**CONFIDENTIAL/ CSIR FORM 2B**

COUNCIL FOR SCIENTIFIC AND INDUSTRIAL RESEARCH

**APPLICATION FOR PROMOTION**

SENIOR MEMBERS NON-CORE RESEARCH SCIENTISTS

***PART I (To be completed by Applicant)***

*Please provide full curriculum vitae in 3 copies using this outline*

1. APPLICATION FOR PROMOTION TO …………………………………………………………………………
2. INSTITUTE/DIVISION/SECTOR ………………………………………………………………………………..
3. NAME OF OFFICER ………………………………………………………………………………………………...
4. PRESENT DESIGNATION ……….………………………………………………………………………………..
5. DATE OF BIRTH ……………………………………………………………………………………………………..
6. DATE OF 1ST APPOINTMENT ……………………………………………………………………………………
7. DATE OF LAST PROMOTION ……………………………………………………………………………………
8. HIGHEST ACADEMIC QUALIFICATIONS ……………………………………………………………………
9. OTHER RELEVANT PROFESSIONAL QUALIFICATIONS ……………………………………………….
10. RECORDS OF SERVICE
11. Period of presence at post .....................................................................................
12. Period of absence from post (e.g. Study leave) …………………………………………………….

***PART II***

1. **TECHNICAL WORK OUTPUT**
   1. **Records of Activities Undertaken**
2. **DETAILS OF WORK OUTPUT**
   1. **Inputs into Annual & Other Reports**
   2. **Critical Reviews/Proposals etc. on Core Areas of Operation**
   3. **Publications**
3. Publications
4. Technical Reports
5. Workshop/Seminar/Other Reports
6. **ADMINISTRATIVE RESPONSIBILITIES/CONTRIBUTIONS**
   1. **Head of Division/Section**
   2. **Servicing Committees and Implementing Decisions**
   3. **Organization of Workshops**
   4. **Membership of Committees**
7. CSIR Committee
8. Standing Committees:
9. Ad-hoc Committees:
10. Relevant Non-CSIR Committees
11. International
12. National
13. Others
14. **TRAINING SINCE LAST PROMOTION**
    1. **Course Attended**
    2. **Workshop Attended**
    3. **Seminars/Conferences Attended**
15. **OTHER ACTIVITIES**

i. Contribution to work of Institute

ii. Evidence of membership and of active participation in Professional Association etc:

iii. Contribution to Community/National Development

iv. Extension Activities

v. Part-time Lecturing etc.

1. **DECLARATION**

**I hereby certify that the information provided on this form is to the best of my knowledge correct.**

**I understand that any willful mis-statement renders me liable for disqualification from further consideration.**

**Signature of Applicant: ………………………………….**

**Date: ………………………………………………………….**

**Confidential**

**Part II (To be completed by Director of Institute/Head of Centre)**

NAME OF CANDIDATE: ………………………………………………………………………………………………………………

APPLICATION FOR PROMOTION TO: …………………………………………………………………………………………

INSTITUTE: ……………………………………………………… SECTOR: …………………………………………………….

Please provide comments on the candidate under the following headings:

1. Technical work output

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1. Administrative experiences, Committee work etc.

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1. General contribution to the work of the Institute/Centre

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1. Summary of Appraisal Reports (within last 4 years)

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1. Relationship with subordinates, superiors and peers, ability to work in a Team, Leadership qualities etc.

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1. Recommendation

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**Signature of Director of Institute/Head of Centre:** ……………………………………………………………..

**Date**: ………………………………………………………………………………………………………………………………………