



कृषि वैज्ञानिक चयन मंडल

(कृषि अनुसन्धान और शिक्षा विभाग)

कृषि अनुसन्धान भवन - 1, नई दिल्ली - 110012

AGRICULTURAL SCIENTISTS RECRUITMENT BOARD

(DEPARTMENT OF AGRICULTURAL RESEARCH & EDUCATION)
KRISHI ANUSANDHAN BHAWAN-I, NEW DELHI-110012



Application Form for the post of Deputy Directors General (DDG), Directors of National Institutes and Equivalent Positions

Instructions for candidates

1. The candidate must be a citizen of India.
2. A separate application form must be submitted for each post/item in the advertisement. The name of the post applied for should be written clearly at the top of the envelope / first page of the folder being submitted as application form.
3. Persons in service may apply along with the application fee (as applicable) directly to the Secretary, ASRB so as to reach it on or before the closing date. The No Objection Certificate from the parent office/ employer must reach to Secretary, ASRB, within 15 (fifteen) days after the closing date of submission of applications, failing which the application would stand automatically rejected without notice.
4. The candidate on deputation/ foreign service should submit the No Objection Certificate from his/her parent office under intimation to office in which he/she is on deputation/foreign service. This NOC must reach to Secretary, ASRB, within 15 (fifteen) days after the closing date of submission of applications, failing which the application would stand automatically rejected without notice.
5. NOC may also be submitted through email to secretary.asrb@gov.in and original copy be produced at the time of interview, if shortlisted.
6. The candidates should attach self-attested copies of documents as specified in the application form. Candidates should ensure submission of only authentic documents, originals of which will be verified at the time of the interview, in case the candidate is shortlisted for interview. Any non-compliance may result in rejection of the application.
7. The application fee of Rs 1500/- should be submitted online to Bank Account Number **24133050000035**, IFSC Code **SYNB0009029** / SWIFT Code **SYNBINBB019** and the Transaction ID should be entered in the application form at the relevant column. Candidates applying from outside India should pay the prescribed fee through "SWIFT" in ASRB's account as detailed above. Any Bank charges should necessarily be borne by the applicant. The Candidates belonging to OBC category are required to pay full fee and are not exempted from the fee payment. SC/ST/Women/Divyang applicants need not to pay any fee.
8. SC/ST/ Divyang applicants must attach self attested copy of relevant certificate issued by the competent authority.
9. Incomplete applications and applications not accompanied with the prescribed fee (unless exempted) are liable to be rejected.

10. The Board does not defray the travelling or other expenses of applicants/ candidates called for interview. In service candidates, may be considered to be 'On Duty' for the purposes of attending the interview if called for the same, subject to approval of the competent authority of the organization wherein they are employed.
11. A candidate must be in sound health. He/she must be prepared to undergo such medical examination and satisfy such medical authority as required.
12. All applicants, once selected, shall be governed by the terms and conditions as given in the advertisement of the posts requisitioned to ASRB by Indian Council of Agricultural Research (ICAR), which is an autonomous organization. The grant of leave, pay, advance, traveling and other allowances, and other service conditions, of officers and establishments in the service of the Council are regulated in accordance with the relevant rules/instructions issued by the ICAR/Government of India from time to time and the applicants must check this directly with ICAR or the Institution for which they are applying. ASRB is only the recruiting agency which functions under Department of Agricultural Research & Education and has no role to play with regard to service conditions.
13. The decisions of the Board (ASRB) with regard to the eligibility or otherwise of any candidate based upon evaluation of the application and particulars/records submitted with the application by the candidate shall be final, and the Board will not enter into any correspondence in this regard with the unsuccessful candidates.
14. **Canvassing in any manner shall lead to disqualification.**

Instructions for filling up of Part-B

- A. The candidates are advised to carefully go through the details of ASRB Score Card relevant to the post applied for.
- B. Part B of the application form should be filled up carefully as it is considered for evaluation and scoring.
- C. Each parameter mentioned in Part-B carries a certain weightage of marks. Hence, the candidates are instructed to fill them legibly or even type. It is clarified that marks will be assigned only for those attributes that are over and above the essential qualifications for eligibility.
- D. While filling the application form, please refer to the corresponding paragraph in the Score Card for more details.
- E. The application form with copies of all necessary documents should be properly page numbered and the relevant page number of the application form should be provided against each item in Part B. In case, the necessary document cannot be submitted, the reason of same should be given on a single A4 size sheet with Arial Font size 12 with 1.5 spacing and page number of this Sheet should be indicated at the relevant column in the application form.

- F. The application form also has a provision of filling '*Marks Claimed by the candidate*' under each item. This is a self-assessment which candidates may fill on their own as per the Score Card. However, ASRB will do its own assessment under each item and the actual marks assigned by ASRB will be final and binding.
- G. Any other information: May include any significant contribution relevant to the post applied for or not covered elsewhere, which can be placed as the last page of the application form, on a separate sheet of paper – not exceeding one A4 size page with Arial Font Size 12 with Spacing 1.5.
- H. Providing any false information or claim may render the candidate liable to action as deemed fit by the Board including disqualification of candidature and barring from future recruitments under ASRB.
- I. This application form should be filled by candidates applying against Posts of Item Nos. 1 to 8 of the Advt 01/2019.

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DEPARTMENT OF AGRICULTURAL RESEARCH AND EDUCATION
KRISHI ANUSANDHAN BHAWAN-I, PUSA, NEW DELHI-110012

No Objection Certificate by the Employer

1. The entries made in **Part A of** the application of Dr./Sh./Smt./Km for the post of have been duly verified from the records and are found correct.
2. The entries made in **Part B of** the application of Dr./Sh./Smt./Km for the post of have been filled in by the applicant and he / she is himself /herself responsible for the authenticity of the same.
3. Certified that the applicant is clear from Vigilance Angle.
4. The gist of APAR grading/rating for the preceding five years is as follows: -

Year →					
Final Grading/Rating →					

(Note: The responsibility of sharing the ACR /APAR details with the forwarding authority shall be on the applicant).

5. This office has No Objection to the Candidate applying for the above-mentioned post.

Signature

Name

Designation

Office Seal

Date

-
1. In service candidates should get the above NOC signed by the competent authority.
 2. All the entries mentioned above are mandatory.

AGRICULTURAL SCIENTISTS RECRUITMENT BOARD
DEPARTMENT OF AGRICULTURAL RESEARCH AND EDUCATION

KRISHI ANUSANDHAN BHAWAN-I, PUSA, NEW DELHI-110012

Please affix your
latest passport size
self attested
photograph

(To be filled in by the candidate)

Name of the Applicant (in Block Letters)			
Post Applied for			
Advertisement No.			
Item No.			
Details of Fee Paid/ Date of Payment	Transaction ID and Bank Details from where online payment made	Amount of Fee Remitted (in Rs.)	Category in case exempted from Fee

Signature of the candidate

For Official Use Only

Date of receipt of the application

Checked by	Dealing Assistant	Section Officer	Remarks, if any

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PART-A

1	Name of the Candidate (in Block Letters)	
2	Father's / Mother's / Spouse Name	
3	Gender (Male / Female / Others)	
4	Date of Birth (DD-MM-YYYY)	
5	Are you a citizen of India by birth/domicile?	
6	Category (SC/ST/OBC/Divyang/UR)	
7	Present Designation of the Candidate	
8	Present Pay Scale/ Pay Level with Basic Pay (Candidates with different salary structure should fill gross monthly emoluments in equivalent Rupees)	
9	Name of the Parent Office	
10	If the Candidate is on Deputation/Foreign Service, Indicate name of the office in which he/she is on deputation/foreign service.	
11	Actual place of posting	
12	Postal address for correspondence with PIN code	
13	Permanent Address with PIN code	
14	Contact Details	Mobile No.
		E-mail ID
15	Do you belong to Agricultural Research Service (ARS) of ICAR? If so, state the discipline and year of recruitment.	
16	Have you ever been convicted by a court of law for any offence? If so, give details thereof.	
17	Have you ever been punished or debarred from service of Govt. or other organization etc.? If so, give details thereof.	
18	Whether any disciplinary/criminal case is pending against you? Has any major/minor penalty been imposed on you? If so, give details thereof.	
Date		Signature of the candidate
Place		

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 KRISHI ANUSANDHAN BHAWAN-I, PUSA, NEW DELHI-110012

PART-B

Please affix your latest passport size self-attested photograph

Post applied for:

Advt. No. /Item No.:

1	Name of the Candidate (in Block Letters)	
2	Date of Birth (DD-MM-YY)	
3	Category (SC/ST/OBC/Divyang/UR)	
4	Present Designation of the Candidate	
5	Name of the Parent Office	
6	Present Pay Scale/ Pay Level with Basic Pay (Candidates with different salary structure should fill gross monthly emoluments in equivalent Rupees)	
7	Please specify under which category of essential qualification you have applied (Regular/Eminent)	Regular/Eminent

1. Academic Qualifications

Level	Year of Passing	Institute/ University	Subject(s) with major field	Class/ Division/ Grade/ Percentage/ OGPA	Page number of relevant document in application	Marks claimed by the Candidate
Graduation						
Post-Graduation						
Ph.D.						

1.2. Position in the University / Institute

Name of University / Institute	Name & Year of Examination	Position attained / Gold Medal	Page number of relevant document in application	Marks claimed by the Candidate

1.3. Ph.D. Thesis Award				
Award Received	Awarding University / Institution/Society	Year	Page number of relevant document in application	Marks claimed by the Candidate

1.4. Post-Doctoral Fellowships and Other Qualifications				
Name of Fellowship/ MBA/ PG Diploma	Name of Institution	Duration of Fellowship/Course	Page number of relevant document in application	Marks Claimed by the Candidate

Note: 1. Provide evidence of Class/Division with appropriate conversion formula of the awarding University and other academic achievements listed above.

2. Experience in Professional Field		
2.1. Qualifications advertised for the post		
Prescribed Essential Qualifications	Qualifications possessed by the candidate*	Remarks
1. Doctoral Degree		
2. Minimum 8 years of experience with Grade Pay Rs. 10000		
3. Minimum 3 years of experience in RMP		
4. Minimum 5 years' experience or 3 years cumulated experience for positions mentioned in Para 2.1 (ii) of Score Card		
5. Minimum 21 years of experience as Eminent Scientist		
6. National / International Awards as per 2.1 (i) for Eminent Scientists		
7. Fellows of recognized National / International Academies as per 2.1 (ii) for Eminent Scientists		
8. Minimum 10 publications in journals with NAAS rating of 7.5 and above as per 2.1 (iii) for Eminent Scientists		
Prescribed Desirable Qualifications	Qualifications possessed by the candidate*	Remarks

*Please clearly specify how the applicant fulfils the qualifications mentioned for the post.

2.2. Experience over and above the prescribed essential years stipulated as minimum qualifications – as per 2.2. of the Score Card

Name of the Post	Name of Institution	Number of Years Served	Page number of relevant document in application	Marks Claimed by the Candidate

Note: Item # 2.3 & 2.4 are not applicable for the post of DDG and equivalent

2.5. Leadership Attributes

2.5.1.

Major R & D programs undertaken – those where you lead a team of 10 or more scientists.

Name of the Program	Name of Institution	Number of Scientists involved	Role of applicant	Page number of relevant document in application	Marks claimed by the Candidate

Inter - institutional collaboration (National & International) developed

Name of Initiative / Collaboration	Names of Institutions involved	Role of applicant	Page number of relevant document in application	Marks Claimed by the Candidate

New academic/research/extension programs started

Name of the Program	Name of Institution & Year Launched	Role of applicant	Page number of relevant document in application	Marks Claimed by the Candidate

Functional Industry-Institutional linkages established/MOU signed				
Details of Linkage / MOU	Names of Industries / & Institutions involved & Year of Signing	Role of applicant	Page number of relevant document in application	Marks Claimed by the Candidate
Bringing recognition to the Institute for a National/ International Award under your leadership.				
Name of the Award	Year of Award & Awarded By	Role of applicant	Page number of relevant document in application	Marks Claimed by the Candidate
2.5.2				
Incubatees /Start-ups of technology with partnership/sponsorship				
Name of Incubatee / Start-up	Year of start	Names of Partners	Page number of relevant document in application	Marks Claimed by the Candidate
Adjunct/ Visiting Faculty Positions created				
Name of Position	Faculty/Discipline	Year of creation	Page number of relevant document in application	Marks Claimed by the Candidate
Village-based Institutions (FPO, FPC, Commodity Based Organizations, SHGs) created				
Name of Institution	Location created	Year of creation	Page number of relevant document in application	Marks Claimed by the Candidate

2.6. Contributions as Leader in the Area of Research Management

Amount of External Research Grant Generated	Name of Funding Agency	Year of Sanction	Page number of relevant document in application	Marks Claimed by the Candidate
Name of Infrastructure Work	Value of the Work	Year of Sanction & Completion	Page number of relevant document in application	Marks Claimed by the Candidate

3. Recognitions & Awards/ Special Attainments

3.1. Recognitions & Awards

Category of Recognition/ Award	Details of Recognition/ Award	Year	Awarding organization	Page number of relevant document in application	Marks Claimed by the Candidate
i. Padma Awards					
ii. National Awards					
iii. Fellowship of Recognized National /International Academies					
iv. Fellowship of other recognized National / International Academies					
v. Other National/ International Awards					
vi. State Government/ National/ International Institutes/ Universities/ Registered Professional Society Awards					
vii. Associate-ship of Recognized National /International Academies					
viii. Associate-ship of other Recognized National / International Academies					

3.2 Special Attainments

Category of Special Attainment	Details of Special Attainment	Year	Page number of relevant document in application	Marks Claimed by the Candidate
i. National / International Scientific Committees				
ii. Member of Policy Making Bodies/Task Force/ Committees of International/ National /State/QRT/IMC/ RAC/ BOM Member/ Editor/ Chief Editor of NAAS-rated Journals				

iii.	Positions held in National and International Academies/ Professional Societies (registered)				
iv.	Minimum twelve weeks' experience of working in an International Organization / Laboratory				
v.	Visiting/Adjunct Faculty to International / National Institute /State Agricultural Universities.				
vi.	Invited Lecture/ Keynote Speaker /Chairman of a Technical Session in International Conferences, Seminar etc.				
vii.	Member of International Delegation.				
viii.	Organizing Secretary/ Convener of National/ International conferences				

4. Discoveries, Inventions and Innovations

(Candidates are advised to fill the row whichever is applicable)

	Activities	Details of Special Achievements	Page number of relevant document in application	Marks Claimed by the Candidate
4.1	Development of Crop Variety & Coverage Area			
4.2	Development of Animal Strain/ Breed			
4.3	Development of Technologies/ Product			
4.4.	Development of Concept, Theory, Process and Package of Practices			
4.5	Patents/ Copyrights & Commercialization			
4.6	Discoveries/Inventions			
4.7	New Traits/ Genes Identified			
4.8	Policy Papers/Policy Briefs			
4.9	Information Technology/ Statistical Methodologies			
4.10	Value Chain/ Model Villages			
4.11	Innovative Extension Methodologies			

5. Teaching / Research / Extension

Major function (Teaching/ Research/ Extension)

Minor function (Teaching/ Research/ Extension)

Note: Applicant should fill only one major function and one minor function

5.1. Teaching as Major Function**5.1.1. Teaching**

Course Id & Course Title	Credit Hours	Credit load taken by applicant per year	Year	Page number of relevant document in application	Marks Claimed by the Candidate

5.1.2 Research Guidance as Major Guide or Co-Guide

Name of Student	Degree Programme	Year of Completion	Major Guide / Co-Guide	Page number of relevant document in application	Marks Claimed by the Candidate

5.1.3. Capacity Building Training Programmes

Name of the program organized	Sponsoring agency	Year	Duration	Page number of relevant document in application	Marks Claimed by the Candidate

5.1.4. Student Performance (For whom the Applicant Served as Major Guide)

Name of Student	Degree/ Program	Year of Award	Name of the Award	Page number of relevant document in application	Marks Claimed by the Candidate

5.1.5 Lectures Delivered in Summer/ Winter Schools, Refresher courses, Symposia, Conference				
Program name	No. of lectures delivered	Whether published in proceedings?	Page number of relevant document in application*	Marks Claimed by the Candidate

* Relevant document can be self-certified with list of lectures delivered along with date and name of Institution where delivered

5.1.6 Seminar / Symposium organized as Chairman/Organizing Secretary/ Convener					
Name of Seminar / Symposium organized	Sponsoring agency	Role of applicant	Year	Page number of relevant document in application	Marks Claimed by the Candidate

OR

5.1 Research as Major Function					
5.1.1 Research Projects					
Name of the project	Level of association (PI/Co-PI / Associate)	Sponsoring Organization	Duration	Page number of relevant document in application	Marks Claimed by the Candidate

5.1.2 Research Guidance as Major Guide or Co-Guide					
Name of Student	Degree Program	Year of Completion	Major Guide or Co-Guide	Page number of relevant document in application	Marks Claimed by the Candidate

OR

5.1. Extension Education as Major Function				
5.1.1 Technology Application, Demonstration and Adoption				
Activity	Project Leader / Nodal officer / Associate	Impact	Page number of relevant document in application	Marks Claimed by the Candidate

5.1.2 Extension Approaches for Technology Dissemination

Activity	Program Details	Page number of relevant document in application	Marks Claimed by the Candidate

5.1.3. Capacity Building Training Programmes

Name of the program organized	Sponsoring agency	Year	Duration	Page number of relevant document in application	Marks Claimed by the Candidate

5.2. Minor Function Details (Teaching/ Research/ Extension)

For any of the teaching, research or extension as the Minor Function the award of marks will be granted as narrated and distributed for Major Function. But the aggregate for minor functions will be multiplied by 0.25 to arrive at the marks for the Minor Function.

5.3. Externally Funded Projects

Title of the Project	Level of Association (PI/CoPI/Associate)	Value of the Project (in lakhs)	Sponsoring Agency	Page number of relevant document in application	Marks Claimed by the Candidate

6. Publications**6.1. Applicable to Scientists other than Social Scientists****6.1.1. Publications (Refereed Journals)**

(For other than Social Scientists)

List 35 best full length papers

The NAAS ratings as available on closing date of the applications for posts advertised shall be applicable for the purpose.

Authors, Year of publication, Title of the paper	Journal Name, Volume and Page No.	First Author (Yes/No)	NAAS Journal Id	NAAS Rating	Marks Claimed by the Candidate

Note: No Score will be given if references are incomplete

6.1.2. Other Publications (For Scientists other than Social Scientists)*(Candidates may refer to the scorecard and fill the column as per the post applied for)*

Category of publication	Title of publication	Authors	First Author (Yes/No)	Year and Number of pages	Publisher	Marks Claimed by the Candidate
i. Books with ISBN / Monographs						
ii. Book Chapters / Training Manuals						
iii. Popular articles/ Bulletins/ Short Communications						
iv. Papers published on Policy issues.						

6.1.3. h – Index (Google Scholar Index)

Google Scholar Index	Google Scholar Index /10	Marks Claimed by the Candidate

OR**6.1. Applicable to Social Scientists and Scientists working in KVKs****6.1.1. Publications (Refereed Journals)***(For Social Scientists and Scientists working in KVKs)***List 30 best full length papers**

Authors, Year of publication, Title of the paper	Journal Name, Volume and Page No.	First Author (Yes/No)	NAAS Journal Id	NAAS Rating	Marks Claimed by the Candidate

Note: No Score will be given if references are incomplete**6.1.2. Other Publications (For Social Scientists and Scientists working in KVKs)**

Categories of publications	Title of publication	Authors	First Author (Yes/No)	Year and Number of Pages	Publisher	Marks Claimed by the Candidate
i. Books with ISBN / Monographs						
ii. Book Chapters / Training Manual						
iii. Popular articles/ Bulletins/ Short Communications						

iv.	Electronic Media Coverage / Articles in Newspapers and Magazines						
v.	Papers published on Policy issues						

6.1.3. h – Index (Google Scholar Index)

Google Scholar Index	Google Scholar Index /10	Marks Claimed by the Candidate

7. Institution building / Service functions

(Applicants are advised to see the details of service functions under each category in the relevant score card for the post before filling up the application form.)

7.1 Activities at the Institute/University/Council Level**7.1.1 Institution Building**

Name and Details of Activity	Level of Involvement	Amount (Rs. in lakhs)	Page number of relevant document in application	Marks Claimed by the Candidate

7.1.2. Revenue Generation

Category of activities	Description of Activities	Year	Amount (Rs. in lakhs)	Page number of relevant document in application	Marks Claimed by the Candidate

Note: The claim for Revenue Resource Generation should be supported with documentary proof. Sale of farm produce and External Grants do not qualify for resource generation.

7.1.3. Other Activities

Activities	Details of activity	Level of involvement	Amount (Rs. in lakhs) (if applicable)	Page number of relevant document in application	Marks Claimed by the Candidate

7.2. Service functions

Category of service functions	Details of Services Provided	Page number of relevant document in application	Marks Claimed by the Candidate

Note: For options under the field “Category of Service Functions”, please refer relevant score card.

8. Details of Posts applied during last 3 years including the current advertisement.

S. No.	Name of the post	Advt. No.	Item No.	Whether called for interview (Yes/No)

I hereby declare that the statements made in the application (Part-A & Part-B) are true.

Date
Place

Candidate’s Signature