CONFIDENTIAL/ CSIR FORM 2A

**APPLICATION FOR PROMOTION**

RESEARCH SCIENTISTS

COUNCIL FOR SCIENTIFIC AND INDUSTRIAL RESEARCH

***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. **List of Publications (provide details of journal & conference papers, books technical reports, and stating exact references, copies of articles and other publication using the format below).**
	1. Journal/Conference Papers

*i. Refereed Journal Papers*

*ii. Edited Conference Papers*

*iii. Unedited Conference Papers/Poster presentations*

*iv. Conference papers Abstracts (edited)*

* 1. **Books**
1. *Books (refereed)*
2. *Monographs*
3. *Handbooks pamphlets etc. (edited)*
4. *Chapter in a refereed book*
	1. **Technical Reports**
5. *Edited Research Reports (should bear Institute #)*
6. *Memoirs*
7. **Commercialization Activities/Technology Transfer/Extension activities**
8. *Development of marketable technologies and Prototypes*
9. *Attraction of funding through submission of research proposals/Contract research*
10. *Consultancy/Advisory Services*
11. *Approved Consultancy Report (Bear Institute’s Publication #Logo)*
12. *Organization of workshops/for a field and open days/exhibitions*
13. *Training of Trainers, and end-users etc.*
14. *Preparation of Extension Leaflets, Flyers, etc.*
15. *Mass Media Popularization of Research Results*
16. **Administrative Experience**
	1. **Management Experience**

a. **Institutional Management**

*i. Deputy Director*

*ii. Head of Division/Section*

1. *Internal Management Committee,*
2. *Welfare/Transport Committee, etc.*
3. *Publication/Editorial Committee/Promotion Screening*
4. *Committee*
5. *Adhoc Committees*

b. **Programme/Project Management**

 *i. International Research Co-ordinator*

 *ii. National Research Co-ordinator*

 *iii. Donor Funded Research Co-ordinator*

1. *Programme/Project Team Leaders*
	1. **Membership of Committees:**

a. C.S.I.R. Committees

 *i. Standing Committees*

 *ii. Adhoc Committees*

b. Relevant Non-CSIR Committees

 *i. International*

 *ii. National*

 *iii. Others*

* 1. **Other Activities**

*i. Editorship of journal and Conference Proceedings*

*ii. Supervision of Post-graduate Students Research*

*iii. Supervision of Under-graduate Student Research*

*iv. Part-time teaching of University*

*v. External Examiner at University (per tenure)*

1. *Refereeing of Scientific papers (per paper)*
2. *Reviewing external promotion papers (per candidate)*
3. *Other Activities*
4. **DECLARATION**

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

***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. Quality of Research & Publications

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1. Contribution to Commercialization activities, Technology Transfer, Extension services, etc.

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1. Administrative experience, 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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(vi) 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:……………………………………………………………….