

CCRAS POST DOCTORAL FELLOWSHIP SCHEME

(CCRAS PDF SCHEME)



CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES

Ministry of AYUSH, Government of India
No.61-65, Institutional Area, Opp. 'D' Block
Janakpuri, New Delhi-110058

Websites: www.ccras.nic.in

INDEX

Sl. No.	Particular	Page No.
1.	Introduction	1
2.	About the Scheme	1
3.	Objective	2
4.	Research Areas	2
5.	Eligibility	3
6.	Maximum Age Limit	3
7.	Tenure	4
8.	Remuneration	4
9.	Mode of Selection	4
10.	Joining & Release of Fellowship	5
11.	Monitoring of Fellowship	6
12.	Completion of Fellowship	6
13.	Conditions	7
14.	Accommodation and other benefits	8
15.	Termination of the Fellowship	9
16.	Other relevant information	9
17.	How to apply	9
18.	Budget Estimate for Post Doctoral Fellowship Scheme	10
19.	Annexure- I: Research Proposal Format	(i)- (ii)
20.	Annexure - II : Application Form	(iii) – (vii)
21.	Annexure - III : Undertaking	(viii) – (x)
22.	Annexure - IV : Grant-in-Aid Bill Form	(xi-xiii)
23.	Annexure-V : Annual Progress Report	(xiv-xv)
24.	Annexure-VI : Statement of Expenditure	(xvi)
25.	Annexure-VII : Utilization Certificate as per GFR 2017	(xvii-xviii)
26.	Annexure-VIII: General Guidelines	(xix-xx)
27.	Approval of Ministry of Ayush for CCRAS PDF Scheme	(I)
28.	95th SFC Approval for PDF Scheme	(II) – (III)

CCRAS POST DOCTORAL FELLOWSHIP SCHEME (CCRAS PDF SCHEME)

Central Council for Research in Ayurvedic Sciences (CCRAS), Ministry of AYUSH
Govt. of India, Janakpuri, New Delhi-110058

1. INTRODUCTION:

The Central Council for Research in Ayurvedic Sciences (CCRAS), under Ministry of AYUSH, is an ensemble of 30 tangential institutes. This apex body in India is amongst the leading research organizations in the field of Ayurveda i.e. Indian heritage system of medicine. Over the years, the council is devotedly working for undertaking, coordinating, formulating, developing and promoting research on scientific lines in Ayurvedic Sciences through its different peripheral units and also through collaborative studies with various Universities, Hospitals and Institutes. The research activities of the Council include Medicinal Plant Research (Medico-Ethno Botanical Survey, Pharmacognosy and Tissue Culture), Drug Standardization, Pharmacological Research, Clinical Research, Literary Research, Documentation and Health Care Research Programmes through various outreach activities.

2. ABOUT THE SCHEME:

Ayurveda is currently bearing in mind as an alternative to modern medicine in respect of number of diseases therefore much thrust has been given to the systems of AYUSH as well as Ayurveda, through many initiatives by the Government. A modern approach towards research linked with outcomes is one such initiative being taken by the Ministry of AYUSH. Availability of quality-research manpower is unarguably one of the essential components to achieve this intent. In this milieu, Ministry of AYUSH through its Research Councils has already envisaged AYUSH Ph.D. fellowship scheme to meritorious scholars from AYUSH systems. At this instant as an auxiliary inventiveness “CCRAS Post Doctoral Fellowship Scheme” has been instituted to identify promising young researchers with innovative ideas and provide them with training and research opportunities in different multidisciplinary areas. This scheme is duly approved by the Secretary, Ministry of Ayush, Government of India in his capacity as Chairperson of **Executive Committee** along with the approval of Standing Finance Committee (**SFC**) and Scientific Advisory Board (**SAB**) of the

CCRAS (copy of approvals are appended at **pages I to III**). The scheme aims at facilitating their transition from mentored to independent research career. **CCRAS intends to offer ten (10) such fellowships every year** to promising fresh PhD/PG degree holders of Ayurveda and Ph.D. holders of related science disciplines at reputed organizations like CSIR, ICMR, DBT, National Institutes, recognized Universities and National Institutions of AYUSH etc. These fellowships will be allocated by Director General, CCRAS, depending upon the needs of the Institute/Centre.

3. OBJECTIVE:

3.1. CCRAS Post Doctoral Fellowship is aimed to identify motivated young researchers of Ayurveda and related science disciplines to provide them support for doing research in frontier areas of Ayurveda and to enhance their academic and research capabilities. The fellows will work under a mentor, at reputed organizations like CSIR, ICMR, DBT, National Institutes, recognized Universities and National Institutions of AYUSH etc. for the tenure of two (2) years.

3.2. This Post Doctoral Fellowship also provides an opportunity to acquire new skills, broaden one's horizon and offers a platform for transiting into cross-disciplinary areas, and it is hoped that this training will provide them a platform to develop as an independent researcher.

4. Research Areas:

4.1.The Scheme encourages systems research on any subject focusing on following priority areas –

- (a) Network Pharmacology / In-silico study
- (b) Studies on Drug-Drug interaction
- (c) Toxicogenomics
- (d) Pharmaco-Informatics in Ayurveda System of Medicine
- (e) Ayurveda Biology / System Biology
- (f) Validation of Ayurvedic Principles
- (g) Drug development (Pre-clinical/ Clinical studies) for unmet medical needs
- (h) Ayurveda Dietetics and Pharmaco-nutrition
- (i) Development of Ayurveda based Diagnostic tools
- (j) Biomedical Instrumentation
- (k) Agro-techniques and cultivation protocols for RET Species including Good Agricultural and Collection Practices (GACP)

- (l) Bio-informatics/ Digital Technology
- (m) Research on neglected drugs of Rasa Shastra in all respects including preparations of formulations, chemical analysis, Pre-clinical safety & efficacy studies, genomics safety profile in some drugs, clinical studies etc. and involvement of reputed industries may also be done as per requirement.
- (n) Research on Co-relation of Poorvaroopas with Disease markers.
- (o) Studies on injectable forms of Ayurvedic medicines and exploration of clinical dosage form and uses of classical injectable ayurvedic medications like Suchikabharana Rasa.

5. ELIGIBILITY:

5.1. CCRAS Post Doctoral Fellowship is open to Indian nationals only. The applicant should be an Indian citizen.

5.2. Any PhD/PG degree holders of Ayurveda and Ph.D. degree holders of related science disciplines within three years of award of PhD/PG degree, or those who have submitted PhD theses and also those who have received their provisional PhD/ PG degree can apply.

5.3. Applicants who are about to submit thesis are also eligible to apply, but, their selection will be subject to the condition that they would have submitted thesis before the expiry of the validity of the award offer.

5.4. Applicants should have research publications in high impact factor SCI journals.

6. MAXIMUM AGE LIMIT:

6.1. The candidate should not be more than 40 years of age on the last date of application. Maximum relaxable up to 5 years in case of SC/ST/Physically handicapped candidate and women candidates and 3 years in case of OBC (Non-Creamy Layer) candidates.

6.2. For deserving candidates age can be relaxed maximum up to maximum of 3 years based on earlier work done, publications, awards etc. Director General, CCRAS may consider and relax on the recommendation of the screening committee.

7. TENURE:

CCRAS Post-Doctoral Fellowship is a full time research work for the tenure of two years and extendable for maximum one more year based on outstanding performance and recommendation from the Director General, CCRAS and the Mentor at Institution/ lab where working.

8. REMUNERATION:

8.1. CCRAS Post Doctoral Fellows will be paid a consolidated fellowship of Indian Rs.60,000/- per month plus House Rent Allowance (HRA) as admissible and a research contingency grant of Rs.3.00 lakh per annum provided subject to submission of the proposal through mentor forwarded by the Head of the Institution within 3 months of joining the fellowship which will be examined by the Research Council for any adjudication, if required before consideration for approval. The unspent balance of research contingency grant at the end of a year may be carried forward to the next year.

8.2. Contingency Research grant can be used for expenses on minor equipment, consumables etc (as per **Annexure-VIII**). There is no provision for providing manpower support under this scheme. The Fellow is expected to undertake the research objectives by himself/herself during the entire duration of the fellowship.

8.3. 25% of the contingency grant can be used for domestic and international travel including per diem expenses.

8.4. The fellows are not eligible to receive any other fellowship from any Government or Non-Governmental source during the tenure of the fellowship.

9. MODE OF SELECTION:

9.1. Eligible candidates can apply in the prescribed format, available on the website: www.ccras.nic.in, any time of the year. However, the selections will be made twice a year, in the months of June and December. Applications received two months before the scheduled interview date will be considered for short listing and calling for interview.

9.2. Selections to the “CCRAS Post Doctoral Fellowship” will be made based on the presentation of the proposed research project followed by interview of short listed candidates by specially constituted Committee with the following composition:

- (1). **Chairman-** DG,CCRAS
- (2). ***6 Subject Experts** nominated by DG,CCRAS from reputed institutions like CSIR, DBT, ICMR, University & National Institutions of AYUSH etc.
 - a. Ayurveda Expert- 01
 - b. Expert from Drug Development- 01
 - c. Pharmacology & Toxicology- 01
 - d. Molecular Biology/ System Biology/ Biotechnology/ Molecular Medicine- 01
 - e. Medicinal Plant Research- 01
 - f. Bioinformatics/ IT-01
 - g. Biomedical Information- 01
 - h. Biostatistics- 01
- (3). **Member Secretary-** DDG, CCRAS

*The above members will be called as per requirement and type of proposal received from time to time. DG,CCRAS may co-opt the members as per requirement.

10. JOINING & RELEASE OF FELLOWSHIP:

10.1. The selected candidates will be issued the award letter. The scholar has to join the fellowship within one month of the date of the award letter by submitting all required documents to the Institution/lab, through the Council. This may be extended by the DG, CCRAS up to six months in exceptional circumstances.

10.2. The sanction of the fellowship will be given initially for a period of one year, effective from the date of joining of the scholar in the Fellowship. The six monthly installment will be issued on receipt of the prescribed claim bill form (**Annexure-IV**). The renewal of the Fellowship for the subsequent year shall be subject to the receipt of satisfactory Annual Progress Report (**Annexure-V**) along with the Statement of Expenditure (**Annexure-VI**) and Utilization Certificate as per GFR

2017 (**Annexure-VII**) duly approved by the mentor of working University/Institution/Lab for the entire fellowship released for first year.

11. MONITORING OF FELLOWSHIP

11.1. Regular monitoring of Fellowship is done on the basis of Six Monthly and Annual Progress Reports in the prescribed format submitted by the scholar.

11.2. The fellowship may be discontinued if research progress is found unsatisfactory or any CCRAS rules are violated.

11.3. The CCRAS may ask for annual presentation/mid-term appraisal of the research work.

11.4. During the course of the fellowship, the PDFs are required to publish at least two research papers in peer reviewed journals on the theme of the research undertaken.

12. COMPLETION OF FELLOWSHIP

12.1. If a CCRAS PDF leaves the fellowship within one year, he/she has to submit a detailed progress report of the work done with publications, if any, duly forwarded by the supervisor/mentor, of the Institution/lab ensuring the final settlement of account by the Council up to the period of fellowship. However, if a PDF leaves the fellowship after one year, he/she has to submit a detailed progress report along with an undertaking to complete the study and submit the final report on completion of the duration of fellowship along with two published research papers, duly forwarded by the supervisor and the affiliating institution within the duration of fellowship of two years. If a candidate leaves the fellowship without completion, he/she will have to apply to DG, CCRAS for permission and the DG, CCRAS will take the final decision in this regard.

12.2. If, as a special case, a scholar remains on leave due to maternity/medical/extra ordinary circumstances (not to exceed six months) duly approved by the DG, CCRAS the tenure of fellowship will be extended by that period but the total amount of CCRAS Post Doctoral fellowship will not exceed 24 months (36 months in exceptional cases).

12.3. On completion of the fellowship, the scholar should submit the following:

12.3.1. A book-length final Report in a publishable form along-with a Summary of the report (3000-4000 words) and published research papers.

12.3.2. These documents should be submitted in hard copy (two copies of final report and five copies each of the Summary and research articles) and a soft copy in pen-drive.

12.3.3. A certificate of settlement of assets and books purchased out of the contingency grant issued by the CCRAS/ Institution/lab.

12.3.4. A maximum of three months period can be granted for submission of the final report after completion of the fellowship.

13. CONDITIONS

13.1. The post-doctoral research work should not be the same as Ph.D. work.

13.2. The duration of full time regular fellowship shall be for two years which may be extendable for maximum one more year based on outstanding performance and recommendation from the Director General, CCRAS and the Mentor at Institution/ lab where working. In no case the fellowship beyond three years will be considered. However, extension for submission of final report may be granted on justified reasons without any additional financial commitment of the CCRAS.

13.3. The contingency grant may be utilized for books, stationery, computer related costs, and the field work expenses connected with the research work.

13.4. The CCRAS reserves the right to publish the fellowship report funded by it.

13.5. The scholar shall acknowledge CCRAS's support in all publications resulting from the research output of the fellowship and should submit a copy of the same to the DG, CCRAS.

13.6. All fellowships are subject to income tax deductions as per the Government of India rules at the level of Council.

13.7. CCRAS follows Government of India Rules & Directives with regard to SC, ST and persons with benchmark disability.

13.8. A fellow is not entitled for the same fellowship or pay protection more than once.

13.9. While accepting any fellowship from the CCRAS, a fellow should not accept any other fellowship or research project or regular financial benefit/assignment from any other institution.

13.10. Any kind of paid or honorary, part-or-full-time employment is not permissible during the tenure of Fellowship

13.11. The selected fellows are expected to do full time research in India. They could, however, undertake data collection outside India in exceptional cases and if warranted by the needs of the proposal. For this the PDFs are required to obtain approval from DG, CCRAS.

13.12. The scholar should not have been subjected to any disciplinary/legal action/proceedings/financial penalties in his/her career/ research career.

13.13. The final report submitted by the scholar will be considered satisfactory only after its evaluation by the DG, CCRAS.

13.14. Books/periodicals/equipment purchased by the scholar out of the contingency grant should be deposited to the Council and a certificate to this effect may be submitted along with the final report.

13.15. Application submitted against one Call will not be considered for the subsequent Calls.

13.16 The Council reserves the right to reject any application/nomination. It is also not responsible for any postal loss/delays in communications.

13.17. Incomplete applications in any respect shall not be considered for fellowship.

13.18. The final authority related to the interpretation of the guidelines or any issue left is vested with the DG, CCRAS. However, any relaxation would require approval of Ministry of Ayush/CCRAS.

14. ACCOMMODATION AND OTHER BENEFITS:

14.1. Accommodation may be provided by the University/Institute/Lab, if available. CCRAS rules on leased accommodation are being reviewed in the light of “Seventh Pay Commission” recommendations and will be made applicable CCRAS Post Doctoral Fellows (PDFs) are entitled to leave as per rules of the host institution. Participation in scientific workshops held in India or abroad will be treated as on duty. Maternity leave as per the Govt. of India instructions issued from time to time would be available to female candidates in all categories and when approved.

14.2. Faculties with regular service in public funded universities/colleges and research institutes getting UGC pay-scales may be considered for pay protection in exceptionally meritorious cases to be decided by the Expert Committees of the CCRAS. However, special allowances like children education allowance, medical reimbursement, LTC, etc. are not admissible from CCRAS. The parent institution may, however, pay/reimburse the same as per its rule.

15. TERMINATION OF THE FELLOWSHIP:

If any fellow wishes to terminate the fellowship, he/she shall inform the DG, CCRAS through the mentor of the Institution/lab immediately. The council will not incur any expenditure from the date of termination of the project or the date of resignation of fellow. The DG, CCRAS reserves the right to terminate the Fellowship at any stage if it is convinced that appropriate progress is not being made or the grant has not been utilized properly.

16. OTHER RELEVANT INFORMATION:

16.1. Candidates who have worked for their PhD from a particular university/ institute/ laboratory will not be eligible for becoming a PDF in the same University/ Institute/ Laboratory under this scheme.

16.2. 20% of the fellowship amount will be paid as lump sum at the end of completion of 1st and 2nd year, respectively.

16.3. Selected candidates are expected to join within six months of effective date of award.

16.4. In all matters, the decision of DG, CCRAS shall be final.

16.5. All disputes pertaining to this Scheme shall fall within the jurisdiction of Delhi only.

17. HOW TO APPLY:

The CCRAS PDF Scheme, Application Form (**Annexure-II**) and Undertaking Format (**Annexure-III**) are available at the Council's website www.ccras.nic.in. Eligible candidates can download and apply in the prescribed format any time of the year. Duly filled in Application Form and all the requisite documents along with the Research Proposal as per the format given in **Annexure-I** should be submitted online as scanned/pdf format along with the MS Word file at the email dg-ccras@nic.in followed by the original hard signed copy of the Application with all documents and 6 (six) copies of Application set (1+6) by Speed Post to the Director General, Central Council for Research in Ayurvedic Sciences, No.61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi – 110058.

BUDGET SUMMARY FOR POST DOCTORAL FELLOWSHIP SCHEME

SL. No.	Particular	Expenditure per candidate	Total (in Rs.)	
			1 st year	2 nd year
1.	Fellowship	Rs.60,000/- + HRA* per month	7,20,000/- + HRA*	7,20,000/- + HRA*
2.	Contingency	Rs.3,00,000/- per year	3,00,000/-	3,00,000/-
Total			10,20,000/- + HRA*	10,20,000/- + HRA*
			Rs.20,40,000/- + HRA* per candidate for 2 years**	

* HRA will be admissible as per the place of working and the revision in rates will be as per the orders of Ministry of Finance.

** The fellowship may be extended for third year as per the provisions of the scheme.

ANNEXURE – I : RESEARCH PROPOSAL FORMAT

Other than the mandatory information accompanying each application, candidates should submit their research proposal in two parts:

A) Abstract of the research proposal (about 300 words).

B) Detailed research proposal (about 3000 words). An indicative outline for the detailed research proposal is given below:

- 1. Title:** The research proposal should have a clear, meaningful and concise title reflecting the scope of the investigation.
- 2. Introduction:** The research proposal should begin by clearly stating the research problem to be investigated in the light of its theoretical and/or empirical context in the relevant area.
- 3. Objectives of the Study:** The general aim of the study as well as its specific objectives should be clearly stated in the proposal.
- 4. Research Questions or Hypotheses:** Given the conceptual framework and the specification of dimension, the specific questions to be answered through the proposed research should be sharply formulated. In the case of an explanatory research design, specification of variables and positing of relationship among them through specific hypotheses must form a part of the research proposal.
- 5. Review of Literature (National & International):** The proposal should summarize the current status of research in the area and major findings, including the researcher's own work in the area. Existing empirical findings may also be discussed. The overview should clearly demonstrate the relevance as well as inadequacy of existing findings or approaches and provide a rationale for the proposed study.
- 6. Research Methodology:** The researcher must describe in detail (a) the scope and coverage of her/his study; and (b) approach and methodology with adequate justification. Emphasis should be given to bringing out innovativeness in approaches proposed to be followed. The detailing of the methodology may include research design, data to be collected and empirical and analytical methods to be used. The description of the methodology must be clearly linked to the aims of the research and the research questions/hypotheses of the study.

7. **Relevance and Anticipated Outcomes:** The proposal should include a statement on the relevance of the study and the anticipated outcomes. It should bring out the significance of the research problem, the contribution which the proposed study is expected to make to theory and to methodology as well as its practical importance to society and policy making. It should also describe the proposed outputs from the study (Books, research papers, occasional papers with themes etc.)
8. **Tentative Cautionization:** Details cautionization should be clearly spelt out in the research proposal
9. **Bibliography:** Bibliography should be prepared in Chicago Manual Style.



CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES

Ministry of AYUSH, Government of India
No.61-65, Institutional Area, Opp. 'D' Block
Janakpuri, New Delhi-110058
Websites: www.ccras.nic.in

ANNEXURE - II : APPLICATION FORM

for the CCRAS Post Doctoral Fellowship

- The application should be typed except the Sl.No. VIII below which is to be filled in by the mentor in his/her own handwriting only.
- Read all instructions carefully given in the Scheme before filling the Application Form.
- All answers should be given in words and not be dashes.
- Strike off those statements, which are not applicable.
- The original hard signed copy of the Application with all documents and 6 (six) copies of Application set (1+6) are to be submitted to Director General, **CCRAS** at No.61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058.

**Coloured
Passport size
Recent Photograph
of Applicant**

I. GENERAL INFORMATION

- Name (in Block Letters)
(Underline surname)
- Father's Name
- Age in years & Date of birth (dd/mm/yyyy) years, ____/____/____
- Gender
- Nationality
- Category (SC/ST/PH/OBC)
- Year of passing graduation & name of UG Degree
- Year of passing post-graduation & name of PG Degree
- Subject and Thesis Topic of PG
- Year of award of Ph.D. Degree
- Subject and Thesis Topic of Ph.D.
- If Ph.D. degree is not awarded, please give whichever applicable:
Date of thesis submission:.....
Likely date of submission:.....
- Postal address for correspondence

14. Permanent address
15. Email address
16. Phone number/ Mobile No.

II. PARTICULARS OF RESEARCH ON WHICH THE CANDIDATE DESIRES TO WORK:

1. Title of the project _____
 - (a) Specialty covered by the research work _____
 - (b) Nature of work- Clinical/Experimental Combined/ Field Project (Strike off what is Irrelevant) _____
 - (c) State whether any travelling is involved in the programme of work. If so, state how the travel expenses will be met as no separate funds for travel are provided to the fellow
 - (d) Name and designation of the Mentor under whom the candidate will work
 - (e) Name of Institution & University
 - (f) Whether the fellowship is desired for a Post Doctoral Degree work (Yes/No) -----

Attach separately 7 (seven) copies of detailed plan of proposed work under the following headings:

1. Title of the Project
2. Name, designation and address of the Mentor
3. Tenure of the study
4. Objectives
5. Present knowledge and relevant bibliography (please give here only the most relevant references complete with the authors name(s), title of the article, name of the journal, year, volume and page number).
6. Methodology and Techniques (giving all relevant details like study design, selection of subjects experimental model, techniques study proforma etc.).
7. What is aimed to be achieved by the study?
8. How is it likely to advance or add to the existing knowledge in relation to human health?

III. PUBLICATIONS AND PATENTS:

(Please attach list of publications and patents with full references and reprints or photocopies bearing serial numbers corresponding with those in the list)

- (a) No. of Papers (i) Published.....(ii) Accepted.....,
- (b) No. of Books (i) Published.....(ii) Under publication.....,
- (c) No. of patents: (i) Filed:.....(ii) Granted:.....

IV. PRIZES, HONOURS, AWARDS, DISTINCTIONS, IF ANY:.....

V. Fellowships held:

NAME OF FELLOWSHIP	NAME OF THE SPONSORING AGENCY	DATES		AMOUNT	NAME OF THE HOST INSTITUTE
		FROM	TO		

VI. GIVE DETAILS OF EMPLOYMENT, IF ANY (A SEPARATE SHEET MAY BE USED):

VII. DECLARATION BY THE CANDIDATE

1. I have gone through the Fellowship Rules and conditions of the award and if selected, I agree to abide by them. The particulars given in the form are correct and I am prepared to present myself for interview at my own expenses, if called upon to do so.
2. Certified that in the event of my being offered the Council’s fellowship, I am prepared to give up my present stipend/fellowship salary/but not the leave salary.
3. Certified that I will be able to manage within the contingent grant allotted for the fellowship. I also certify that no non-consumable articles or equipment will be purchased by me.

Signature of the applicant

VIII. TO BE FILLED BY THE RESEARCH MENTOR IN HIS/HER OWN HANDWRITING:

1. Major field of your specialization.
2. What are your current area(s) or Research?
3. The number and names of Research students including fellowships awarded by R&D Agencies (like ICME, CSIR, DAE, ICAR, DGHS, UGC, SMRC, Pharmaceutical companies, CCRAS, CCRS, CCRUM, CCRH, CCRYN, etc.) currently being guided:
4. Titles of the research schemes including sponsored ones in hand:
5. Your opinion on the research potentiality of the candidate and relevance of the project to your field of interest:
6. I agree to accept the applicant_____ and offer him/her all facilities and guidance for carrying out research/training in the _____project _____ of_____ proposed by the applicant which has been drawn in consultation with me has my approval. I also certify that the applicant will not receive any financial assistance from my side, for carrying out the work in my department.
7. Certified that the proposed project has not been submitted earlier in any shape.
8. Certified that the techniques to be employed in carrying out the work of the research project have been standardized.
9. Certified that the plan of work has been prepared in consultation with a Statistician (Strike out if not considered necessary).

Signature of the Mentor
Seal bearing Designation & Address

IX. CERTIFICATE BY THE HEAD OF THE INSTITUTE:

- i. I recommend _____ for the fellowship applied for and certify that, to the best of my knowledge he /she is eligible for it in all respects.
- ii. I certify that he /she will/will not receiving any stipend pay/allowance and financial assistance except leave salary from any source in case fellowship is awarded.
- iii. I certify that the research proposal has been reviewed and recommended by the institute's academic committee.
- iv. I certify that all equipment, laboratory and other facilities required for carrying out the proposed research project by the applicant are available in the Department/Institute and will be made available to the applicant.
- v. I undertake to send to the Council an audited statement of accounts along with the utilization certificates as required in the Fellowship Rules.

Signature of the Head of the Institution
(Seal bearing Designation & Address)

X. BIO-DATA OF THE MENTOR

Name : Dr. Miss/Smt/Shri* _____

Designation :
 Address :
 Phone number :
 Email :
 Date of birth :
 First Name (S) :
 Last Name :

Education Qualification: Degrees obtained (Begin with Bachelor's Degree) -

	Degree	Institution	Field	Year
1.				
2.				
3.				
4.				
5.				

Research/Training Experience:

	Duration	Institution	Particulars of work done
1.			
2.			
3.			
4.			

Research specialization:

- 1.
- 2.
- 3.
- 4.

* Strike out which is not applicable



CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES

Ministry of AYUSH, Government of India
No.61-65, Institutional Area, Opp. 'D' Block
Janakpuri, New Delhi-110058
Websites: www.ccras.nic.in

ANNEXURE - III : UNDERTAKING

By the Research Fellow on acceptance of CCRAS Post Doctoral Fellowship

I
Son/ Daughter/ Wife of Shri
resident of have
been awarded the POST DOCTORAL FELLOWSHIP of CCRAS. I
accept the award and undertake that:

**Recent Colored
Photograph
duly attested by
Mentor to be
affixed**

- I. During the entire tenure of the Fellowship, I shall abide by the rules and regulations of the Council. Any change in rules and regulations by the Council in future will be applicable to me.
- II. I shall devote full time to research during the tenure of Fellowship except as provided in the rules.
- III. I shall obtain the approval of the Council before accepting any award or allowance, if offered to me during the tenure of the Fellowship.
- IV. I shall prepare the progress report of my work at the end of each year and communicate it to the Council through the Mentor.
- V. I shall submit two copies of the detailed consolidated report of research work to CCRAS through the Mentor on termination of the Fellowship.
- VI. I also hereby declare that if the results of research are such that can be exploited commercially by taking a patent or otherwise commercial exploitation and patent rights will be decided/governed as per the rules for Fellowships on Patents available on the website of CCRAS (www.ccras.nic.in).
- VII. I have gone through the Terms & Conditions of CCRAS PDF Scheme and have clearly

understood that the fellowship is for a fixed period / tenure of maximum 2 Years and extendable for maximum one more year based on outstanding performance and recommendation from the Director General, CCRAS and the Mentor of University/Institution/lab where working.

- VIII. **I further understand clearly that I shall have no claim whatsoever for regular / permanent absorption on expiry of Fellowship.**
- IX. **I also understand clearly and accept the conditions (clause 12 & 13 of the Scheme) that if I leave the research work either before submission of detailed progress/annual report of the research work or before completion of tenure of fellowship, I shall have to refund the fellowship amount received so far to the Council concerned within 6 months.**

Signature of the Post Doctoral Fellow with date

Name of Mentor:

Contact No.:

Email address:

**Signature of Mentor:
with Official Seal & Date**

I report myself on duty as Senior Research Fellow in the Forenoon/Afternoon of (Date) at
(Name of Department) of (Name of University / Institute /Lab).

Signature of the Post Doctoral Fellow with date

**Signature of the Head of the
Deptt. / Dean of the
Faculty/Registrar
With Official Seal & Date**

Declaration by the Post Doctoral Fellow of CCRAS PDF

I, Shri/Mrs/Kumari/Dr declare as under:

1. That as a recipient of the Council's Fellowship (PDF), I shall be governed by the disciplinary regulations of the host institute where I have proposed to avail the fellowship of CCRAS for pursuing my post doctoral research work.
2. That I have never been punished or debarred from government (central/state), autonomous organization and CCRAS service.
3. That my fellowship will be liable to cancellation for any kind of misconduct.

(Signature of the Post Doctoral Fellow)

TO BE SUBMITTED IN TRIPLICATE

WHILE CLAIMING THE GRANT MAY KINDLY BE ENSURED THAT STATEMENT OF ACCOUNT AND UTILIZATION CERTIFICATE FOR THE PREVIOUS GRANT HAVE BEEN SUBMITTED TO "CCRAS".

Reference No.: _____

Date : _____

To,
Director General
CCRAS
61-65, Institutional Area, Opp. 'D' Block
Janakpuri, New Delhi-110058

GRANT-IN-AID-BILL FOR CCRAS PDF GRANT

"CCRAS" Sanction No. _____ Dated _____

Name of the Post Doctoral Fellow: _____

**Statement enclosed
in triplicate**

Please Tick (✓) Claim Bill No.:

1	2	3	4	5	6
---	---	---	---	---	---

PARTICULARS	AMOUNT OF GRANT			TOTAL	REMARKS
	FELLOWSHIP	CONTINGENCY	HRA		
1. Amount Sanctioned for the Year					
2. Grant claimed for the period from _____ to _____					
DEDUCT					
3. Unspent Balance brought forward					
4. Net Amount Claimed					

1. Certified that the amount claimed in the bill will be utilized for the purpose it is sanctioned and in accordance with the terms and Conditions for "CCRAS PDF Scheme".

CCRAS-PDF Scheme

2. Certified that the attendance records have been maintained & checked.
3. Certified that the work of the Post Doctoral Fellow for the past six months has been satisfactory.
4. Certified that the persons for whom HRA is claimed have not been provided any accommodation and HRA claimed is as per Central/State Government norms.
5. THE BANK DETAILS IN RESPECT OF HOST INSTITUTE AS STATED BELOW MAY ALSO BE FILLED IN TO AVOID DELAY IN PAYMENT

Name of the Host Institution	
Bank Account No.	
Nature of Bank Account	
MICR No.	
Name of the Bank & Address	
Bank Branch Code	
IFS Code	

Signature of the Mentor

Counter-Signature & Designation
of Head of Institute
(Office Stamp)

(To be filled in by “CCRAS”) Budget Head

Gr No. _____

Dated: _____

Passed for Rs. _____ (Rupees)

Payment may be released in favour of _____

**Accountant
“CCRAS”**

Pay Rs. _____
only (Rupees _____
_____)

Account Officer
“CCRAS”

The Payment through RTGS/NEFT/ECS/ may please be released in favour of

_____ A/C No. No. _____ with IFS Code _____

Deputy Director (Admin.)

Proforma for Annual Progress Report of Post Doctoral Fellow

1. Name of the Post Doctoral Fellow:
2. Email Address of the Post Doctoral Fellow:
3. Nature of Fellowship: PDF
4. "CCRAS" Award No.:
5. Name, designation and address of Mentor:
6. Place of work (Names of the Department/Institute/University/College, etc.):
7. Date of joining:
8. Period upto which fellowship is tenable:
9. Date of registration for PDF
10. (a) Topic of Research :

Broad Subject Area :
11. Objective in undertaking work :
12. Period of Report: From to
13. Attendance :

(a) Total No. of working days during the period under report:

(b) Out of these, total no. of days in which the Fellow was present and worked:

(c) Number of days for which leave was sanctioned:

14. Detailed report about the research work done during the above mentioned period. This should include quantitative results of research presented in Table(s)/Figure(s), discussion and conclusions drawn (separate sheets should be attached):

15. Summary of research work done during this period (in not more than 300 words: a separate sheet may be attached):

16. Plan of work for the next year (separate sheet may be attached):

17. Research papers published/accepted for publication/communicated for publication (Details of authors, title, journal, volume, page number and reprints of published papers/preprints of accepted papers/and manuscripts papers must be sent):

18. It is affirmed that I have devoted my full time to research and that I did not take up any other paper paid or unpaid without taking written permission from “CCRAS”. It is also certified that due acknowledgement of “CCRAS” Financial assistance has been made in the published

Date:

Signature of Post Doctoral Fellow

19. Overall assessment and comment of the Mentor:
 - (a) It is certified that the information provided above and in separate pages enclosed with this report by the Fellow is correct to the best of my knowledge and belief.
 - (b) My specific comments about the performance of above Fellow are as under :-

Date:

Signature of the Mentor

[Please see Para 10.2 of the Scheme)

**STATEMENT OF RECEIPT & EXPENDITURE IN RESPECT OF POST DOCTORAL FELLOW of “CCRAS”
FOR THE GRANT RECEIVED AND EXPENDITURE INCURRED DURING THE FINANCIAL YEAR**

S. No.	Name of the PDF	Opening Balance				Grant received during the year				Total Grant				Expenditure incurred during the year				Unspent balance at the end of the year			
		Stipend	Contingency	HRA	TOTAL	Stipend	Contingency	HRA	TOTAL	Stipend	Contingency	HRA	TOTAL	Stipend	Contingency	HRA	TOTAL	Stipend	Contingency	HRA	TOTAL
(1)	(2)	(3)	(4)	(5)	(6)= (3+4+5)	(7)	(8)	(9)	(10)= (7+8+9)	(11)= (3+7)	(12)= (4+8)	(13)= (5+9)	(14)= (6+10)	(15)	(16)	(17)	(18)= (15+16+17)	(19)= (11-15)	(20)= (12-16)	(21)= (13-17)	(22)= (14-18)

1. It is also certified that there is no other Post Doctoral Fellow in the institute during the period.
2. This information may please be forwarded to “CCRAS in respect of all Research Fellows along with the information with regard to interest earned on the grant sanctioned by “CCRAS” and Utilization Certificate in the prescribed Proforma (GFR 12-A).

(Finance & Accounts Officer)

Signature with Seal

(Registrar/Head of Institute)

Signature with Seal

[Please see Para 10.2 of the Scheme]

GFR 12 – A

[See Rule 238 (1) of GFR 2017]

**FORM OF UTILIZATION CERTIFICATE
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION**

UTILIZATION CERTIFICATE FOR THE YEARin respect
of recurring/non-recurring
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

1. Name of the Scheme.....
2. Whether recurring or non-recurring grants.....
3. Grants position at the beginning of the Financial year
 - (i) Cash in Hand/Bank
 - (ii) Unadjusted advances
 - (iii) Total
4. Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl.No. 3 (iii)]	Interest Earned thereon	Interest deposited back to the Government	Grant received during the year			Total Available funds (1 + 2 – 3 +4)	Expenditure incurred	Closing Balances (5-6)
			Sanction No. (i)	Date (ii)	Amount (iii)			
1	2	3	4			5	6	7

Component wise utilization grants:

Grant-in-aid-General	Grant-in-aid-Salary	Grant-in-aid-creation of capital assets	Total

Details of grants position at the end of the year

- (i) Cash in Hand/Bank
- (ii) Unadjusted Advances
- (iii) Total

Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanction:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- (vii) It has been ensured that the physical and financial performance under..... (name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure – I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure – II duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure –II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

Signature

Signature

Name.....

Name.....

Chief Finance Officer

Head of the Organisation

(Head of the Finance)

(Please see Para 12 & 14 of the Scheme)

GENERAL GUIDELINES

To facilitate speedy day to day working of the Post Doctor Fellowships of CCRAS the following power can be exercised by the mentors¹ of Post Doctoral Fellow in concurrence with the Head of the Department/ Dean of the Faculty/ Director/ /Vice Chancellor.

1. Sanctioning of leave when it is due.

2. Approving of tours of Post Doctor Fellows for:

- i. Attending Symposia/Seminars/Conferences in India provided the Fellows are presenting paper that have been accepted and for attending Workshops/Training Courses relevant to the research projects;
- ii. Field work connected with research
- iii. Computation work;
- iv. Consulting rare reference volumes in the nearest University/Research Institution library.

3. Utilization of contingent grant for the following:

- a) Acquisition of books and documents of relevance to the research topic provided these are not available in the library of the University/Institute².
- b) Towards meeting actual train fare and DA³ during tours the research Fellows will be entitled to TA/DA as admissible in case of Government servants drawing (Pre-Revised, as per 5th CPC) basic pay @ Rs.8000/- pm⁴ & above but below Rs.16400 for RAs and Rs.4100 and above but below Rs.6500 for Research Fellows. However, DA will be limited to 50 days in a year.
- c) Towards meeting TA/DA limited to entitled class rail fare of outside expert members of Assessment Committee⁵.
- d) Chemical/consumable items required for the research work.
- e) Equipment required exclusively for research.
- f) Photographic materials for research or thesis work.
- g) Computation charges.
- h) Reprints/ Off- print of research papers.
- i) Stationery and postal charges⁵.
- j) Typing of research papers if computer facility is not available in the host institution.
- k) Registration fee for attending conference in India and abroad.
- l) Any other purpose, specially authorized by "CCRAS".
- m) Contingency grant can be utilized for registration of Ph. D. and submission of thesis.

Contingent grant cannot be utilized for:

- 1 Foreign travel or other expenses for visit abroad.

2 Stationery items such as: pen, pencils, folders, file covers, carbon papers etc. and furniture items.

¹Senior Faculty member (or supervisor) for Post Doctoral Fellow

²The requisition is to be recommended by the supervisor and approved by the Head of the Department. The book will become the property of the University/ Institution's Library after purchase and could be issued to the Supervisor/ Fellow after accession for use by the indenting Fellow till his/ her research Fellowship is over. Normally not more than 25% of the total annual contingent grant can be utilized for purpose.

³The calculation of the daily allowance will be made from the date of commencement of the journey to the date he/ she returns to the Headquarters.

⁴It is expected that Assessment Committee meetings be so fixed that services of experts can be utilized while they are on a visit to that institution.

⁵Not to exceed 20% of the contingent grant.

N.B. No expenditure can be incurred for purchasing furniture and office equipment.

L-19013/49/202 1-AS
Government of India/भारतसरकार
Ministry of AYUSH/आयुषमंत्रालय
Ayurveda Section

...

AyushBhavan
'B' Block, GPO Complex,
INA, New Delhi-110023

Dated : 7th Sept. 2021

To

Director General (I/C).
CCRAS, Janakpuri,
New Delhi-110058.

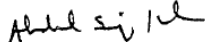
Sub : CCRAS proposal seeking approval for Post Doctoral Fellowship
Scheme (PDF) – Reg.

Sir,

I am directed to refer to CCRAS UO Note No. 12-13/2021-CCRAS/Estt./Rectt., dt. 22.6.2021, on the subject mentioned above, and to say that Special Secretary (Ayush) in his capacity as Chairperson of SFC of CCRAS has approved the modified PDF Scheme as proposed by CCRAS, subject to ratification by SFC. This also has the approval of Secretary (AYUSH), in his capacity as Chairperson of Executive Committee, for implementing the inter-disciplinary Post Doctoral Fellowship Scheme in Ayurveda and related science disciplines, in order to enhance the academic and research capabilities of Ph.D/Doctorial holders in Ayurveda and other science disciplines as approved by the SAB.

2. This issues with the approval of competent authority in the Ministry.

Yours faithfully,


(Abdul Sadiq Khan)

Under Secretary to the Government of India

(I)

F. No. L-19011/3/2022-AS
Government of India
Ministry of Ayush

AYUSH Bhavan,
Block 'B', GPO Complex,
INA, New Delhi-110023

Dated : 12th September, 2022

To

The Director General,
Central Council for Research in Ayurvedic Sciences,
61-65 Institutional Area,
opposite 'D' Block, Janakpuri,
New Delhi 110058

**Sub: 95th meeting of Standing Finance Committee of CCRAS held on
02.09.2022 at Bhubaneswar under the Chairmanship of Special Secretary,
Ministry of Ayush**

Sir,

I am directed to refer to your U.O. Note No. 5-1/2022-23-CCRAS/SFC(95th)/2968 dated 06.09.2022 on the subject mentioned above.

2. A copy of the Minutes as approved by Special Secretary, Ministry of Ayush and Chairman, Standing Finance Committee of CCRAS is attached for information and further necessary action.

Yours faithfully,


(B.S Kothari)

Under Secretary to the Government of India

95th SFC (Supplementary Agenda Item No.S-3)

To consider the proposal for engagement of SRF (Statistics) on contractual basis in THCRP (TSP) and re-appropriation of budget of TSP.

The SFC directed that for engagement of SRF (Statistics) on contractual basis is within the delegated powers of DG, CCRAS.

The Committee recommended the re-appropriation of budget of Rs.6.15 Crore for THCRP and Rs.1.85 for other project sickle cell anaemia.

The Committee further directed that once the budget for SCSP, TSP & NER has been sanctioned, there is no need to take approval of SFC.

95th SFC (Supplementary Agenda Item No.S-4)

To consider the proposal for purchase of computer and printer at 07 Institutes (Thiruvananthapuram, Bangalore, Kolkata, Gangtok, Jammu, Mumbai & Bhubaneswar) from the sanction budget of AMHCP (SCSP)-2022-23.

The SFC directed that the DG, CCRAS can exercise his delegated powers to purchase computers and printers within the ceiling of the sanctioned budget for this purpose.

95th SFC (Supplementary Agenda Item No.S-5)

To consider the ratification of proposal for implementation of CCRAS Postal-Doctoral Research Fellowship Scheme (CCRAS-PDF Scheme)

The SFC recommended the proposal for implementation of CCRAS Postal-Doctoral Research Fellowship Scheme (CCRAS-PDF Scheme).

95th SFC (Supplementary Agenda Item No.S-6)

To consider the proposal for installation of 2 Nos. (8 Passengers each) lift in Regional Ayurveda Research Institute, Lucknow at an estimated cost of Rs.42,20,238/-

The SFC recommended the proposal for installation of 2 Nos. (8 Passengers each) lift in Regional Ayurveda Research Institute, Lucknow at an estimated cost of Rs.42,20,238/-

95th SFC (Supplementary Agenda Item No.S-7)

To consider the proposal for renovation of toilets, miscellaneous repairing, interior painting covering of open area in front of reception in the campus of Regional Ayurveda Research Institute, Lucknow at an estimated cost Rs.66,74,230/-

The SFC recommended the proposal for renovation of toilets, miscellaneous repairing, interior painting covering of open area in front of reception in the campus of Regional Ayurveda Research Institute, Lucknow at an estimated cost Rs.66,74,230/- and directed to ensure the work is completed within the stipulated period of time

The meeting ended with votes of thanks to the Chair.

