D in the relevant field.
07	Educational and Other Qualifications required for Direct Recruitment	Masters Degree in First Class with twenty one years of experience in the relevant areas.  OR Ph.D with eighteen years professional experience in the relevant field.
08	Whether age and educational qualifications prescribed for direct recruits will apply in case of the departmental candidates	Departmental Candidates will be provided age relaxation as per Government of India Rules.
09	Period of probation, if any	One year
10	Methods of recruitment, whether by direct recruitment, promotion or deputation/transfer and percentage of the vacancies to be filled by various methods	Candidates will be called for seminar based evaluation by the Institute's Committee. First ten ranking candidates for each post subject to a minimum of 50% marks obtained in seminar based evaluation shall be called for interview. The Institute's Selection cum Assessment Promotion Committee (ICSAP) will assess the candidates based on the academic record, experience in the relevant field, special achievements / awards, teaching experience, publications, and extension / education /institution building. Relative weightage for written test and interview would be 70 and 30 percent respectively.
11	In case of recruitment by promotion/deputation/transfer, grades from which promotion/ deputation/ transfer is to be made	100% by direct recruitment; failing which by transfer on deputation or by short term contract basis.

12	If Departmental Promotion Committee exist what is its compositions	<b>Chairperson</b> An eminent scientist/ wildlife manager/ conservationist with adequate experience of field conservation.
		<b>Members (3 Nos.)</b> Eminent scientists/professionals with experience in forestry & wildlife conservation or management/ wildlife biology/ human dimension of wildlife conservation/ Social Sciences.
		<b>Member</b> One representative of Ministry of Environment & Forests, Government of India at the level of Inspector General of Forests. For recruitment and assessment promotion at level of Scientist 'G' and above, the representative of the MoEFCC will be at the level of Additional Director General of Forests (ADGF).
		<b>Member-Secretary</b> Director, WI
		<b>Subject Matter Specialist:</b> In addition to the above, two Subject Matter Specialists (SMS) may be co-opted in the ICSAP. The SMS will not have any fixed tenure but will be invited on a case to case basis. The SMS will be nominated by the Chairman, ICSAP. <b>Quorum:</b> The quorum for the meeting of the ICSAP shall be four members including the Chairperson and at least one SMS. The Chairperson of the Committee may nominate any member of the Committee to act as Chairperson of the Committee in his/her place, if required
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not Applicable

**\*Note:** The total sanctioned strength of Group-A Scientific Posts (Scientist-B/C/D/E/F/G) is 47. 30% of the total strength i.e. 14 positions are earmarked for deputation appointment by forest officers. The remaining 33 Group-A sanctioned scientific positions in the Institute are for direct recruitment. The Institute follows Flexible Complementing Scheme (FCS) of Government of India for career progression of Scientists.

*[Handwritten signatures and initials]*