

**Department of Science and Technology**

**WISE-KIRAN Division**

[**https://dst.gov.in/**](https://dst.gov.in/)

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| **WISE-SCOPE Fellowship** |
| Societal challenges refer to problems and issues that affect societies on a large scale, often spanning across multiple domain such as economic, environment, technology, health, energy, waste, water, management, agriculture and more.  The WISE SCOPE Fellowship program of the Department of Science & Technology (DST) aims to provide opportunity to Women Scientists and Technologists who have completed Ph.D. and want to utilize their S&T knowledge and expertise for the benefit of society. This program promotes projects that directly deal with challenges at grassroots level and address them through S&T interventions. Projects under WISE-SCOPE (WISE-Societal Challenges with Opportunities) should provide S&T solutions to our social problems, livelihood generation, drudgery reduction, health and nutrition related issues, management of natural resources, sustainable agriculture, climate change, disaster management etc.  Project proposal should include the development of viable technology/technique with possibility of lab-to-land transfer, adaptation and scaling up for the benefit of society under following broad thematic areas.  **Broad Thematic Areas:**  1. Energy, Water and Waste Management (EWWM)  2. Engineering and Technology Development (ETD)  3. Environment, Climate and Sustainable Development (ECSD)  4. Agriculture and Allied Sciences (AAS)  5. Health, Food and Nutrition (HFN) Eligibility:  1. **Employment:** Candidates in regular employment are not eligible for WISE-SCOPE. However, women scientists who are temporarily employed in research or academics may apply in this program but they have to leave earlier assignment, if, selected in WISE-SCOPE program.   (*The position of applicant in any project, as Post-Doctoral Fellow, Research Associate, etc. will be considered as temporary assignment*.)   1. **Age:** The minimum age to apply is 27 years and maximum is 60 years as on the date of submission. 2. **Educational Qualification:** Women Scientists who have completed Ph.D. in Basic or Applied Sciences or having equivalent degree like MD/MS/MDS are eligible for WISE-SCOPE.   **Financial Support:** This Program provides the basic fellowship of the applicant @Rs.55000/- and HRA(as per norms) per month, Research Grant of Rs. 2.0 Lakh per year, Field Demonstration etc. of Rs. 1.0 Lakh (for project tenure) and cost of small equipment (up to a maximum of Rs. 2.0 Lakh) along with Institutional overhead charges as per DST norms.  **Project Tenure:** Up to 3 years.  **Selection Process:** Criteria of selection will be on the basis of Preliminary screening of eligibility, and then further Applicant’s credentials, identified societal challenge, Scientific methodology proposed, expected beneficiary on the ground by the outcome of the project, etc. and final selection would be made as per recommendations of the Subject Expert Committees (SECs). The final decision of DST will be communicated to the applicants only after obtaining due administrative and financial approvals.  **How to apply**: The call is open for proposal submission under WISE-SCOPE at ePMS (<https://onlinedst.gov.in>). The proposal format is available at <https://dst.gov.in>, <https://onlinedst.gov.in>.  **For detailed information,** Please go through Guidelines at <https://dst.gov.in> and [https://online-wosa.gov.in](https://online-wosa.gov.in/). And for further clarification email at [enquiry-wosdst@gov.in](mailto:enquiry-wosdst@gov.in).  **Last Date of Submission:** Proposal submission is open throughout the year. |

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| **INSTRUCTIONS FOR FILLING ONLINE APPLICATION** |
| 1. Please refer detailed guidelines of the program at Annexure 7 of this document. 2. Log on <https://onlinedst.gov.in/> to access the home page of the “DST e-PMS Portal”. 3. Before filling up the form candidates are advised to carefully go through the Relevant Advertisement published at the DST Website ([www.dst.gov.in](http://www.dst.gov.in)) and also available under Schemes and Formats in the e-PMS Portal (<https://onlinedst.gov.in/Projectproposalformat.aspx>). 4. To save your time and avoid data loss, please download the proposal format, fill in all the information required as per the format (Word and PDF) file (**max. size 5Mb**), and then keep it ready for the upload during submission of mandatory documents. 5. Please keep ready all documents required (listed in “please note” section) to be uploaded in the online application. 6. Click on “New PI Registration” and fill in the requisite details for New user registration. **In the ‘Personal Information’ section, fill – Department, Institute, and Institute Address as per the Host Institute identified for WISE-SCOPE Fellowship project. Fill in the Designation as ‘WISE-SCOPE Fellow’** 7. After logging-in, click on the “Submit proposals” link, which would take you to a page seeking information like – General information, Principal Investigator, Mentor detail, Suggested Referees (Those who are working and also experts in the proposed area), Financial Details, PFMS Details, Ongoing Project Details (if any), Programme details, then finally Submission. Fill in all the information sought against each menu, as applicable. 8. Please read subtopics under the Broad theme areas, given at Annexure 8. 9. Project detail under the Programme detail menu would require information about the category of the project. Please carefully choose the category of the project based on the objective and expected outcome of the proposed work. Need to mention about the specific challenge of the society which is getting addressed by this scientific proposal and also the target beneficiary which would be affected by its outcome. 10. In the ‘**Financial Details**’ section, enter the ‘WISE-SCOPE Fellow’ in description in each year of **fellowship** section of recurring budget section. The amount for each year calculated on the basis of Rs. 6,60,000/- per year (@Rs. 55,000/- per month). If claiming for **HRA**, fill in the amount on the basis of the applicable rate @ 9/ 18/ 27 percent (as per GOI norms for X, Y and Z class of city) of the fellowship amount. **Research grant** is @ Rs. 2,00,000/- per year. In case of **field testing, demonstration, or knowledge dissemination of the technology** the max. limit of @ Rs. 1,00,000/- is allocated. **Overhead** would be as per norms. **Non Recurring grant** is up to max. Rs. 2,00,000/- for **small equipment**. In case of request of more than one small equipment within the max limit, please fill names of each equipment with its cost in desired year. Quotation of each equipment would require to be uploaded as supporting document. Justification of all requirements (especially research grant, equipment etc.) should properly be filled. 11. If you have the PFMS Unique Agency Code of the Host Institute, fill it in the ‘PFMS Details’; else, leave this section. It will require later during project amount release process, therefore keep this information ready later on accordingly, if not available now. 12. After filling in all the above particulars, preview all given details before the final submission of the application form by clicking on the “Preview” button. The preview page will display all facts/ particulars that you have mentioned. If there is something that you wish to update, go back and correct the information or else proceed with the filled details by clicking on the “Submit” button to finally push data into the server. 13. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the FINAL SUBMIT BUTTON. |

**LAST DATE FOR RECEIPT OF APPLICATIONS**

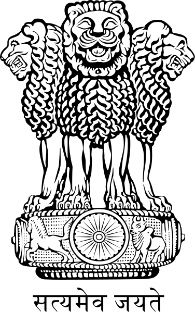
**The online Application portal is open throughout the year for proposal submission.**

**For any enquiry, please contact** [enquiry-wosdst@gov.in](mailto:enquiry-wosdst@gov.in)

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| **PLEASE NOTE** |
| 1. It is mandatory to submit the proposals only through **online mode**. 2. The PI is required to see the completeness of the application before it is submitted finally. The PI shall keep a copy of the submitted proposal for their reference. There is **no need to submit hard copy of the proposal at the DST.** 3. In case of more than one proposals found submitted by the same PI, the last submitted proposal would be considered for evaluation. 4. Incomplete or wrongly filled-up application format or application with a lack of essential information/ documents will be summarily rejected. 5. Proposal submitted through e-mail will not be entertained. Application format is available at the online portal (<https://onlinedst.gov.in/>, <https://online-wosa.gov.in/>)/ given on the website (<https://dst.gov.in/>). Submission of proposals other than in the prescribed format shall summarily be rejected without any further processing as per programme norms.   **Mandatory Documents** to be uploaded with the Online Application:     * 1. CV of Mentor (pdf max 500KB)   2. Conflict of Interest Policy Document (pdf max 800kb)   3. Endorsement from Head of the Institute (pdf max 800kb)   4. Complete Project Proposal (pdf and word both max 5 mb each)   5. Highest Degree Certificate (pdf 800kb)   6. Consent Letter from Mentor (pdf max 800kb)   7. Undertaking (pdf max 800kb)   8. HRA declaration certificate (pdf max 800kb)   9. Date of Birth Proof (pdf max 800kb) |

**Please note that an incomplete Proposal/ Proposal not in the prescribed Format would summarily be rejected and no correspondence in such cases would be made in this respect.** The name of the successful candidates shall be displayed on the Website after the completion of the evaluation process.

**Annexure 1**



**Ministry of Science and Technology**

**Department of Science and Technology**  
  
  
**Prescribed Format of Application for**

**WISE-SCOPE Fellowship**

Theme Area Codes : 

1. Energy, Water and Waste Management EWWM

2. Engineering and Technology Development ETD

3. Environment, Climate and Sustainable Development ECSD

4. Agriculture and Allied Sciences AAS

5. Health, Food and Nutrition HFN

**DECLARATION BY THE CANDIDATE**

I hereby certify that the information filled on each page of this application is true and correct in all respects. I understand that if any information provided found incorrect at any point of time during the process of evaluation or even during the project tenure, my application/Project can summarily be rejected/terminated.

**(Signature of Applicant)**

**Date:**

**Place:**



**Government of India**

**Ministry of Science and Technology**

**Department of Science and Technology**

**WISE-SCOPE Fellowship**

Application Format

https://dst.gov.in/

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| 1. **Personal Details** | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.1 | Name of Project/ Principal Investigator |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.2 | Father/ Mother Name |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.3 | Category |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.4 | Date of Birth (DD/MM/YYYY) |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.5 | Marital Status |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.6 | Husband Name (if married) |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.7 | Telephone (o) |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.8 | Telephone (R) |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.9 | Fax |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.10 | Mobile |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.11 | Email |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.12 | Corresponding Address |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.13 | City |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.14 | Pin |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.15 | State |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.16 | Employment Status |  | | | | | | | | | | | | | | | | | | | | | | |
| 1.17 | Break in Career (if any) | From …………………… To………………………. | | | | | | | | | | | | | | | | | | | | | | |
| 1.18 | Reason of break |  | | | | | | | | | | | | | | | | | | | | | | |
| 1. **Academic Qualification** | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 | Educational Qualification (12th Onwards) | Degree | | | Year of Completion | | | | | | | | University/Board/ Institute | | | | | | Subjects | | | | Percentage of Marks/ CGPA | |
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| 2.2 | Highest Qualification |  | | | | | | | | | | | | | | | | | | | | | | |
| 2.3 | Subject Area |  | | | | | | | | | | | | | | | | | | | | | | |
| 2.4 | Year of completion |  | | | | | | | | | | | | | | | | | | | | | | |
| 2.5 | Thesis Title |  | | | | | | | | | | | | | | | | | | | | | | |
| 2.6 | Guide Name, Designation, Address |  | | | | | | | | | | | | | | | | | | | | | | |
| 2.7 | Last three Years Employment details in Academics/ Research (if any) | Sl. No. | Designation | | | | | | Employer’s Name and Address | | | | | | From (Date) | | | To (Date) | | | Job Description | | | |
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| 2.8 | Total number of Publications |  | | | | | | | | | | | | | | | | | | | | | | |
| 2.9 | References and detail of significant (most cited) five publications (if any) | Authors | | Year | | | Title of Paper | | | | | | Journal Name | | | Impact Factor | | | | | | Page | | Vol |
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| 2.10 | Suggest three Referees detail working in the proposed area | Name | | | | | | Designation | | | | | | | | | Affiliation | | | | | | | |
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| 1. **Project Detail** | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 | Title |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.2 | Theme Area |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.3 | Specific Challenge of the society being addressed with the project |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.4 | Objective |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.5 | Project summary (within 500 words) |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.6 | Key words |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.7 | Name of the Proposed Host Institute |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.8 | Department Name |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.9 | Address |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.10 | City |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.11 | Pin |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.12 | State |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.13 | Review of proposed work |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.14 | Methodology |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.15 | Work Plan to achieve the objective | Year 1 | | | | | | | | Year 2 | | | | | | Year 3 | | | | | | | | |
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| 3.16 | Expected Deliverables of the project |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.17 | Societal Aspect of Proposed Work |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.18 | Proposed Scientific Intervention to address the problem |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.19 | Beneficiary Population |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.20 | Category of Project Proposal | (Please fill appropriate category. It may be one or more than one) | | | | | | | | | | | | | | | | | | | | | | |
|  | 1. Development of the Technology/Process/Product and Transfer | Yes/No | | | | | Explain How (not more than 200 words) | | | | | | | | | | | | | | | | | |
|  | 1. Available Technology to be Validation and adaptation | Yes/No | | | | | Explain How (not more than 200 words) | | | | | | | | | | | | | | | | | |
|  | 1. Technology and the knowledge dissemination among community | Yes/No | | | | | Explain How (not more than 200 words) | | | | | | | | | | | | | | | | | |
|  | 1. Adaptation of the technology by the society | Yes/No | | | | | Explain How (not more than 200 words) | | | | | | | | | | | | | | | | | |
| 3.21 | Possibility of scaling up? (Yes/No) | (if yes, please give plan) | | | | | | | | | | | | | | | | | | | | | | |
| 3.22 | Technology Readiness Level (TRL) |  | | | | | | | | | | | | | | | | | | | | | | |
| 3.23 | Details of required field work (if any) |  | | | | | | | | | | | | | | | | | | | | | | |
| 1. **Host Institution and Mentor’s Detail** | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 | Name of Host Institution |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.2 | Type of Institution |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.3 | Address |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.4 | City |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.5 | Pin |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.6 | State |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.7 | PFMS Unique Code of Host Institute |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.8 | Name of Mentor |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.9 | Designation |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.10 | Department |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.11 | Contact details (Email & phone) |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.12 | Specialization area |  | | | | | | | | | | | | | | | | | | | | | | |
| 4.13 | The most cited last 10 significant publication details which also had societal relevance (if any) | Authors | | Year | | | Title | | | | Journal Name | | | Impact Factor | | | | Page | | | | | | Vol |
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| 1. **Budget Details** | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1 | NON-RECURRING | Year 1(₹) | | | | Year 2(₹) | | | | | | Year 3(₹) | | | | | | | | Total (₹) | | | | |
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|  | i. Equipment |  | | | |  | | | | | |  | | | | | | | |  | | | | |
| 5.2 | RECURRING |  | | | |  | | | | | |  | | | | | | | |  | | | | |
|  | 1. Fellowship |  | | | |  | | | | | |  | | | | | | | |  | | | | |
|  | ii. HRA |  | | | |  | | | | | |  | | | | | | | |  | | | | |
| iii. Research Grant |  | | | |  | | | | | |  | | | | | | | |  | | | | |
| iv. Field Demonstration |  | | | |  | | | | | |  | | | | | | | |  | | | | |
|  | v. Overhead |  | | | |  | | | | | |  | | | | | | | |  | | | | |
| 5.3 | Justifications of each requirement |  | | | | | | | | | | | | | | | | | | | | | | |
| 1. **Documents to be provided as attachment with application (all documents are mandatory)** | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.1 | CV of Mentor |  | | | | | | | | | | | | | | | | | | | | | | |
| 6.2 | Conflict of Interest Policy Document |  | | | | | | | | | | | | | | | | | | | | | | |
| 6.3 | Endorsement from Head of the Institute |  | | | | | | | | | | | | | | | | | | | | | | |
| 6.4 | Highest Degree Certificate |  | | | | | | | | | | | | | | | | | | | | | | |
| 6.5 | Consent Letter from Mentor |  | | | | | | | | | | | | | | | | | | | | | | |
| 6.6 | Undertaking |  | | | | | | | | | | | | | | | | | | | | | | |
| 6.7 | HRA declaration certificate |  | | | | | | | | | | | | | | | | | | | | | | |
| 6.8 | Date of Birth Proof |  | | | | | | | | | | | | | | | | | | | | | | |

**NOTE:** *Each information requested in application form is mandatory to befilled. Any missing information may lead for rejection of application. If the applicant is not applicable or not having information against any point, may write NA or NIL appropriately. Any Incorrect information provided would lead the project summarily rejected and no further communication will be entertained on this matter in future.*

# **Annexure 2**

# **DEPARTMENT OF SCIENCE AND TECHNOLOGY POLICY ON CONFLICT OF INTEREST**

**FOR REVIEWER & COMMITTEE MEMBER or APPLICANT or DST OFFICER ASSOCIATED/ DEALING WITH THE SCHEME/ PROGRAM OF DST**

Issues of Conflicts of Interest and ethics in scientific research and research management have assumed greater prominence, given the larger share of Government funding in the country's R & D scenario. The following policy pertaining to general aspects of Conflicts of Interest and code of ethics, are objective measures that is intended to protect the integrity of the decision making processes and minimize biasness. The policy aims to sustain transparency, increase accountability in funding mechanisms and provide assurance to the general public that processes followed in award of grants are fair and non-discriminatory. The Policy aims to avoid all forms of bias by following a system that is fair, transparent and free from all influence/ unprejudiced dealings, prior to, during and subsequent to the currency of the programme to be entered into with a view to enable public to abstain from bribing or any corrupt practice in order to secure the award by providing assurance to them that their competitors will also refrain from bribing and other corrupt practice and the decision makers will commit to prevent corruption, in any form, by their officials by following transparent procedures. This will also ensure a global acceptance of the decision making process adopted by DST.

# **Definition of Conflict of Interest:**

Conflict of Interest means "any interest which could significantly prejudice an individual's objectivity in the decision making process, thereby creating an unfair competitive advantage for the individual or to the organization which he/she represents". The Conflict of Interest also encompasses situations where an individual, in contravention to the accepted norms and ethics, could exploit his/her obligatory duties for personal benefits.

# **Coverage of the Policy:**

1. The provisions of the policy shall be followed by persons applying for and receiving funding from DST, Reviewers of the proposal and Members of Expert Committees and Programme Advisory Committees. The provisions of the policy will also be applicable on all individuals including Officers of DST connected directly or indirectly or through intermediaries and Committees involved in evaluation of proposals and subsequent decision making process.
2. This policy aims to minimize aspects that may constitute actual Conflict of Interests, apparent Conflict of Interests and potential Conflict of Interests in the funding mechanisms that are presently being operated by DST. The policy also aims to cover, although not limited to, Conflict of interests that are Financial (gains from the outcomes of the proposal or award), Personal (association of relative / Family members) and Institutional (Colleagues, Collaborators, Employer, persons associated in a professional career of an individual such as Ph.D. supervisor etc.)

# **Specifications as to what constitutes Conflict of Interest.**

Any of the following specifications (non-exhaustive list) imply Conflict of Interest if,

* 1. Due to any reason by which the Reviewer/Committee Member cannot deliver fair and objective assessment of the proposal.
  2. The applicant is a directly relative# or family member (including but not limited to spouse, child, sibling, parent) or personal friend of the individual involved in the decision making process or alternatively, if any relative of an Officer directly involved in any decision making process / has influenced interest/ stake in the applicant’s form etc.
  3. The applicant for the grant/award is an employee or employer of an individual involved in the process as a Reviewer or Committee Member; or if the applicant to the grant/award has had an employer-employee relationship in the past three years with that individual.
  4. The applicant to the grant/award belongs to the same Department as that of the Reviewer/Committee Member.
  5. The Reviewer/Committee Member is a Head of an Organization from where the applicant is employed.
  6. The Reviewer /Committee Member is or was, associated in the professional career of the applicant (such as Ph.D. supervisor, Mentor, present Collaborator etc.)
  7. The Reviewer/Committee Member is involved in the preparation of the research proposal submitted by the applicant.
  8. The applicant has joint research publications with the Reviewer/Committee Member in the last three years.
  9. The applicant/Reviewer/Committee Member, in contravention to the accepted norms and ethics followed in scientific research has a direct/indirect financial interest in the outcomes of the proposal.
  10. The Reviewer/Committee Member stands to gain personally should the submitted proposal be accepted or rejected.

# The Term “Relative” for this purpose would be referred in section 6 of Companies Act , 1956.

# **Regulation**:

The DST shall strive to avoid conflict of interest in its funding mechanisms to the maximum extent possible. Self-regulatory mode is however recommended for stake holders involved in scientific research and research management, on issues pertaining to Conflict of Interest and scientific ethics. Any disclosure pertaining to the same must be made voluntarily by the applicant/Reviewer/Committee Member.

# **Confidentiality:**

The Reviewers and the Members of the Committee shall safeguard the confidentiality of all discussions and decisions taken during the process and shall refrain from discussing the same with any applicant or a third party, unless the Committee recommends otherwise and records for doing so.

# **Code of Conduct**

* 1. **To be followed by Reviewers/Committee Members**:

1. All reviewers shall submit a conflict of interest statement, declaring the presence or absence of any form of conflict of interest.
2. The reviewers shall refrain from evaluating the proposals if the conflict of interest is established or if it is apparent.
3. All discussions and decisions pertaining to conflict of interest shall be recorded in the minutes of the meeting.
4. The Chairman of the Committee shall decide on all aspects pertaining to conflict of interests.
5. The Chairman of the Committee shall request that all members disclose if they have any conflict of interest in the items of the agenda scheduled for discussion.
6. The Committee Members shall refrain from participating in the decision making process and leave the room with respect to the specific item where the conflict of interest is established or is apparent.
7. If the Chairman himself/herself has conflict of interest, the Committee may choose a Chairman from among the remaining members, and the decision shall be made in consultation with Member Secretary of the Committee.
8. It is expected that a Committee member including the Chair-person will not seek funding from a Committee in which he/she is a member. If any member applies for grant, such proposals will be evaluated separately outside the Committee in which he/she is a member.

# **To be followed by the Applicant to the Grant/Award:**

1. The applicant must refrain from suggesting referees with potential Conflict of Interest that may arise due to the factors mentioned in the specifications described above in Point No. 2.
2. The applicant may mention the names of individuals to whom the submitted proposal should not be sent for refereeing, clearly indicating the reasons for the same

# **To be followed by the Officers dealing with Programs in DST:**

1. While it is mandatory for the program officers to maintain confidentiality as detailed in point no. 6 above, they should declare, in advance, if they are dealing with grant applications of a relative or family member (including but not limited to spouse, child, sibling, parent) or thesis/ post-doctoral mentor or stands to benefit financially if the applicant proposal is funded. In such cases, DST will allot the grant applications to the other program officer.

# **Sanction for violation**

* 1. **For a) Reviewers / Committee Members and b) Applicant**

Any breach of the code of conduct will invite action as decided by the Committee.

# **For Officers dealing with Program in DST**

Any breach of the code of conduct will invite action under present provision of CCS (conduct Rules), 1964.

# **Final Appellate authority:**

Secretary, DST shall be the appellate authority in issues pertaining to conflict of interest and issues concerning the decision making process. The decision of Secretary, DST in these issues shall be final and binding.

# **Declaration**

**I have read the above “Policy on Conflict of Interest” of the DST applicable to the Reviewer/ Committee Member/ Applicant/ DST Scheme or Program Officer # and agree to abide by provisions thereof.**

I hereby declare that I have no conflict of interest of any form pertaining to the proposed grant \*

I hereby declare that I have conflict of interest of any form pertaining to the proposed grant \*

[\* & # (Tick whichever is applicable on point 8)]

# **Name of the Reviewer/ Committee Member or Applicant or DST Officer**

*(****Strike out whichever is not applicable***

**(Signature of PI with date)**

**Annexure 3**

**CERTIFICATION/ ENDORSEMENT BY THE HEAD OF THE INSTITUTE**

* + 1. Dr. …………………………………………………..the Principal Investigator of the project entitled ………………………………………………………………………... ………………………………… ……………………………………………………………………………...……………………………………………………….…… will assume full responsibility for implementing the project.
    2. The date of appointment starts from the date on which the University/Institute receives the first sanction grant from the Department of Science and Technology.
    3. The investigator will be governed by the rules and regulations of the University/ Institute for the duration of the project.
    4. The University/ Institute will provide basic infrastructure and other required facilities to the Investigator for undertaking the research project.
    5. The University/ Institute will take into its books all assets received under this sanction and its disposal would be at the discretion of the Department of Science and Technology.
    6. The research grant by the Department of Science and Technology will be used to meet the expenditure on the project and for the period for which the project has been sanctioned as indicated in the sanction order.
    7. The audited statement of accounts, utilization certificates and other reports and documents as required under the scheme will be submitted to the department.

**Signature and Stamp of the Head of the Institution**

**Date:**

**Annexure 4**

**Consent Letter from Mentor of WISE-SCOPE Fellowship Project**

I hereby declare my consent to act as mentor for Dr. …………………………………... towards WISE-SCOPE Fellowship project entitled “……………………………………… ……………… …… …… ……………………… ……………………………………………………………… ……………… …… ………………………………………” implementation. She will be eligible to avail all necessary facilities available in my laboratory during the abovementioned project tenure. I will ensure timely submission of duly signed project technical reports and financial reports by Dr. ……………..……….. to DST. Outcome, if any from the aforementioned project will be gratefully acknowledged and also intimate to DST in reports.

Thank you

Yours Sincerely

**(Signature with Stamp of Mentor)**

**Annexure 5**

**Undertaking**

I, Dr. ………………………………………… Daughter/ Wife of Shri ………………………… .……..

residing at …….. have

been offered a project entitled “……………………………………………………………… ……….………… ……………… …………………..……”under WISE-SCOPE Fellowship for research work for society by Department of Science & Technology, New Delhi . I accept the said project as ‘Principal Investigator’ and undertake that:

1. During the entire tenure of the WISE-SCOPE Project, I shall abide by the rules and regulations of the DST. Any change in rules and regulations by the DST in future will be applicable to me during this project implementation.
2. As a recipient of the DST’s WISE-SCOPE Project, I shall also abide by the rules, discipline of the institution where I have been given the facility of work.
3. I shall devote full time to project work during the tenure of the Project and will not take any other assignment or job without prior permission of DST.
4. I shall complete the project work undertaken by me and submit a detailed consolidated report of project work through the competent authorities on completion of the WISE-SCOPE Fellowship Project.
5. I shall not leave the Project before its completion without prior written approval of the DST.
6. I also hereby declare that if the outcome of project can be exploited commercially by taking IPRs or otherwise commercial exploitation, the same shall be communicated to the DST.
7. I have gone through detailed guidelines of WISE-SCOPE Fellowship Project implementation. I have clearly understood and have accepted all the Terms & Conditions in full effect.

# **Signature of PI**: ………………………………….

**Address: ………………………………………………**

**Date:**

**(Signature and Stamp of Mentor)**

**(Signature and Stamp of Head of Institute)**

**Annexure 6**

**Declaration for House Rent Allowance**

This is to certify that I, Dr. am eligible for HRA as neither I nor my spouse is living in Government Accommodation.

The HRA rate as per GoI norms based on class of cities is (please tick appropriate):

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Class X (27%) | [ | ] |
| 2. | Class Y (18%) | [ | ] |
| 3. | Class Z (9%) | [ | ] |
| 4. | Not Applicable | [ | ] |
|  |  |  |  |

**Signature of PI**

**Signature of Mentor with stamp**

**Head of the Institution**

**(Signature with Stamp)**

**Annexure 7**

**Guidelines for Project Implementation**

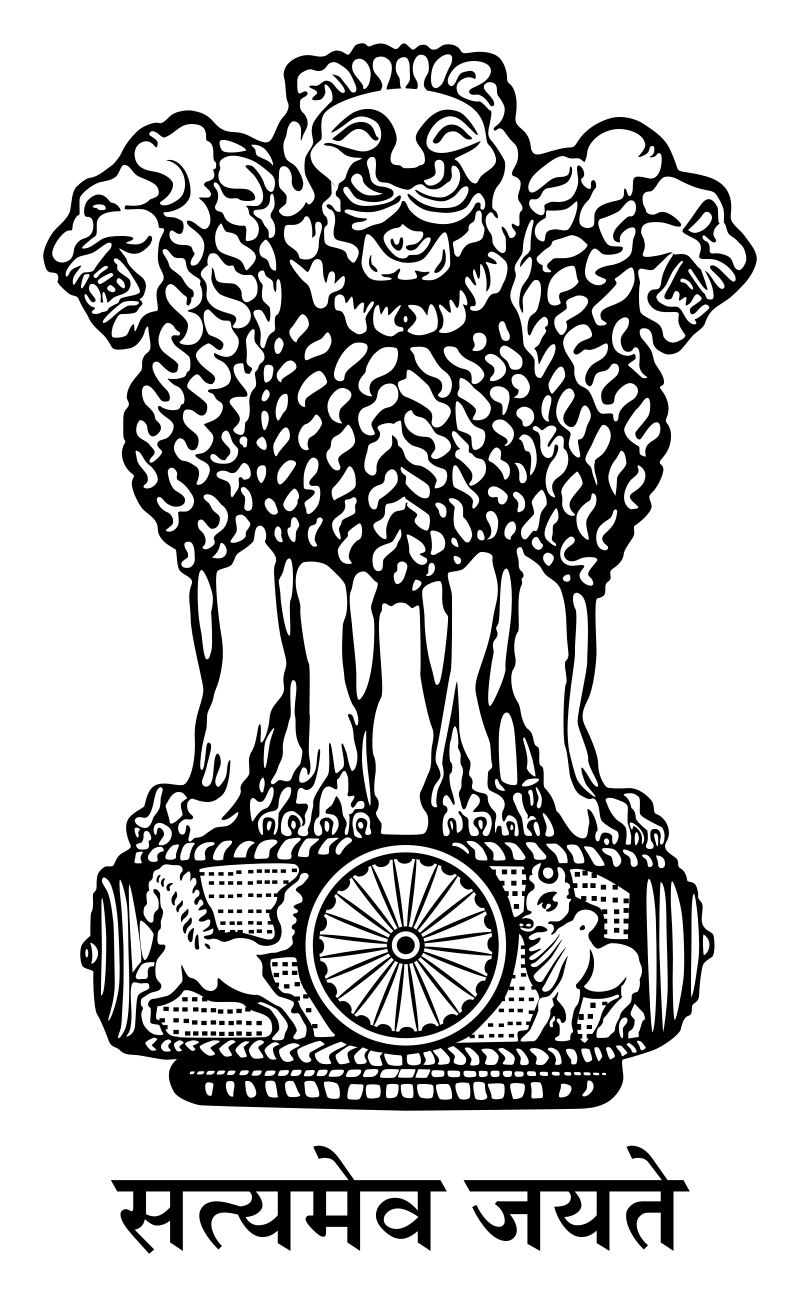
**under**

**(WISE-SCOPE) Fellowship**

**Women in Science and Engineering -**

**Societal Challenges with Opportunities Fellowship**

**(A Program of WISE-KIRAN Division)**



## GOVERNMENT OF INDIA

## MINISTRY OF SCIENCE AND TECHNOLOGY

**DEPARTMENT OF SCIENCE AND TECHNOLOGY**

**TECHNOLOGY BHAVAN, NEW MEHRAULI ROAD**

**NEW DELHI - 110016.**

**INTRODUCTION**

This document provides guidelines for implementation of projects under ‘WISE-SCOPE’ supported through ‘Women in Science and Engineering-KIRAN (WISE-KIRAN)’ Division, Department of Science and Technology (DST).

These are general guidelines needed in an ideal situation. In addition to these, the implementing agency has to follow its own rules and regulations, wherever necessary for a smooth implementation of project.

For further details, please contact the concerned officials dealing with the programme.

## The Department reserves the right to review these guidelines and modify them.

**Head of the WISE-KIRAN Division:**

# **Dr. Nisha Mendiratta**

## Adviser and Scientist G

**Department of Science and Technology**

**Technology Bhavan**

## New Delhi-110016

|  |
| --- |
| **In case of any specific clarification, please contact** |
| **Dr. Chhama Awasthi**  **Scientist D**  **WISE-KIRAN Division**  **Department of Science and Technology**  **Technology Bhavan**  **New Delhi-110016** |
| **e-mail:** [enquiry-wosdst@gov.in](mailto:enquiry-wosdst@gov.in)  **Telephone:** 011-26534166 |

**Guidelines to Apply in WISE-SCOPE Fellowship**

Societal challenges refer to problems and issues that affect societies on a large scale, often spanning across multiple domain such as economic, environment, technology, health, energy, waste, water, management, agriculture and more. These challenges typically require collaborative efforts and innovative solutions to address and mitigate their impact. When scientists, identify and tackle societal challenges by providing innovative and scientific solutions, they often uncover new possibilities for economic growth, social development, environmental sustainability, employment generation, entrepreneurships, enterprise opportunities etc..

The WISE SCOPE Fellowship program of the Department of Science & Technology (DST) aims to provide opportunity to Women Scientists and Technologists who have completed Ph.D. and want to utilize their S&T knowledge and expertise for the benefit of society. This program promotes projects that directly deal with challenges at grassroots level and address them through S&T interventions. Projects under WISE-SCOPE (WISE-Societal Challenges with Opportunities) should provide S&T solutions to our social problems, livelihood generation, drudgery reduction, health and nutrition related issues, management of natural resources, sustainable agriculture, climate change, disaster management etc..

Project proposal should include the development of viable technology/technique with possibility of lab-to-land transfer, adaptation and scaling up for the benefit of society under following broad thematic areas.

**Broad Thematic Areas:**

1. Energy, Water and Waste Management (EWWM)

2. Engineering and Technology Development (ETD)

3. Environment, Climate and Sustainable Development (ECSD)

4. Agriculture and Allied Sciences (AAS)

5. Health, Food and Nutrition (HFN)

## Subtopics under these broad areas can be seen in Annexure 8. Division may announce the special call on any other specialized area which benefit society if required.

## Eligibility:

1. **Employment:** Candidates in regular employment are not eligible for WISE-SCOPE. However, women scientists who are temporarily employed in research or academics may apply in this program but they have to leave earlier assignment, if, selected in WISE-SCOPE program.

(*The position of applicant in any project, as Post-Doctoral Fellow, Research Associate, etc. will be considered as temporary assignment*.)

1. **Age:** The minimum age to apply is 27 years and maximum is 60 years as on the date of submission.
2. **Educational Qualification:** Women Scientists who have completed Ph.D. in Basic or Applied Sciences or having equivalent degree like MD/MS/MDS are eligible for WISE-SCOPE.

**Financial Support:** This Program provides the basic fellowship of the applicant @Rs.55000/- and HRA(as per norms) per month, Research Grant of Rs. 2.0 Lakh per year, Field Demonstration etc. of Rs. 1.0 Lakh (for project tenure) and cost of small equipment (up to a maximum of Rs. 2.0 Lakh) along with Institutional overhead charges as per DST norms..

**Project Tenure:** Up to 3 years.

**When to apply:** The call for submission of new proposal under WISE-SCOPE will be opened throughout the year and details can be seen at DST website [www.dst.gov.in](http://www.dst.gov.in).

**Where to apply:** The proposals should be submitted at DST portal “https://onlinedst.gov.in/”.

***NOTE:*** *With the outcome of the Fellowship project, the program encourages the employment generation, scale up the technology, entrepreneurship creation, local level enterprise creation etc., however there is no provision of any additional financial support for the same.*

**GENERAL GUIDELINES AND INSTRUCTIONS FOR PROJECT IMPLEMENTATION**

1. **Sanction Order:**
   1. Once the project is technically approved, a formal sanction order is issued as per the recommendations of the Subject Expert Committee (SEC) and on the basis of latest quotations of approved equipment. **The first sanction order provides the detailed break up of funds allocated under non-recurring grant head like equipment and recurring grant heads like fellowship, research grant and overhead**.
   2. **Any correspondence with the Department regarding the project should invariably quote the Sanction Order No., date to the concerned official by name.**

# **Date of Commencement of Project & its Duration:**

* 1. The duration of the project is generally up to 3 years and this is specified in the first sanction order. However, the duration may be less as per the recommendation of the SEC.
  2. **The project becomes operative with effect from the date on which the first grant is released to the implementing Institution.** This date should be intimated by the Institution authorities/ Principal Investigator to this Department. *It will, in no case be later than one month after the receipt of the grant by the funding agency.*

# **Principal Investigator & Scientist Mentor:**

* 1. The Principal Investigator (PI) will be primarily responsible for the implementation of the project. It is necessary to ensure that the project is carried out by the project team in a cohesive manner. The project team consists of the PI and the Scientist Mentor as per the sanction order.
  2. Mentor should be from the same institution where from the project is being implemented.
  3. Husband or close relatives cannot be mentor of the project.
  4. Women Scientist i.e PI of the project is to be treated as temporary employee and will be governed by the administrative rules/ service conditions of the implementing Institute. No reference on these issues be made to this Department. *The Department will have no liability, whatsoever, for the PI after completion of the project duration*.
  5. PI has to report to the duty to the Scientist Mentor as per duty hours of host institute.
  6. As per DST’s new Scientific Social Responsibility Guidelines, the ethical obligation of knowledge workers in all fields of Science and Technology to voluntarily contribute their knowledge and resources to the wildest spectrum of stakeholders in Society, in a spirit of service and conscious reciprocity. In this regard the women scientist is required to use and disseminate Scientific Knowledge and associated skills to different sections of society for at least 30 days. PI may engage in SSR activities eg. Student internship, training/workshops, individual lectures, popular articles, reports in newspapers, web articles, etc. For further

details about SSR guidelines please visit https://dst.gov.in/sites/default/files/SSR%20Guidelines%202022%20Book\_0.pdf

* 1. Apart from the project related activities PI may also carry out academic duties as and when assigned by the host institute. However, the additional tasks should not hamper the project work.
  2. PI will maintain logbook/register for all chemicals, glassware, equipment and travel details.
  3. Every progress report has to be certified by the Scientist mentor.
  4. Principal Investigator (PI) should acknowledge "WISE-SCOPE Fellowship research grant” of WISE- KIRAN Division, DST in all publications emerging out of this particular project.

For example, "author acknowledge Department of Science & Technology, Government of India for financial support vide reference no. ……….... under WISE-SCOPE Fellowship to carry out this work".

PI is also advised to be either 'first' or 'corresponding' author in all publications.

* 1. The Fellowship is scientist – specific and cannot be transferred.
  2. Apart from the Fellowship and HRA, no other allowances such as PF, LTA, medical allowance, etc. will be permissible. ***No liability on any of these accounts will be borne by DST***.
  3. The fellowship amount is taxable.

# **The Implementing Institution:**

* 1. The host institution has an important role to play and in consultation with this Department take steps to ensure successful completion of the project. The host institution may play proactive role to expedite processing of financial and scientific documents of women scientists for early release of grant.
  2. Host Institute will maintain the attendance register of PI. This information will be made available to DST as and when required.
  3. In case, the PI is shifting to another institution on new appointment, the project could be transferred to that institution with the mutual consent of both the institutions and of this Department. Such requests for transfer of the project should be sent well in advance and should be accompanied with ‘No Objection’ certificates from both the institutions, the Endorsement Certificate from the new Institution and consent letter from the new mentor.
  4. In case the PI leaves the project due to unforeseen circumstances, the host institute has to return the unspent balance along with the Utilization Certificate (UC) & Statement of Expenditure (SE) and details of equipment procured under the project along with equipment retention letter.
  5. The PI as well as the implementing institution has the responsibility of informing this Department about any change in the status of the PI/Scientist Mentor including relieving them on short term deputation for a continuous period of 3 months or more.
  6. The implementing Institute should provide full infrastructural facilities such as accommodation, water, electricity, communication facilities etc. for smooth implementation of the project.
  7. Due acknowledgement of technical support / financial assistance resulting from this project grant should mandatorily be highlighted by the grantee organization in bold letters in all publication / media release as well as in the opening paragraphs of their Annual Reports during and after the completion of the project.

# **Leave:**

* 1. Having accepted the responsibility for the implementation of the project, the PI should be committed to implement the project over its duration and should have no plans to go on long leave especially after joining the project duty.
  2. During the Fellowship duration, the candidate should not be away from the project for a period of more than 15 days in continuation and 30 days total without the prior consent of DST. PI has to take permission of host institute to participate in scientific assignment abroad, conference, etc. and then submit all the detailed documents to DST for final approval on said purpose.
  3. All kinds of leaves e.g. casual leave, maternity leave etc. will be entertained as per rules of host institution.
  4. The project stands terminated in the absence of the PI for a continuous period of 3 months without intimation to this Department.
  5. Participation in any scientific event in India or abroad shall be treated as on duty.

# **Change of Host Institution:**

* 1. The project can be transferred only once in whole duration of project. However, the transfer of project is not allowed in first six months and in last year of the project.
  2. The project transfer is not encouraged, within same city and also due to change of mentor’s affiliation.
  3. In case of transfer, the project account at previous host institute has to be settled in PFMS. Further due to tedious process of transfer, PI should implement project at new host institute after receipt of Sanction Order only.

# **Mentor Change:**

* 1. The change of mentor is not encouraged as it has several administrative issues. However, in certain conditions e.g. superannuation, etc. the request of change of scientist-mentor can be placed to DST with NOC of present mentor and acceptance of new mentor for its final permission. In any case mentor cannot be changed without DST’s approval.

# **Extension of Project Duration:**

* 1. The project is not encouraged for extension but in certain cases can be extended for maximum duration of six months without any additional cost, in case to case basis. Fellowship will also NOT be given for extended duration.

# **Release of grants in yearly installment and financial management:**

* 1. After technical approval from SEC, approval letter will be issued. The PI has to submit relevant documents, like Bank Account details of Host Institute for 1817 scheme, HRA declaration letter, Mentor details etc. (formats available in DST WISE-portal, https://online-wosa.gov.in/wosb/) for release of grants. The project approval shall stand cancelled if the sought documents are not furnished within 3 months from the date of issue of approval letter.
  2. The first sanction order indicates the budgetary allocation for the duration of the project under various heads like Equipment, Fellowship, Research Grant, Field Demonstration Charges, Overhead etc.. The first installment consists of the entire grant for the equipment and recurring grant for the first year of the project.
  3. The equipment sanctioned in the project should be procured at the earliest to avoid any cost escalation and should not exceed more than two consecutive financial years. The equipment cannot be procured in third financial year of the project. The PI and the implementing institute (IA) should complete all the formalities in advance for placing the order.
  4. Goods (consumables/equipment) available in GEM portal are to be procured mandatorily through GEM only as per the provisions of Rule 149 of GFR.
  5. In subsequent releases, the project grant is to be released on the basis of yearly requirements taking note of the technical progress and expenditure incurred.
  6. Funds flow shall take place through the Central Nodal Agency (CNA), for which a  
     Zero-Balance Subsidiary Account has to be opened at the Institute level. WISE-SCOPE comes under the umbrella of scheme number 1817, for which CNA is Technology Development Board (TDB).
  7. Any unspent amount sanctioned would be returned to CNA account of the scheme and the receipt of the same may be shared with the Division. Any carry forward of funds to the next financial year may be considered only with the specific approval of the Department on receipt of proper financial documents/Interim progress report from the university/college. Interest earned on the DST grants may be deposited in BharatKosh (www.Bharatkosh.gov.in) and receipts of the same be shared with the Programme Division.
  8. The Host institution is required to return all the unspent balances of all the programmes of DST under the “1817” scheme to CNA before receiving any fresh grant from the scheme- S&T Institutional & Human Capacity Building (no. 1817) of DST. This is a pre-requisite for receiving any fresh grant form any of the Central Sector Schemes.
  9. In the new system of Fund transfer, host institutions will open a Zero Balance Subsidiary Account (ZBSA) in the designated bank and receive assignment of the approved amount against the CNA account, and no physical money will be transferred to the bank account of the grantee. The host Institution is directed to use the Expenditure-Advance-Transfer (EAT) module of PFMS for making any further releases against CNA assignment. For any clarity on new mechanism of fund release, host institute may contact the designated Nodal Officer of the umbrella Scheme.
  10. Diversion of funds from non-recurring head i.e. Equipment to recurring head like Fellowship, Research grant etc. and vice versa is NOT allowed. However, reallocation/ re- appropriation of recurring grants under different heads require prior approval of this Department.
  11. However, any request for release of the next installment should be accompanied by the following documents:
      1. Scanned copies of Utilization Certificate (UC) and Statement of Expenditure (SoE) for the previous financial year;
      2. Latest authenticated Statement of Expenditure including Committed Expenditure, for expenditure since 1st April of that financial year till the previous month;
      3. Detailed Technical Annual Progress Report in prescribed format showing tables, graphs, photographs along with detailed results and analysis. PIs also need to submit achieved targets vs mentioned timelines.
      4. All the documents including Annual Progress Report, Financial Year-Wise Utilization Certificate, up-to-date Statement of Expenditure, etc. should be submitted through email to the programme officer. **There is no need to submit Hard Copy of the documents**.
  12. The Statement of Accounts and the Utilization Certificates (GFR 12A) should be financial year wise and are to be submitted within a period of 3 months from the 31st of March of that year ***(i.e. if date of start of the project is 12.01.2022, then the first statement of account and utilization certificate will be for the period 12.01.2022 to 31.03.2022, the next statement will be for the period 01.04.2022 to 31.03.2023 and so on)***.
  13. The institute will not entrust the implementation of the work for which the grant is being sanctioned to another institution nor will it divert the grant to other institute as assistance.
  14. For permanent, semi-permanent or infrastructural assets acquired solely from the project grants, an audited record in the form of a register in the prescribed format shall be maintained by the Institute. The Institute is required to send to this Department a list of assets acquired from the grant.
  15. The grant shall not be utilized for construction of any building unless specific provision is made for this purpose in the sanction order.
  16. All the assets acquired from the grant will be the property of Government of India and should not be disposed-off or encumbered or utilized for purpose other than those for which the grant had been sanctioned, without the prior sanction of this Department.
  17. After completion/ termination of the project, the Government of India will be free to sell or otherwise dispose-off the assets which are the property of the Government. The Institute shall render to the Government necessary facilities for arranging the sale of these assets. The Government of India also has the discretion to gift the assets to the Institute or transfer them to any other Institute if it is considered appropriate and justified.
  18. **For final settlement of the project:** Following documents are required for final settlement of the project:
      1. The Utilization Certificate and Statement of Expenditure should show all the actual expenditure including committed expenditure.
      2. Detailed Project Completion Report showing all the results and analysis along with photographs, tables and graphs in prescribed format.
      3. Popular article of note more than 500 words on the work carried out in the project.
      4. Equipment retention letter, if any.
      5. If there is unspent balance at the end of project then refund of that amount in Consolidated Fund of India (Bharatkosh.gov.in) and submit Bharatkosh receipt.

1. This Department reserves the right to terminate the project at any stage if it is convinced that the grant has not been properly utilized or appropriate progress has not been made.
2. The Comptroller & Auditor General of India, at his discretion, shall have the right of access to the books and accounts of the Institute maintained in respect of the grant received from the Government of India.
3. The grantee institute must ensure the other provisions of GFR 2017 and guidelines/ amendments issued by GoI from time to time.

# **Progress Evaluation and Monitoring:**

* 1. The PI through the implementing Institute will submit Annual Progress Report of the work carried on the project on an annual basis (i.e. if the date of start of a project is 01.10.2022 the first Annual Progress Report shall be for the period 01.10.2022 to 30.09.2023, the next will be from 01.10.2023 to 30.09.2024 and so on).
  2. In addition, this Department may designate Scientist/ Specialist or an Expert Panel to visit

the Institute periodically to review the progress of the work being carried out and to suggest suitable measures to ensure realization of the objectives of the project. The implementing Institute will provide all facilities to the visiting scientist/ specialist or the Expert Panel by way of accommodation etc. at the time of their visit.

* 1. This Department also organizes Group Monitoring Workshops meetings wherein the PIs are invited to present the technical progress of their project. The Investigators should attend such workshops since it provides an opportunity to review their progress. Subsequent releases of grant would be based on the reviewing and monitoring committees’ recommendations.

# **Guidelines for publication of results and SCOPE guard of Intellectual Property Rights:**

* 1. Investigators wishing to publish technical/ scientific findings based on the work done under the project, should acknowledge the assistance received from this Department. Further, it would be highly appreciated if the PI publish these scientific papers emerging out from the project work in peer reviewed journals having impact factor. Sustainability of projects after completion and adoption by society are key factors of this particular program.
  2. The Investigator(s) should not enter into collaboration with a foreign party (individual/ industry) without prior approval of this Department.
  3. If the results of research are to be legally protected, the results should not be published without action being taken to secure legal protection for the research results.
  4. In the emerging scenario at the National and International level, the Intellectual Property Rights (IPR) has assumed greater significance. Following are the guidelines which the PI and the implementing Institutions must follow in regard to IPR:
     1. Institutions are required to seek protection of Intellectual Property Rights to the results of research on R&D projects. IPR include patents, registered designs, copyrights and lay out design of integrated circuits (IC).
     2. IPR generated by publicly funded R&D institutions/academic institutions, through projects funded by the Government Departments, be owned by the institutions and they will be required to file patent applications at their cost.
     3. The Institutions can approach the Patent Facilitating Cell (PFC) set up by this Department to assist them for patent search, obtaining a list of patent attorneys, filing of patent application(s) in India and abroad. These institutions will be free to retain exclusively the benefits and earnings arising out of these IPR.
     4. If the patent is taken by the Institute at its own cost, it is free to transfer the innovation to industry for commercialization, after concluding an agreement, as per its laid down procedures. However, the details of the agreement, amounts received, annual sales turnover of the product shall be intimated periodically to this Department.
     5. If the institution is unable to file a patent application, within a period of 6 months of determination of filing a patent, this Department in consultation with the PFC and in public interest, may file a patent application, at its own cost, in the joint names. For this purpose, the institution shall render all assistance to this Department. In such cases, any earnings accruing from transfer and commercialization shall be shared equally by this Department with the Institution and the generator of the Intellectual Property. However, where ever the expected earnings are above Rs. 10 lakhs, the proportion of sharing can be 40% for the institution, 40% for this Department and 20% to the generator of Intellectual Property.
     6. IPR generated through jointly funded projects may be owned jointly by the Institution and Industry. The cost towards filing of patent application may be shared by the institution and industry as may be mutually decided upon on a case to case basis. The Institutions can also approach the Patent Facilitating Cell (PFC) set up by this Department to assist them for patent search, obtaining a list of patent attorneys, filing of patent application(s) in India and abroad.
     7. If the patent is taken jointly by the institution and industry and if the industry has contributed at least one-third of the project cost, the industry (and its associate) shall have the first option, to commercialize the innovation, without paying any royalty, within one year of the completion of the project. The industry shall have exclusive right for three years from the date of completion of the project.
     8. The institution and industry may transfer the technology to another industry for commercialization, on terms and conditions as may be mutually agreed upon, on non- exclusive basis. Any earnings accruing from such a transfer and commercialization shall be shared between the institution and the industry as may be mutually agreed to. The details of the agreement, amounts received, annual sales turnover of the product shall be intimated periodically to this Department.
     9. The Government shall have a royalty-free license for the use of the Intellectual Property for the purposes of the Government of India and this Department reserves the right to require the institution and the industry to license others and requires that anyone exclusively licensed to market the innovation in India must manufacture the product in India.
     10. The institution may share the earnings, as per its laid down norms, with the generator(s) of Intellectual Property; provided, the institution sets apart not less than 15% of such earnings for crediting into a fund called Patent Fund. The patent fund should be utilized by the institution for renewal of the patent, protection of rights against infringements, for creating awareness and building competency on IPR and related issues and filing of new patents.
     11. Project investigators and research staff working on the project are advised to ensure that they maintain a diary for recording details of each exercise/experiment etc. along with the dates. Such records will be useful for proving/ establishing the claim of first inventor and at times may be used as a tool for proving infringement.

1. **Guidelines/ Instructions for Technology Transfer and Intellectual Property Rights:** With a view to encourage the institutions to file patent applications on their innovative work, motivate them to transfer their technologies for commercialization, and to facilitate them to reward their inventors, the following instructions are issued.

## In these instructions:

* 1. “Institution” means any technical, scientific or academic establishment where the innovative scientific work is carried out through funding by the Central/ State Government.
  2. “Intellectual Property Rights” include patents, registered designs, copyrights and layout design of integrated circuits.
  3. “Inventor” means an employee of the Institution whose duties involve carrying out innovative work in Science and Technology.

1. **Scope**: These instructions apply to those institutions receiving funds for research projects from the Department of Science & Technology.
2. **Inventions by Institutions**: Institutions shall be encouraged to seek protection of Intellectual Property Rights (IPR) to the results of research through R&D projects. While the patent may be taken in the name(s) of inventor(s), the institution shall ensure that the patent is assigned to it. The institution shall get its name entered in the Register of Patents as the proprietor of the patent. The Institution shall take necessary steps for commercial exploitation of the patent on exclusive/ non- exclusive basis. The institution is permitted to retain the benefits and earnings arising out of the IPR. However, the institution may determine the share of the inventor(s) and other persons from such actual earnings. Such share(s) shall be limited to 1/3rd of the actual earnings.
3. **Inventions by Institutions and Industrial concerns**: IPR generated through joint research by institution(s) and industrial concern(s) through joint efforts can be owned jointly by them as may be mutually agreed to by them through a written agreement. The Institution and Industrial concern may transfer the technology to a third party for commercialization on exclusive/ non-exclusive basis. The third party, exclusively licensed to market the innovation in India, must manufacture the product in India. The joint owners may share the benefits and earnings arising out of commercial exploitation of the IPR. The institution may determine the share of the inventor(s) and other persons from such actual earnings. Such share(s) shall not exceed 1/3rd of the actual earnings.
4. **Patent Facilitating Fund:** The Institution shall set apart not less than 25% of such earnings for crediting into a fund called “**Patent Facilitating Fund”.** This Fund shall be utilized by the institution for updating the innovation, for filing new patent applications, protecting their rights against infringements, for creating awareness and building competency on IPR and related issues.
5. **Information**: The institutions shall submit information relating to the details of the patent obtained, the benefits and earnings arising out of IPR and the turnover of the products periodically to the Department/ Ministry which has provided funds.
6. **Royalty-free license:** The Government shall have a royalty-free license for the use of the Intellectual Property for the purposes of the Government of India.
7. **Review:** These instructions shall be reviewed by the Central Government after a period of five years.
8. The instructions are issued with the concurrence of the Ministry of Finance, Department of Expenditure vide their OM No 33(5) PF-II 99, dated 22nd February, 2000.
9. For further information/ clarification on this subject, please contact:

Director

Patent Facilitating Cell

Department of Science & Technology,

Technology Bhavan, New Mehrauli Road,

New Delhi - 110 016.

***The decision of the Secretary, Department of Science & Technology will be final in case of any violation of the above-mentioned Terms and Conditions and binding on the PI & respective Host Institution.***

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**Annexure 8:**

**Subtopics under the Broad Theme Areas**

**1.** **Energy, Water and Waste Management (EWWM)**: Focusing on Green and renewable energy, Scientific solutions for solid, liquid and biomedical waste management, circulatory, waste recycling, low cost alternative for plastics, industrial toxic effluents, Sustainable building materials, self-sustainable buildings, Green technologies, Green Solutions, Energy efficiency, Energy transport, Solar cells, solar energy, drinking water, water contamination, water purification, Scientific study and mapping of available water sources, Bio hydrogen production technology, Quality control monitoring etc..

**2.** **Engineering and Technology Development (ETD)**: Technology focusing on agriculture, health, energy, waste management, astrophysics, materials, weather, AI and Robotics dress and fashion designs and smart textiles, Remote sensing, sustainable development, App development, Digital manufacturing and management, environment, communication, climate change, Quality of life, drudgery reduction, etc. through the AI, ICT tools, Engineering, and Technological solutions.

**3.** **Environment, Climate and Sustainable Development (ECSD)**: Biodiversity, Ecology, Eco system and service based solutions, Forestry, Carbon smart interventions, Zero carbon emission, Carbon sequestration, Climate change, pollution, sustainable development goals etc.

**4.** **Agriculture and Allied Sciences (AAS)**: Focusing on Crop Improvement, Soil health, Drudgery Reduction, Natural Farming, Seed quality, Organic pesticides, Skill upgradation and livelihood generation for farm women, traditional artisans and Farmers, Scientific Studies and validation on a Tribal Knowledge system, Innovative Packaging Solutions, Innovative Products for Consumers, Low Cost Solutions for farmers, Nutrition garden, Medicinal plants, Microbes in crop protection and production, Innovation in dairy technology and product development, scientific study on diseases and its mapping for livestock health, Natural and Organic Dyes, AI in agriculture, and related scientific solutions in Agriculture and Allied areas.

**5.** **Health, Food and Nutrition (HFN)**: Focusing on Medical Science applications, Telemedicine, Remote monitoring, Precision medicine, Community medicine, Cognitive Science application, Infectious diseases; AI in healthcare, Scientific Study and validation of traditional knowledge of Yoga, Mental health, Women health, Children health and elderly population; innovations to address lifestyle disorders, development of Health Kits, biodrugs. Traditional foods; Nutraceuticals and designer foods; Fortified and value-added food products, millet-based products; fermented foods, bioavailabities of food constituents, food allergens and toxicants, molecular nutrition, food flavors and sensomics, high stability oils, confectionary fats and products, new protein concentrates for pediatric and geriatric population, meat analogs, cultured meat, animal feed, 4D-printed foods, space foods (for astronauts), sports drinks and energy bars, synbiotics, green substitutes of synthetic food additives, techniques to assess food contaminations and adulteration, innovative packaging; food from waste, food security and sustainability, green technologies of food processing, food supplements against oxidative stress related neurological and metabolic disorders, food analytical method development.

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