



BY SPEED POST

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN: NEW DELHI**

F.No. 9(13)/02-Per.IV

Dated the ^{Sr}1st Oct. , 07

To,

The Directors/Project Directors of the Institutes/National
Research Centres/Bureaux/Project Directorates/Zonal Coordinators.

**Subject: Revised guidelines for evaluation of Scientists for promotion from
Scientist to Scientist (Sr.Scale) and from Scientist (Sr. Scale) to
Sr. Scientist under Career Advancement Scheme-Reg.**

Sir,

Please refer to Council's letter of even no. dated 31.07.2003 vide which the guidelines for promotion from Scientist to Scientist (Sr. Scale) and Scientist (Sr. Scale) to Scientist (Selection Grade)/Sr. Scientist were forwarded. The guidelines have since been revised with the approval of the Hon'ble AM. A copy of the revised guidelines is forwarded herewith. The assessment of the Scientists for promotion from Scientist to Scientist (Sr. Scale) and Scientist (Sr. Scale) to Sr. Scientist may be done accordingly. However, the cut off percentage for promotion from Scientist to Scientist (Sr. Scale) and from Scientist (Sr. Scale) to Sr. Scientist shall remain 65% and 70% respectively.

Yours faithfully,

(V.K. Sharma)

Under Secretary (Personnel)

Copy to:-

1. Sr. PPS to DG, ICAR
2. Sr. PPS to Secretary, ICAR

3. PS to FA(DARE)
4. Director (Fin.), ICAR
5. DS(P)/US(P)
6. Legal Advisor, ICAR
7. Personnel Section I/II/III and Assessment Unit
8. The President, ARSS Forum
9. Media information Unit for ICAR website.
10. Spare copies.


For Under Secretary (P)



AGRICULTURAL SCIENTISTS RECRUITMENT BOARD
KRISHI ANUSANDHAN BAHVAN-I, PUSA, NEW DELHI - 110012

**GUIDELINES FOR PREPARATION OF SCORE CARDS FOR
 CAREER ADVANCEMENT OF ICAR SCIENTISTS FROM
 SCIENTIST TO SCIENTIST (SS)**

	Part I. Evaluation of Scientist who is principally engaged in research work only (where more than 75% of the work time is allotted to research alone) (Use score card with code : CAS.S.RESEARCH)	Max. Score
A	SCIENTIST'S ACHIEVEMENTS IN RESEARCH	50
A01	<ul style="list-style-type: none"> Research Projects 10 marks for each (Each project will score only once during its tenure). 	30
A02	<ul style="list-style-type: none"> Institutionally mandated activities allotted / Training / Extension / Services provided as per Institute mandate/Teaching (1 mark for each assignment per year) 	15
A03	<ul style="list-style-type: none"> Technologies developed, participatory technology development, prototype, genetic stock, variety, product, vaccine, diagnostic kit, process, concept, methodology (2.5 marks for each) 	5
B	CONFIDENTIAL REPORTS	30
B01	<ul style="list-style-type: none"> For Ph. D holders: 7.5 marks for Outstanding, 6.0 marks for Very Good, 4.5 marks for Good, 3.0 marks for Average, 1.5 marks for Below Average. For M.Sc holders: 5 marks for Outstanding, 4 marks for Very Good, 3 marks for Good, 2 marks for Average, 1 mark for Below Average. (Grading to be awarded for each year) . 	
C	PUBLICATIONS	20
C01	<ul style="list-style-type: none"> Research Papers Three research papers published during the period of review will be allocated score according to the National Academy of Agricultural Sciences (NAAS) rating of Scientific Journals, 2004 (Jm ID A001 to Z015) on a scale of 0.5 to 4.0 and totaled and multiplied by a factor of 2.0. (restricted to a maximum of 18) 	18
C02	<ul style="list-style-type: none"> Other publications: 1 mark for each research note/technical article/popular article 	2
Σ	TOTAL	100

	Part I. Evaluation of Scientist who is engaged in research work as well as teaching/training or extension work where the work time allotted to research is about 50% of the total time and the rest being devoted to teaching/training OR Extension (only one section to be used in col. B) (Use score card with code : CAS.S.RES-TEACH/TRG OR EXT	Max. Score
A	SCIENTIST'S ACHIEVEMENTS IN RESEARCH	35
A01	<ul style="list-style-type: none"> • Research Projects 10 marks for each (Each project will score only once during its tenure). 	20
A02	<ul style="list-style-type: none"> • Institutionally mandated activities allotted / Services provided as per Institute mandate (1 mark for each assignment per year) 	10
A03	<ul style="list-style-type: none"> • Technologies developed, participatory technology development, prototype, genetic stock, variety, product, vaccine, diagnostic kit, process, concept, methodology (2.5 mark for each) 	5
B	SCIENTIST'S ACHIEVEMENT IN TEACHING/TRAINING	20
B01	<ul style="list-style-type: none"> • Courses taught 3 marks for each course in a trimester and 5 marks for each course in a semester 	15
B02	<ul style="list-style-type: none"> • Help in preparation of teaching manuals/instructional materials etc) (1 mark for each assignment) 	5
OR		OR
B	SCIENTIST'S ACHIEVEMENTS IN EXTENSION	20
B01	<ul style="list-style-type: none"> • Field day/ farmers fair, demonstration, exhibitions etc. 2 marks for each 	8
B02	<ul style="list-style-type: none"> • Lectures given in training programmes: 2 marks for each 	8
B03	<ul style="list-style-type: none"> • Technology assessment and refinement through participatory extension: 2 marks for each 	4
C	CONFIDENTIAL REPORTS	30
C01	<ul style="list-style-type: none"> • For Ph. D holders: 7.5 mark for Outstanding, 6.0 marks for Very Good, 4.5 marks for Good, 3.0 marks for Average, 1.5 marks for Below Average. • For M.Sc holders: 5 marks for Outstanding, 4 marks for Very Good, 3 marks for Good, 2 marks for Average, 1 mark for Below Average. <p align="center">(Grading to be awarded for each year) ..</p>	
D	PUBLICATIONS	15
D01	<ul style="list-style-type: none"> • Research Papers Two research papers published during the period of review will be allocated score according to the National Academy of Agricultural Sciences (NAAS) rating of Scientific Journals, 2004 (Jm ID A001 to Z015) on a scale of 0.5 to 4.0 and totaled and multiplied by a factor of 2.0. (restricted to a maximum of 12) 	12
D02	<ul style="list-style-type: none"> • Other publications: 1 mark for each research note/technical article/Extension bulletin/popular article 	3
Σ	TOTAL	100

Part I. Evaluation of Scientist who is engaged in research work as well as teaching/training or extension work where the work time allotted to research is about 50% of the total time and the rest being devoted to teaching/training AND Extension (only one section to be used in col. B) (Use score card with code : CAS.S.RES-TEACH/TRG AND EXT		Max. Score
A	SCIENTIST'S ACHIEVEMENTS IN RESEARCH	25
A01	<ul style="list-style-type: none"> • Research Projects 10 marks for each (Each project will score only once during its tenure). 	10
A02	<ul style="list-style-type: none"> • Institutionally mandated activities allotted / Services provided as per Institute mandate (1 mark for each assignment per year) 	10
A03	<ul style="list-style-type: none"> • Technologies developed, participatory technology development, prototype, genetic stock, variety, product, vaccine, diagnostic kit, process, concept, methodology (2.5 marks for each) 	5
B	SCIENTIST'S ACHIEVEMENT IN TEACHING/TRAINING	15
B01	<ul style="list-style-type: none"> • Courses taught 3 marks for each course in a trimester and 5 marks for each course in a semester 	10
B02	<ul style="list-style-type: none"> • Help in preparation of teaching manuals/instructional materials etc) (1 mark for each assignment) 	5
C	SCIENTIST'S ACHIEVEMENTS IN EXTENSION	15
C01	<ul style="list-style-type: none"> • Field day/ farmers fair, demonstration, exhibitions etc. 2 marks for each 	6
C02	<ul style="list-style-type: none"> • Lectures given in training programmes: 2 marks for each 	6
C03	<ul style="list-style-type: none"> • Technology assessment and refinement through participatory extension: 2 marks for each 	3
D	CONFIDENTIAL REPORTS	30
D01	<ul style="list-style-type: none"> • For Ph. D holders: 7.5 marks for Outstanding, 6.0 marks for Very Good, 4.5 marks for Good, 3.0 marks for Average, 1.5 marks for Below Average. • For M.Sc holders: 5 marks for Outstanding, 4 marks for Very Good, 3 marks for Good, 2 marks for Average, 1 mark for Below Average. <p>(Grading to be awarded for each year) ..</p>	
E	PUBLICATIONS	15
E01	<ul style="list-style-type: none"> • Research Papers Two research papers published during the period of review will be allocated score according to the National Academy of Agricultural Sciences (NAAS) rating of Scientific Journals, 2004 (Jm ID A001 to Z015) on a scale of 0.5 to 4.0 and totaled and multiplied by a factor of 1.5 (restricted to a maximum of 9) 	9
E02	<ul style="list-style-type: none"> • Other publications: 1 mark for each research note/technical article/extension bulletins/popular article 	6
Σ	TOTAL	100

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**GUIDELINES FOR PREPARATION OF SCORE CARDS FOR
 CAREER ADVANCEMENT OF ICAR SCIENTISTS FROM
 SCIENTIST (SS) TO SR. SCIENTIST**

Part I. Evaluation of Scientist who is principally engaged in research work only (where more than 75% of the work time is allotted to research alone) (Use score card with code : CAS.SSS.RESEARCH)		Max. Score
A	SCIENTIST'S ACHIEVEMENTS IN RESEARCH	40
A01	• Research Projects 5 marks for PI and 4 for Co-PI (Each project will score only once during its tenure).	20
A02	• Institutionally mandated activities allotted / Training / Extension / Services provided as per Institute mandate/Teaching (1 mark for each assignment per year)	10
A03	• Technologies developed, participatory technology development, prototype, genetic stock, variety, product, vaccine, diagnostic kit, process, concept, methodology; patents filed (3 marks for PI and 2 marks for CO-PI) ;	10
B	CONFIDENTIAL REPORTS	30
B01	• 6 marks for Outstanding, 5 marks for Very Good, 4 marks for Good, 3 marks for Average, 2 marks for Below Average. (Grading to be awarded for each year) .	
C	PUBLICATIONS	25
C01	• Research Papers (Full score for the First Author, 0.75 score each for rest of the authors) Six best research papers published during the period of review will be allocated score according to the National Academy of Agricultural Sciences (NAAS) rating of Scientific Journals, 2004 (Jm ID A001 to Z015) on a scale of 0.5 to 4.0 and totaled. (restricted to a maximum of 18)	18
C02	• Books authored: 2 marks for first author, 1.5 marks each for co authors. • Books/Conference Proceedings edited: 1 mark for first editor, 0.75 mark for each co-editor. • Book chapters/ Manuals/ Bulletins: 0.5 mark for first author, 0.25 mark for each co-author. • Technical Articles : 0.5 mark for first author, 0.25 mark for each co-author (Max marks limited to 2	7
D	PEER RECOGNITION	5
D01	• International and National Awards / Fellowships (Post-Doctoral/Academies	

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	<p>and Societies): 2 marks each.</p> <ul style="list-style-type: none">• Institutional or recognized professional societies award / fellowship / journal editor : 1 mark each• Best Paper, Best Posters 0.5 mark each. <p>(Note: Conference prizes / medals, office bearers of societies excluded)</p>	
D02	<ul style="list-style-type: none">• Convener or co-convener of seminars / symposia / conference / summer or winter school / training programme / refresher course of duration 7 to 20 days : 1 mark each; 21 days or more: 2 marks each. <p>(Note: Workshop / trainings organized as a part of duty of the post, simple participation, giving of lecture or presentation of paper will not be considered)</p>	
Σ	TOTAL	100

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Part I. Evaluation of Scientist who is engaged in research work as well as teaching/training or extension work where the work time allotted to research is about 50% of the total time and the rest being devoted to teaching/training <u>OR</u> Extension (only one section to be used in col. B) (Use score card with code : CAS.SSS.RES-TEACH/TRG or EXT		Max. Score
A	SCIENTIST'S ACHIEVEMENTS IN RESEARCH	25
A01	• Research Projects 5 marks for PI and 4 for Co-PI (Each project will score only once during its tenure).	10
A02	• Institutionally mandated activities allotted / Services provided as per Institute mandate (1 marks for each assignment per year)	10
A03	• Technologies developed, prototype, genetic stock, variety, product, vaccine, diagnostic kit, process, concept, methodology; patents filed (3 marks for PI and 2 marks for CO-PI) ;	5
B	SCIENTIST'S ACHIEVEMENT IN TEACHING/TRAINING	20
B01	• Courses taught 3 marks for each course in a trimester and 5 marks for each course in a semester	15
B02	• Help in preparation of teaching manuals/instructional materials etc) (1 mark for each assignment)	5
OR		OR
B	SCIENTIST'S ACHIEVEMENTS IN EXTENSION	20
B01	• Field day/ farmers fair, demonstration, exhibitions etc. 2 marks for each	8
B02	• Lectures given in training programmes: 2 marks for each	8
B03	• Technology assessment and refinement through participatory extension: 2 marks for each	4
C	CONFIDENTIAL REPORTS	30
C01	• 6 marks for Outstanding, 5 marks for Very Good, 4 marks for Good, 3 marks for Average, 2 marks for Below Average. (Grading to be awarded for each year) .	
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D02	• Books authored: 2 marks for first author, 1.5 marks each for co authors. • Books/Conference Proceedings edited: 1 mark for first editor, 0.75 mark for each co-editor. • Book chapters/ Manuals/ Bulletins: 0.5 mark for first author, 0.25 mark for each co-author. • Technical Articles : 0.5 mark for first author, 0.25 mark for each co-author (Max marks limited to 2)	8
D	PEER RECOGNITION	5
D01	• International and National Awards / Fellowships (Post-Doctoral/Academies and Societies): 2 marks each. • Institutional or recognized professional societies award / fellowship / journal editor : 1 mark each	

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	<ul style="list-style-type: none">• Best Paper, Best Posters 0.5 mark each. <p>(Note: Conference prizes / medals, office bearers of societies excluded)</p>	
D02	<ul style="list-style-type: none">• Convener or co-convener of seminars / symposia / conference / summer or winter school / training programme / refresher course of duration 7 to 20 days : 1 mark each; 21 days or more: 2 marks each. <p>(Note: Workshop / trainings organized as a part of duty of the post, simple participation, giving of lecture or presentation of paper will not be considered)</p>	
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A02	<ul style="list-style-type: none"> • Institutionally mandated activities allotted / Services provided as per Institute mandate (1 mark for each assignment per year) 	10
A03	<ul style="list-style-type: none"> • Technologies developed, participatory technology development, prototype, genetic stock, variety, product, vaccine, diagnostic kit, process, concept, methodology; patents filed (3 marks for PI and 2 marks for CO-PI) ; 	5
B	SCIENTIST'S ACHIEVEMENT IN TEACHING/TRAINING	10
B01	<ul style="list-style-type: none"> • Courses taught 3 marks for each course in a trimester and 5 marks for each course in a semester 	5
B02	<ul style="list-style-type: none"> • Help in preparation of teaching manuals/instructional materials etc) (1 mark for each assignment) 	5
C	SCIENTIST'S ACHIEVEMENTS IN EXTENSION	15
C01	<ul style="list-style-type: none"> • Field day/ farmers fair, demonstration, exhibitions etc. 2 marks for each 	6
C02	<ul style="list-style-type: none"> • Lectures given in training programmes: 2 marks for each 	6
C03	<ul style="list-style-type: none"> • Technology assessment and refinement through participatory extension: 2 marks for each 	3
D	CONFIDENTIAL REPORTS	30
D01	<ul style="list-style-type: none"> • 6 marks for Outstanding, 5 marks for Very Good, 4 marks for Good, 3 marks for Average, 2 marks for Below Average. (Grading to be awarded for each year) . 	
E	PUBLICATIONS	20
E01	<ul style="list-style-type: none"> • Research Papers Four research papers published during the period of review will be allocated score according to the National Academy of Agricultural Sciences (NAAS) rating of Scientific Journals, 2004 (Jm ID A001 to Z015) on a scale of 0.5 to 4.0 and totaled (restricted to a maximum of 12) 	12
E02	<ul style="list-style-type: none"> • Books authored: 2 marks for first author, 1.5 marks each for co authors. • Books/Conference Proceedings edited: 1 mark for first editor, 0.75 mark for each co-editor. • Book chapters/ Manuals/ Bulletins: 0.5 mark for first author, 0.25 mark for each co-author. • Technical Articles : 0.5 mark for first author, 0.25 mark for each co-author (Max marks limited to 2 	8
D	PEER RECOGNITION	5
D01	<ul style="list-style-type: none"> • International and National Awards / Fellowships (Post-Doctoral/Academies and Societies): 2 marks each. • Institutional or recognized professional societies award / fellowship / journal editor : 	

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	<p>1 mark each</p> <ul style="list-style-type: none">• Best Paper, Best Posters 0.5 mark each. <p>(Note: Conference prizes / medals, office bearers of societies excluded)</p>	
D02	<ul style="list-style-type: none">• Convener or co-convener of seminars / symposia / conference / summer or winter school / training programme / refresher course of duration 7 to 20 days : 1 mark each; 21 days or more: 2 marks each. <p>(Note: Workshop / trainings organized as a part of duty of the post, simple participation, giving of lecture or presentation of paper will not be considered)</p>	
Σ	TOTAL	100

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