

Section 9
**CSIR SERVICE RULES,1994 FOR RECRUITMENT OF SCIENTIFIC,
TECHNICAL AND SUPPORT STAFF**
Copies of CSIR Circular letter/OMs.

(1)

CSIR letter No. SDS/S&T/Rules/92-R&A. dated 11th July 1994

**Sub: CSIR Service Rules for Recruitment of Scientific, Technical and Support Staff-
Clarification Reg.**

Consequent on issue of above CSIR orders on the subject “CSIR Service Rules for Recruitment of Scientific, Technical and Support Staff “ various doubts were raised on the operation of these orders. The doubts are clarified below Sl. Nos 1 to 8.with reference to the said orders. Subsequent modifications so far made have been incorporated in the relevant portion of the rules.

Annexure 1

Points raised

1. Whether the percentage of marks prescribed and restriction of age applies to sons and daughters of deceased employees of CSIR for their appointment on compassionate grounds.
2. In case candidates possessing higher qualifications than the prescribed minimum qualification apply against an advertised post, can percentage of marks prescribed on minimum qualification be ignored ? For instance, if a diploma holder who has less than 50% of marks in SSC applies against Gr. II(1) post, can he be considered?
3. One of the qualifications prescribed for Gr.II is SSSC/HSC/12th with relevent technical subjects. This needs to be clarified as at the level of 12th standard specialised subjects like ‘Mechanics’, and ‘Electronics’ may not form part of curriculam in some states.
- 4.Can the diploma awarded by the training institutes of Indian Air Force and other similar institutions, which are strictly not of three years full time

Clarification

1. There is no provision for relaxing the age limit and percentage of marks in the case of dependants of deceased employees of CSIR in the new rules.
2. A candidate applying for a post in any Grade/Group must possess the basic qualifications laid down in the rules.
3. The present day curriculam of SSSC/HSC/12th class in most of the states include in some specialised subjects like ‘Computer Science’ / ‘Electronics’, ‘Mechanical Drawings’ etc. However, if there is any difficulty in getting candidates in a particular trade with the specialised subjects, there may not be getting candidates with the qualification of “SSC/10th standard with 50% marks in the aggregate and ITI certificate of 2 years duration in the relevent trade”.
4. DG, CSIR, had constituted a Committee to look into to various aspects of equivalence of qualification. The final decision as &

duration but are recognized by Govt. of India as equivalent to Diploma in Engineering for the purpose of appointment to subordinate services, be accepted as a prescribed qualification for appointment in Group III.

5 Presently the Medical Officers in the dispensaries of national labs./institutes are appointed in Group III. However, the qualifications of MBBS or equivalent are not included as a prescribed qualification for appointment in Group III, but the same has been included as a qualification for appointment in Group IV. This may kindly be clarified.

6 Some of the qualifications like M.Com. ,M.A. (Statistics), M.A .(Economics) and ICWA which are relevant to the activities of PME cells in the laboratories and professional degrees like M.B.A. which are relevant to the marketing activities of the laboratories and qualification like D.Pharm and B. Pharm which are relevant to dispensaries maintained by laboratories are not included in any group. Can people with the above qualifications be considered for appointment against scientific & technical posts.

7 Whether the period spent for M.S. and Ph.D. by research can be considered as R & D experience for computing the period of experience prescribed.

8. Although the rules provide for a screening committee, the composition of the screening committee i.e. the number of members in a Screening Committee etc. have not been specified in the rules.

when received will be communicated.

5. The scientific staff, who are engaged in R&D activities and are expected to generate new knowledge/techniques etc. are placed in Group IV whereas the 'Medical Officers' in dispensaries are not engaged in any R&D activities of the laboratory and as such have been kept in Group III. As far as the qualification aspect as pointed out by the laboratory is concerned, it is covered under the term 'equivalent' qualification prescribed for recruitment to Group III.

6. The qualification laid down in the Recruitment Rules have been prescribed keeping in view the broad areas of work of CSIR labs./institutes; if a particular qualification has not been indicated in the rules and if it has not been treated equivalent to the prescribed qualification the matter may be referred to CSIR with the recommendation of the RC of the laboratory.

7. The period of experience in discipline/area of work, where prescribed, shall be counted after the date of acquiring the educational qualifications for that group/grade. Therefore, the period spent for M.S. and Ph.D. by research will not be counted as experience prescribed for recruitment to a post.

8 As for as composition of the screening committee is concerned the guidelines issued vide CSIR letter No. 2(Misc)-Rectt./90-R&A dated 21st July 1993 may be followed.

(2)

Copy of CSIR letter No. 2(Misc.)/Rectt./94-R&A dated 7.11.1994

Sub: CSIR Service Rules,1994 for recruitment of Scientific Technical and Support Staff - Clarification.

Point raised

The condition of 65% marks will apply to all the qualifications prescribed for recruitment to Group IV i.e. First Class M.Sc./First Class B.E./M.B.B.S./M.V.Sc. or it would apply only to equivalent qualifications

Clarification

The condition of 65% marks will apply to all the qualifications mentioned in the Rules for recruitment to Group IV posts i.e. First Class M.Sc./First Class B.E./M.B.B.S./M.V.Sc. as also to the recognised equivalent qualifications. It may also be mentioned here that wherever qualifications of First Class with 65% marks is prescribed, both the conditions i.e. First Class degree and 65% marks should be fulfilled to make a candidate eligible for the post.

(3)

Copy of CSIR letter No. SDS/S&T/Rules/92 dt. 1.11.1996 addressed to Heads of all national labs./instts.

Sub:-CSIR Service Rules,1994 for recruitment of Scientific Technical and Support Staff.

I am directed to refer to this office letter of even No. dated 11.7.94 on the subject cited above whereby the following clarification was given:-

“The period of experience in a discipline/area of work, where prescribed, shall be counted after the date of acquiring the educational qualifications for that Group /Grade. Therefore, the period spent for MS and Ph. D by research will not be counted as experience prescribed for the recruitment to a post.”

DG, CSIR has now been pleased to decide that the aforesaid clarification may be read as follows:-

“ The period of experience in a discipline/area of work, where prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications for that Group /Grade. Research done after acquiring minimum prescribed qualifications, regardless of whether done for a higher degree or not, would be considered as work experience.”

(4)

Copy of letter No. SDS/S&T/Rules/92-R&A dated 27.11.1996 to all Heads of National Labs./Instts.

Sub: Recruitment for S&T and Support Staff

It has been observed that while issuing advertisement for recruitment to S&T posts, the general clause relating to grant of relaxation in age limit, qualification and/or experience in the cases of exceptionally meritorious candidates is invariably not mentioned. In order to offer equal opportunities to both the departmental

and external candidates, it becomes imperative that such a clause is included in all the advertisements pertaining to recruitment to S&T posts.

You are, therefore, requested to kindly ensure inclusion of the following clause in all the advertisements for recruitment to S&T posts :-

“Age limit, qualification and/or experience can be relaxed in the cases of exceptionally meritorious candidates.”

(5)

Copy of CSIR letter No. 2(1)/Misc./97-R&A dt. 26.5.1997 addressed to Director, CECRI Karaikudi.

Sub: Payment of honorarium to members of RC for attending meeting of the Assessment Committee.

I am directed to refer to your letter No. AO/ECR/Misc./97 dated 11.3.1997 on the subject cited above and to state that DG, CSIR in consultation with FA, CSIR has decided that if meeting of the Assessment /Selection Committee (where the entire RC constitutes the Committee) is held in continuation of RC meeting, non-CSIR members are to be paid honorarium only once. No additional honorarium is to be paid for a meeting which is held in continuation of the RC meeting.

(6)

Copy of CSIR letter No. SDS/S&T/Rules/92 dt. 26.11.1997 addressed to Heads of all national labs./instts.

Sub: Amendment to CSIR Service Rules, 1994 for Recruitment of Scientific, Technical and Support staff.

The Governing Body of CSIR in its 143rd meeting held on 10.6.1997 has amended Rule 10.2 of the CSIR Service Rules 1994 for Recruitment of Scientific, Technical and Support Staff as follows :-

Existing Rules – 10.2

“Applications received will be scrutinized by a screening committee to be constituted from amongst the members of the Selection Committee. The Screening Committee will adopt its own criteria for short-listing the candidates to be called for interview/trade test. As far as possible, a minimum of 3 candidates per post should be short-listed for interview/trade tests.”

Amended Rule 10.2

The Screening committee will adopt its own criteria for short-listing the candidates to be called for interview/trade test. However, if the number of applications for a post is very large, the a screening test may be conducted for short-listing candidates for interview, if it is considered necessary by the Screening Committee.”

The aforesaid amendment will be effective from the date of issue of this letter.

(7)

Copy of CSIR letter No. 9(2)-86/PL-Vol. IV dt. 8th January 1998 addressed to Heads of all national labs./instts.

Sub: Assessment under erstwhile bye-law 71(b) – Clarification regarding non-submission of work reports by the assessee.

The procedure for assessment under erstwhile bye-law 71(b) envisages submission of report of work done by the assessee during the period of assessment. The Work Report is placed before the

Committee at the time of assessment for evaluation of the merit and suitability of the assessee for assessment. There may be some cases where the assessee does not submit his/her WR despite repeated reminders. In this context, it is, hereby, clarified that the instructions issued vide CSIR letter no. 17/66/9/96-PPS dated 21.4.1997 will also apply in the cases of optees of erstwhile bye-law 71(b) meaning thereby that non-submission of the work report by an assessee by the stipulated date will be treated as willful disinterest on his/her part for consideration for assessment to the next higher grade and he/she will be considered as having forfeited that chance of assessment. Accordingly, no experience marks will be admissible in subsequent chances in such cases.

It is requested that the above clarification may kindly be brought to the notice of all concerned in your Lab./Instt.

(8)

Copy of letter No. SDS/S&T/Rules/92 dated 12.2.1998 addressed to all Heads of national labs./instts.

Sub: Recruitment to Scientific and Technical Posts.

Your kind attention is invited to Rule 8.3 of "CSIR Service Rules, 1994 for Recruitment of Scientific, Technical and Support Staff, as amended from time to time and CSIR letter No. 2(Misc)/Rectt./94-R&A dated 22.11.1994.

As per rules and instructions referred to above, relaxation in age limit, qualifications and/or experience is permissible only in the cases of exceptionally meritorious candidates (both departmental and outsider) with prior approval of DG, CSIR. The instructions on the subject provide that approval for relaxation is to be obtained before calling a candidate for interview.

It has, however, been observed that in some cases, Labs./Instts. have not followed the procedure and instructions for seeking relaxation in age limit, qualification and/or experience. This has been viewed seriously by DG, CSIR.

You are, therefore, requested to kindly ensure that the procedure as laid down in the recruitment rules and instructions issued on the subject from time to time are strictly complied with.

(9)

Copy of CSIR letter No3(3)- (G)-R&A (Vol. IV) dt. 26.03. 1998 addressed to Heads of all national labs./instts

Sub: Assessment of Scientists Gr. IV (6) falling due on or after 1.1.1996.

As you know, the pay scales of Scientists Gr. IV (6) and IV (7) i.e. RS. 5900-6700 and RS. 5900-7300 (pre-revised) respectively have been merged and revised to RS. 18,400-500-22,400 in accordance with the recommendations of the Fifth Pay Commission. Consequently, the question of assessments of those Scientists Gr. IV (6) who had become due for their assessments on or after 1.1.1996 has been under consideration for quite sometime.

DGSIR has now decided that till such time as a decision is taken with regard to the grades of Scientists Gr. IV (6) and IV(&), the assessments of Scientists Gr. IV (6) who have become due on or after 1.1.1996, may be kept in abeyance. Their cases, will, therefore, be processed for assessment after a final decision on the subject is taken.

Kindly inform the concerned Scientists, accordingly.

(10)

Copy of letter No. SDS/CSIR/2000-R&A (Serial Circular No. 27.) dated 2.8.2000

Sub: Amendment in the provisions for constitution of Selection Committees for recruitment of Group II(5), III(3) to III(7).

I am directed to state that the Governing Body at its 148th meeting held on 2nd June 2000 has approved the following Amendment in Para 9.2.1 of the CSIR Service Rule 1994 for Scientific, Technical and Support Staff.

Existing Rule		Amended Rule	
(I) Chairman or specialist member of Research Council (RC)	To be nominated by RC in the case of Labs./Instts. & DG,CSIR in the case of CSIR Hqrs.	(I) Chairman or Specialist member of Research Council (RC)	(I) For Gr. II(5), III(3) to III(7) to be nominated by Management Council(MC) in the case of Labs./Instt. & DG, CSIR in case of CSIR Hqrs.
(II) Director/DG, CSIR or his nominee		(II) Director/DG, CSIR or his nominee.	(II) For Gr. IV (1) to IV(4) to be nominated by Research Council (RC) in the case of Labs./Instt. & DG, CSIR in case of CSIR Hqrs.
(III) Expert from related area from a sister Lab./Instt. of CSIR.		(III) Expert from related area from a sister Lab./Instt. of CSIR.	
(IV) Three experts, of whom at least two from outside CSIR system.		(IV) Three experts, of whom at least two from outside CSIR system.	

As far as constitution of selection committee for recruitment of Group IV(1) to IV(4) is concerned, the existing provisions in the para 9.2.1 of the CSIR Service Rules, 1994 for recruitment of Scientific, Technical and Support Staff will remain the same.