



**भारतीय वन्यजीव संस्थान**  
**Wildlife Institute of India**

(An Autonomous institution of the Ministry of Environment & Forests, Govt. of India)

*Rules for the Award of Fellowships*  
to  
**Junior/Senior Research Fellows, Technical Assistants**  
&  
**Research Associates**

**Post Box. No. 18, Chandrabani**  
**Dehra Dun – 248 001**

**Website: [www.wii.gov.in](http://www.wii.gov.in)**

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# **GENERAL**

Wildlife Institute of India (WII) seeks to create a cadre of trained wildlife managers, ecologists and socio-economists and help generate information on biological, managerial and human aspects of wildlife conservation. The Wildlife Institute of India's research, guided by its "Training, Research and Academic Council (TRAC)", addresses applied and basic research in different ecological and geographic regions of the country. Wildlife Science is a fast developing subject in India and yet to be recognised as a subject by the UGC for National Entrance Test (UGC-NET) and other national entrance examinations. The research demands in this discipline are both academic, applied and management oriented and therefore, essentially require field aptitude. The norms/guidelines for engagement of research personnel and research fellows developed by DST, UGC, CSIR are helpful to a great extent and have been used as the basis for selection of researchers in the discipline of Wildlife Science and award of fellowships at Wildlife Institute of India.

Rules/Guidelines for the selection of JRFs/SRFs and other research personnel (Technical Assistants and Research Associates) at WII have evolved since 1986 as per the directives of TRAC and the Institute's Governing Body (GB). Hence, this attempt to consolidate the existing approved rules and guidelines for the engagement of research personnel and award of fellowships at the Wildlife Institute of India.

# 1. JUNIOR RESEARCH FELLOWSHIP (JRF)

## 1.1 ELIGIBILITY

**1.1.1. Educational Qualifications:** A candidate seeking selection as JRF must possess M.Sc. (Botany/Zoology/Forestry/ Statistics/ Life Science/Experimental Biology/Environmental Sciences/ Biological Sciences/Wildlife Science or any subject relevant to Wildlife Sciences) or A.I.F.C. or M.V.Sc. or M.Sc. Agriculture or M.A. (Sociology/Economics/Mass Communication/Anthropology and Psychology) degree from a recognised University with a minimum of 60% aggregate marks.

**Desirable Qualifications:** The desirable qualifications will be specifically determined by the individual project needs.

**1.1.2 Age:** The candidate shall not be more than 28 years of age for the award of Junior Research Fellowship as on the stipulated last date of receiving applications at the Institute in response to WII's advertisement. Upper age limit may be relaxed up to 5 years in the case of candidates belonging to SC/ST/OBC/Women and physically handicapped applicants.

### 1.1.3 Selection Procedure

- a) Positions will be advertised in any of the national newspapers having multiple editions and through other channels at least three months prior to the dates on which the candidates are to be called for the oral interview. The calls for the interview must be sent at least six weeks in advance.
- b) The screening of applications for calling candidates for interview will be done by a 'Screening Committee' consisting of the Principal Investigator (PI) of the project, Research Coordinator and two faculty members of the institute. This committee would be proposed by the Dean, Faculty of Wildlife Science and approved by the Director, WII. Applicants who have already cleared/passed the National Entrance Test (NET) for JRFs conducted by UGC/CSIR/ICAR and/or have experience in Wildlife Science or Wildlife research will be given preference. The following criteria will be used for short listing the candidates for attending the interview:

S.No.	Item	Maximum Marks
1.	UGC/CSIR/ICAR NET passed candidates	10 Marks (fixed)
2.	Percentage of marks in Post Graduate Degree	10 Marks
3.	Percentage of marks in Graduate Degree	05 Marks
4.	Specialization relevance in P.G. Degree	10 Marks
5.	Research Experience – (Publications, Paper Presented in Workshops/Seminars/Symposiums/Conferences)	07 Marks
6.	Extra Curricular Activities –	
	a). Participation and awards in games, sports, trekking, mountaineering, NCC, NSS etc.,	05 Marks
	b). Participation and awards in Literary and Cultural activities	03 Marks

- c) The candidates selected by the Screening Committee will be called for interview. The 'Expert Committee' recommended by the Dean, FWS and approved by the Director, WII, for interviewing the candidates will consist of the Dean, Faculty of Wildlife Science, External Subject Expert (1), the Research Coordinator, two senior Faculty Members (Senior Reader and above) and concerned P.I. of the Project.
- d) During the interview the committee should test the candidate for his/her knowledge of the subject, aptitude for wildlife research, creative ability and sincerity. The interview will be of 10 Marks in total.

Final selection of the candidate will be based on the total marks obtained from screening of application as per the criteria mentioned above in point 'b' (50 Marks) plus the Interview marks (10 marks).

- e) One way travel expenses to the candidates in General Category and both ways expenses to the candidates in SC/ST/OBC category will be payable to those who are called for interview. The expenses will be limited to second-class rail/bus fare by the shortest route from his/her place of residence to Dehra Dun. Candidates are expected to join within 45 days from the date of issue of the fellowship award letter failing which the award may be cancelled. However, in exceptional circumstances the Director, WII may grant appropriate extension to the deserving candidate.

#### **1.1.4 Fellowship and Tenure of JRF:**

The present fellowship amount of JRF is 8,000/- per month for initial two years. However, in the case of candidates having veterinary background the fellowship amount is Rs. 9,500/- p.m. The fellowship amount will be enhanced as per the revisions made by the Deptt. of Science & Technology (DST), GOI from time to time.

#### **1.1.5 Upgradation of Junior Research Fellow (JRF) to Senior Research Fellow (SRF):**

On completion of two years of tenure, a Junior Research Fellow can apply for upgradation to Senior Research Fellowship and enhancement of fellowship with a fellowship amount of Rs. 9,000/- per month. The application of suitable candidates duly forwarded by the supervisor(s) will be evaluated by an 'Expert Committee' consisting of the Dean, two senior faculty members, and the Research Coordinator. The committee's recommendation would need to be approved by the Director, WII. Detailed progress reports duly supported by reports of publications along with the recommendations of the Expert Committee are to be forwarded by the Dean, Faculty of Wildlife Science to the Director for approval for issuing extension/upgradation order.

## 2. SENIOR RESEARCH FELLOWSHIP (SRF)

### 2.1 ELIGIBILITY

**2.1.1. Educational Qualifications:** A candidate seeking selection as SRF must possess M.Sc.(Botany/Zoology/Forestry/Statistics/Life Science/Experimental Biology/Environmental Sciences/ Biological Sciences/Wildlife Science or any other subject relevant to Wildlife Sciences) or A.I.F.C. or M.V.Sc. or M.Sc. Agriculture or M.A. (Sociology/Economics/Mass Communication/Anthropology and Psychology) degree from a recognised University with a minimum 60% aggregate marks and at least 2 years research experience after Post-Graduation.

**Desirable Qualifications:** The desirable qualifications will be specifically determined by the individual project needs.

**2.1.2 Age:** The candidate shall not be more than 32 years of age for the award of Senior Research Fellowship as on the stipulated last date of receiving applications at the Institute in response to the WII's advertisement. Upper age limit may be relaxed up to 5 years as in case of candidates belonging to SC/ST/OBC/Women and physically handicapped applicants.

### 2.1.3 Selection Procedure

- a) Positions will be advertised in any of the national newspapers having multiple editions and through other channels at least three months prior to the dates on which the candidates are to be called for the oral interview. The calls for the interview must be sent at least six weeks in advance.
- b) The screening of applications for calling the candidates for interview will be done by a 'Screening Committee' consisting of the PI of the project, Research Coordinator and two faculty members of the institute. This committee would be proposed by the Dean, Faculty of Wildlife Science and approved by the Director, WII. Applicants who have already qualified the National Test conducted by UGC/CSIR/ICAR and WII for JRFs and/or have experience in wildlife research science will be given preference. The following criteria will be used for short listing the candidates for attending the interview:

S.No.	Item	Maximum Marks
1.	UGC/CSIR/ICAR NET passed candidates	10 Marks (fixed)
2.	Percentage of marks in Post Graduate Degree	10 Marks
3.	Percentage of marks in Graduate Degree	05 Marks
4.	Specialization relevance in P.G. Degree	10 Marks
5.	Research Experience – (Publications, Paper Presented in Workshops/Seminars/Symposiums/Conferences)	07 Marks
6.	Extra Curricular Activities – a). Participation and awards in games, sports, trekking, mountaineering, NCC, NSS etc., b). Participation and awards in Literary and Cultural activities	05 Marks 03 Marks

- c) The candidates short-listed by the Screening Committee and approved by the Director will be called for interview. The 'Expert Committee' recommended by the Dean, FWS and approved by the Director, WII, for interviewing the candidates will consist of the Dean, Faculty of Science, External Subject Expert (1), the Research Coordinator, two Senior Faculty Members (Senior Reader and above) and concerned P.I of the Project.
- d) During the interview the Committee should test the candidate for his/her knowledge of the subject, aptitude for wildlife research, creative ability and sincerity. The interview will be of 10 Marks in total.

Final selection of the candidate will be based on the total marks obtained from screening of application as per the criteria mentioned above in point 'b' (50 Marks) plus the Interview marks (10 marks).

- e) One way travel expenses to the candidates in General Category and both ways expenses to the candidates in SC/ST/OBC category will be payable to those who are called for interview. The expenses will be limited to second-class rail/bus fare by the shortest route from his/her place of residence to Dehra Dun. Candidates are expected to join within 45 days from the date of issue of the fellowship award letter failing which the award will be cancelled. However, in exceptional circumstances the Director, WII may grant extension.

#### **2.1.4 Fellowship and Tenure of SRF:**

The SRF shall be entitled to get a fellowship of Rs. 9,000/- per month. However, in the case of candidates having veterinary background the fellowship amount will be Rs. 10,000/- p.m. The fellowship amount will be enhanced as per the revision made by DST, GOI from time to time. The tenure of SRF will be initially for a period of 2 (two) years. It can be extended further on the basis of research work /achievements adjudged by the 'Expert Committee' consisting of Dean, two senior faculty members and the Research Coordinator. The case for extension of fellowship beyond 2 (two) years shall be recommended by the Dean, FWS along with the Expert Committee's report to the Director, WII for approval.

### 3. TECHNICAL ASSISTANTS (TAs)

The TA addresses the specific needs of various research programmes of the institute and his/her position is important, particularly for short-term projects (<2 years) for certain research/survey/consultancy projects, where it would not be possible to engage regular JRFs/SRFs.

#### 3.1 ELIGIBILITY

**3.1.1. Educational Qualifications:** A candidate seeking selection as a TA must possess M.Sc. (Botany/Zoology/Forestry/Statistics/Life Science/Experimental Biology/Environmental Sciences/ Biological Sciences/Wildlife Science or any subject relevant to Wildlife Sciences) or A.I.F.C. or M.V.Sc. or M.Sc. Agriculture or M.A. (Sociology/Economics/Mass Communication/ Anthropology and Psychology) degree from a recognised University or other equivalent degrees with a minimum of 55% aggregate marks.

**Desirable Qualifications:** The desirable qualifications will be specifically determined by the individual project needs.

**3.1.2. Age:** The candidate shall not be more than 28 years of age for the award of TA as on the stipulated last date of receiving applications at the Institute in response to WII's advertisement. Upper age limit may be relaxed up to 5 years as in case of candidates belonging to SC/ST/OBC/Women and physically handicapped applicants.

#### 3.1.3 Selection Procedure

- a) Positions will be advertised in one of the regional newspapers and through circulars to Institutions and Universities and also on WII's website at least two months prior to the dates on which the candidates are to be called for the oral interview. The calls for the interview must be sent at least four weeks in advance.
- b) The screening of applications for calling candidates for interview will be done by a 'Screening Committee' consisting of the PI of the project, Research Coordinator and two faculty members of the institute. This committee would be proposed by the Dean, Faculty of Wildlife Science and approved by the Director, WII. The following criteria will be used for short listing the candidates for attending the interview:

S.No.	Item	Maximum Marks
1.	Percentage of marks in Post Graduate Degree	10 Marks
2.	Percentage of marks in Graduate Degree	10 Marks
3.	Specialization relevance in P.G. Degree	10 Marks
4.	Research Experience – (Publications, Paper Presented in Workshops/Seminars/Symposiums/Conferences)	10 Marks
5.	Extra Curricular Activities –	
	a). Participation and awards in games, sports, trekking, mountaineering, NCC, NSS etc.,	05 Marks
	b). Participation and awards in Literary and Cultural activities	05 Marks

- c) The candidates selected by the Screening Committee will be called for interview. The 'Expert Committee' recommended by the Dean, FWS and approved by the Director, WII, for interviewing the candidates will consist of the Dean, the Research Coordinator, two senior Faculty Members (Senior Reader and above) and concerned P.I of the Project.
- d) During the interview the committee should test the candidate for his/her knowledge of the subject, aptitude for wildlife research, creative ability and sincerity. The interview will be of 10 Marks in total.

Final selection of the candidate will be based on the total marks obtained from screening of application as per the criteria mentioned above in point 'b' (50 Marks) plus the Interview marks (10 marks).

- e) One way travel expenses to the candidates in General Category and both ways expenses to the candidates in SC/ST/OBC category will be payable to those who are called for interview. The expenses will be limited to second-class rail/bus fare by the shortest route from his/her place of residence to Dehra Dun. Candidates are expected to join within 45 days from the date of issue of the fellowship award letter failing which the award may be cancelled. However, in exceptional circumstances the Director, WII may grant appropriate extension to the deserving candidate.

#### **3.1.4 Fellowship and Tenure of TA:**

The fellowship to TA will be 6,400/- per month for a period of 1 (one) year. Presently, this amount is equivalent to 80% of fellowship amount payable to JRF selected through a National Test. This amount will be enhanced in similar proportion of enhancement of fellowship to JRFs as per the revision made by DST, GOI from time to time. The fellowship can be extended for one more year only by the Director, WII, based on the satisfactory performance assessment at the end of 1<sup>st</sup> year by the P.I of the TA and recommendation of the Dean, FWS.



## 4. RESEARCH ASSOCIATE (RAs)

### 4.1 Scope and objective:

This scheme envisages providing opportunities and support to outstanding research workers to do research work independently at post-doctoral level. The main objective is to utilize the skills and competence of post-doctoral fellow for research at higher level of scholarship. The fellowship will be tenable at WII, Dehradun, and also at the sites of field based research projects.

### 4.2 Eligibility:

Research Associateships are intended for research workers preferably below the age of 40 years who have obtained a doctorate (Ph.D) degree in Zoology/Botany/Wildlife Sciences/ Environmental Sciences/Forestry/Experimental Biology/Biological Sciences/Life Sciences/ Social Sciences in so far as it is relevant to studies in human dimensions aspect of wildlife management, have published research work to their credit and have already shown evidence of independent research work. Age relaxation up to a maximum of 5 years would be available to the candidates belonging to SC/ST.

### 4.3 Selection:

- a) The position of Research Associates will be advertised in any one of the national newspapers having multiple editions and through other channels at least three months prior to the dates on which the candidates are to be called for the oral interview. The calls for the interview must be sent at least six weeks in advance.
- b) The screening of applications for calling candidates for interview will be done by a 'Screening Committee' consisting of the PI of the project/Nodal Officer/Cell In-charge/ concerned Head of Department, Research Coordinator and two senior faculty members of the Institute. This screening committee would be proposed by the Dean, Faculty of Wildlife Science and approved by the Director, WII. The following criteria will be used for short listing the candidates for attending the interview:

S.No.	Item	Maximum Marks
1.	Specialization relevance in Ph.D Degree	20 Marks
2.	Research Experience – (Publications, Paper Presented in Workshops/Seminars/Symposiums/Conferences)	20 Marks
3.	Extra Curricular Activities –	
	a). Participation and awards in games, sports, trekking, mountaineering, NCC, NSS etc.,	05 Marks
	b). Participation and awards in Literary and Cultural activities	05 Marks

- c) The candidates short-listed by the Screening Committee and approved by the Director will be called for interview. The 'Expert Committee' recommended by the Dean, FWS and approved by the Director, WII for interviewing the candidates will consist of the Director, WII as Chairman, Dean, Faculty of Science, External Subject Expert (1), two Senior Faculty Members (Senior Reader and above), the Research Coordinator and concerned P.I of the Project.

- d) During the interview the Committee should test the candidate for his/her knowledge of the subject, aptitude for wildlife research, creative ability and sincerity. The interview will be of 10 Marks in total.

Final selection of the candidate will be based on the total marks obtained from screening of application as per the criteria mentioned above in point 'b' (50 Marks) plus the Interview marks (10 marks).

- e) One way travel expenses to the candidates in General Category and both ways expenses to the candidates in SC/ST/OBC category will be payable to those who are called for interview. The expenses will be limited to second-class rail/bus fare by the shortest route from his/her place of residence to Dehra Dun. Candidates are expected to join within 45 days from the date of issue of the fellowship award letter failing which the award may be cancelled. However, in exceptional circumstances the Director, WII may grant appropriate extension to the deserving candidate.

**4.4 Fellowship and Tenure of Research Associates (RAs):** The Research Associateship will be awarded in three categories carrying the following consolidated emoluments. Research Associates may be fixed at any one of the three categories, depending upon the qualifications and experience. The Selection Committee may decide the level in which a particular associate should be placed. The fellowship amount to RAs will be enhanced as per the revision by DST, GOI from time to time. A 'Term of Reference' (ToR) highlighting description of expected research work, contributions to be made, responsibilities assigned and envisaged outputs from the selected RA will be prepared by the Institute at the time of joining and the said ToR will be signed by the RA and countersigned by the respective supervisor(s) and approved by the Director, WII.

RA-I	Rs. 11,000/- per month, consolidated.
RA-II	Rs. 11,500/- per month, consolidated.
RA-III	Rs. 12,000/- per month, consolidated.

**4.5** The payment of fellowship will be authorised by the concerned supervisor on receipt of necessary documents/certificates/undertaking from the candidate.

**4.6 Conditions of Award:**

- a) The Associate will do whole time research work and will not enjoy any other part time employment during the tenure of the Associateship. However, his/her services could be utilized by the authority for teaching purpose provided it will not affect the research programme and he/she should not accept any extra remuneration for this purpose.
- b) The Research Associateship will be tenable initially for a period of three years extendable for another term not exceeding two years. The fellowship will take effect from the date of joining by the fellow at WII, or field research stations.
- c) The Associate will work under the supervision of a faculty member of the Institute. The Associate shall submit, through the Supervisor/Faculty with whom he/she is associated, half yearly progress report of his/her research work. The Associate shall submit a comprehensive report to the Institute before the expiry of Associateship free of cost and a copy of the published work if any, and an abstract in about 500 words of the research work done during the tenure of Associateship through the supervisor/concerned faculty.

- d) If an Associate wishes to leave the Associateship before the end of tenure, it should be done with the prior approval of the Director, WII. He/she should also obtain prior permission of the authority for appearing at any examination/interview by any Institute/Organisation/ University.
- e) If the Director, WII is not satisfied either with the progress of the research work or the conduct of the Fellow, the Institute may terminate the Associateship at any time without any notice and assigning any reason.
- f) The award of fellowship does not imply any assistance or guarantee for subsequent appointment in WII to the beneficiary.
- g) Leave for a maximum period of thirty days in a year in addition to general holidays may be taken by an Associate on the recommendation of his supervising faculty and with the approval by the Director, WII. Women awardees would be eligible for maternity leave at full rates for a period, not exceeding three months only, once during the tenure of the award.
- h) The Associate may, in special case, be allowed by the Institute leave without Associateship for a period not exceeding three months during the tenure of award on the recommendations of the supervisor/concerned faculty. The period of leave without Associateship will count towards the tenure of Associateship.
- i) A Research Associate will be eligible to claim TA/DA as admissible to the officers of the WII drawing the same salary in accordance with the rules of the Institution for any tour undertaken by him/her during the tenure of fellowship. However, tours shall be undertaken only in connection with his/her approved research programmes/ or presentation of research results in a conference/seminar/symposium, etc. No TA/DA will be admissible for stay at the field station and travel within the defined study area.
- j) Due authorship will be given to RA who have contributed to research papers and patents. The PI of the Project/concerned faculty supervisor will be responsible for a fair and just authorship order. In case of any dispute, the Dean, FWS will be responsible to resolve it amicably.
- k) The Research Associate will be allowed to work on an approved Research Project by the Training, Research and Academic Council of the Institute. Candidates will submit a proposed plan of research work to be undertaken under WII fellowships. Institute/TRAC can also suggest a suitable project to the selected Research Associate.

#### **4.7 House Rent Allowance**

Single seated hostel accommodation will be provided to all Research Associates as far as possible. In case, the Research Associates cannot be accommodated as above, they would be entitled to House Rent Allowance (HRA) on the basis as admissible to employees of WII, receiving equivalent salary.

#### **4.8 Medical Facilities**

Health facilities will be available to the Research Associates on the basis as that for other Junior/Senior Research Fellows of the Institute.

## APPLICATION FORM FOR THE RESEARCH ASSOCIATESHIP (RA)

**Category: General/SC/ST/OBC/Physically Handicapped, please indicate \_\_\_\_\_**

1. Name of the applicant: \_\_\_\_\_

Present Postal Address (*Pin Code, Phone, Fax & e-mail*)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Permanent Residential Address (*Pin Code, Phone, Fax & e-mail*)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Nearest Railway Station for undertaking the Journey \_\_\_\_\_

2. Date of birth \_\_\_\_\_ Age in years \_\_\_\_\_

3. If belonging to Scheduled Castes/Scheduled Tribes, state name of the Caste/Tribe \_\_\_\_\_. A photo copy of the original caste certificate issued by competent authorities may be attached.

4. (a) Academic Achievements:

Examination Passed	Year	University	Subject	Division with percentage of marks of grade along with copies of mark sheet and certificate	Encl. No.
Higher Secondary Bachelor's Degree Master's Degree Ph.D.					

(b) Creative Achievement (State briefly your bio data as research worker/giving details of research papers, participation in Seminar, Symposium, Conference, etc.).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Have you had any scholarship/fellowship before applying for this award? (If so, please give its source, value, period and details of work done under that award) \_\_\_\_\_

Name of the Scholarship	Awarding Agency	Period		Amount
		From	To	

6. Employment held so far (up to date):

Name of the Employer	Position held	Period		Emoluments per month
		From	To	

7. Research publications, title of the publication, year of publication, journal, etc., may be indicated (reprints may be enclosed).
8. Title of Ph.D. thesis, name of the guide and an abstract of Ph.D. thesis in about 500 words (in a separate sheet) may be submitted.
9. Seminar/Symposium/Workshop/Conference attended.
10. Extracurricular activities.
11. Name and address of three persons in other University/Research Institutes actively engaged in some areas of research to whom a reference could be made.
- 1.
  - 2.
  - 3.
12. Certified that:
- (a) I have not received and do hereby undertake not to receive any financial assistance from any agency, whatever.
  - (b) I have understood all conditions of award and I agree to abide by those conditions.
  - (c) I shall submit an undertaking regarding conditions of award at the time of accepting the fellowship.
  - (d) Information furnished above are correct to the best of my knowledge.

Place:

Date:

(Signature of the Applicant)

**WILDLIFE INSTITUTE OF INDIA  
P.BOX NO. 18, CHANDRABANI, DEHRADUN**

**SUMMARY SHEET**

Application for

SERIAL No.

Category:

Subject:

1. Name
2. Date of birth
4. Address (with pincode)
5. Qualifications

Division

Year

- (a) B.Sc.
- (b) M.Sc.
- (c) Ph.D.

6. Broad subject area
7. Ph.D. Topic
8. Publications (Number)  
(Papers published in Journals & Proceedings/Reports)
9. Experience:

Year  
Designation

Type

From	To	Teaching UG/PG	Research
(a)	Years		
(b)	Years		
(c)	Years		

**(Signature of the Applicant)**

**TERMS AND CONDITIONS FOR THE AWARD OF  
JUNIOR & SENIOR RESEARCH FELLOWS (JRF/SRF)**

1. Mr./Ms. \_\_\_\_\_ is hereby awarded the Junior Research Fellowship/Senior Research Fellowship (JRF/SRF) based on his/her selection in the National Test conducted by the Institute in \_\_\_\_\_. The award of JRF/SRF is subject to the relevant Rules & Regulations of the Institute. Further, the Selection Committee has tentatively recommended to assign him/her the research project entitled:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. He/She will be working under the supervision and guidance of:  
\_\_\_\_\_
3. A copy of the research proposal can be obtained from his/her supervising faculty at the time of his/her joining this Institute.
4. The salient provisions of the awarded fellowship are as under:
  - (i) **Duration :**  
The fellowship is on purely temporary basis, initially for a period of ..... years from the date of his/her joining at this Institute. However, it can be terminated without notice or without assigning any reason thereof, if his/her performance is not found to be satisfactory, purely at the discretion of the Institute Management.
  - (ii) **Emoluments :**  
A consolidated amount of \_\_\_\_\_ only per month will be paid to him/her as fellowship.
  - (iii) **DA, CCA, HCA, etc. :**  
He/She will not be entitled to these allowances.
  - (iv) **House Rent Allowance & Medical Benefits:**  
He/She will be provided either the hostel accommodation or a suitable accommodation at the place of field research station. In absence of such facility he/she will be paid HRA and medical benefits as per the rules of the WII. For this purpose, the amount of fellowship will be taken as basic pay.  
**Hostel facilities at WII** – He/She is required to deposit **Refundable Caution Money of Rs. 2,500/-** and **Hostel Mess Advance of Rs. 1500/-** at the time of occupying a room in the WII, hostel.
  - (v) **Leave and other service benefits:**  
He/She will be entitled to avail the usual benefits of casual leave.
  - (vi) **Bonus and LTC** : Not admissible
  - (vii) **Retirement benefits** : Not admissible
  - (viii) He/She will not be entitled to any **travelling allowance** for joining this Institute.

- (ix) Award of fellowship will be subject to his/her being found medically fit. For this purpose he/she is required to submit a medical fitness certificate issued by a Registered Medical Practitioner at the time of his/her joining.
  - (x) At the time of joining the Institute he/she will have to submit two financial sureties from responsible persons (viz. Group 'A' and 'B' employees of Central Government/State Government/Autonomous Institutions under Central/State Government, Universities, etc.) for Rs. 10,000/- (Rupees Ten thousand only) each. Proforma for the financial security is enclosed. At the time of joining, he/she shall be required to produce copies of documents related to educational and professional experience, certificate regarding his/her release from his/her present employer, if any.
  - (xi) The present offer may be extended beyond \_\_\_\_\_ years only for such a period as may be required by the Institute for its research work. This does not give any right or priority to him/her for any ad-hoc or regular employment in the Institute. The offered fellowship can be terminated at any time by one month's notice given by either side namely, the research fellow or the Director, WII. However, the Director, Wildlife Institute of India reserves the right of terminating his/her fellowship forthwith or before the expiry of the stipulated period of notice by making payment to him/her a sum equivalent to the fellowship amount for the period of notice or un-expired portion thereof.
5. After joining this Institute he/she may be required to participate in the course work..... The course work will start w.e.f..... and on the completion of course work period he/she will be able to start the research work of assigned project.
  6. If this offer of fellowship is acceptable to him/her on the aforesaid terms and conditions, he/she should communicate his/her acceptance on or before ..... to this office and join this Institute on or before..... positively. In the case of failing to do so, this offer of fellowship will be automatically treated as cancelled.
  7. The Research Fellow is not an employee of the Institute and the Fellow cannot claim any rights, benefits, facilities, perks or perquisites, as are available and as admissible to the Regular/Confirmed employees of the Institute. Neither can the fellow claim the same as of right.

**Encl: As above**

**(Director/Dean)**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Distribution:** 1. Research Coordinator, 2. Concerned Supervising Faculty, 3. Project File & 4. Personal File



**BOND FOR AWARD OF RESEARCH FELLOWSHIP TO  
RESEARCH FELLOWS**

**NOW ALL MEN BY THESE PRESENTS THAT we, \_\_\_\_\_**

\_\_\_\_\_ S/o/D/o/W/o \_\_\_\_\_  
resident of \_\_\_\_\_ in the  
district of \_\_\_\_\_ and at present  
employed as \_\_\_\_\_ in the Ministry office of  
\_\_\_\_\_ (hereinafter called "the obligor") and  
Shri/Ms. \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ and  
Shri/Ms \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ who have  
accepted to act as sureties on behalf of obligor do hereby undertake to jointly and/or severally  
bind ourselves and our respective heirs, executors and administrators to pay to the Chairman,  
Governing Body Wildlife Institute of India (hereinafter called "the Institute") on demand a sum  
of Rs. 10,000/- (Rupees ten thousand only) on account of obligor having been awarded research  
fellowship \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
at \_\_\_\_\_ at the cost of the Institute in terms of the  
Ministry of Finance Office Memorandum No. F.21(1)-E.II (A)/61, dated the 24th November,  
1961, together with interest thereon from the date of demand at Institute rates for the time being  
in force on Government loans or, if payment is made in a country other than India, the equivalent  
of the said amount in the currency of that country converted at the official rate of exchange  
between that country and India.

This bond has been executed and signed at \_\_\_\_\_ on  
this \_\_\_\_\_ day of \_\_\_\_\_ two thousand and \_\_\_\_\_.

Whereas the above obligor Mr./Mrs./Ms. \_\_\_\_\_ is  
engaged to conduct research by the Institute as a Research Fellow.

**NOW AS PER THIS BOND THE WRITTEN OBLIGATION IS SUCH THAT** if in the event of the above bounden obligor Shri/Ms. \_\_\_\_\_ resigning from research fellowship without completing the research assigned before the expiry or termination of the period of fellowship or at any time within the fellowship period after his/her joining the fellowship or in the event of his/her removal or dismissal from fellowship for any kind of misconduct during the prescribed period. The obligor and sureties shall forthwith refund to the Institute on demand the said sum of Rs. 10,000 (Rupees ten thousand only) on account of the obligor having failed to carry out the awarded research fellowship successfully as aforesaid together with interest thereon from the date of demand at Government of India rates for the time being in force on Government loans.

And upon the above bounden obligor Shri \_\_\_\_\_ and Shri \_\_\_\_\_ and Shri \_\_\_\_\_ the sureties aforesaid making such refund the above written bond shall be void and of no effect otherwise it shall remain in full force and effect and will vest right with the Institute Management to initiate legal proceedings for the recovery of the said amount.

**PROVIDED ALWAYS** that the liability of the sureties herein under shall not be impaired or discharged by reason of time being granted by the Institute or by any forbearance act of omission of the Institute or any person authorised by them (whether with or without the consent or knowledge of the sureties) nor shall it be necessary for the Institute to sue the said obligor first before suing the above bounden sureties Shri \_\_\_\_\_ and Shri \_\_\_\_\_ or either of them for amount due herein under.

In witness whereof, these presents this bond has been signed by a duly authorised officer on behalf of the Chairman, Governing Body and by the other person(s) party hereto.

Signed and delivered by the above obligor, Sh./Smt/Ms. \_\_\_\_\_ in the presence of \_\_\_\_\_. Signed and delivered by the surety above named Shri \_\_\_\_\_ in the presence of \_\_\_\_\_. Signed and delivered by the surety above named Shri \_\_\_\_\_ in the presence of \_\_\_\_\_  
For and on behalf of the Chairman, Governing Body.

**SELF-ASSESSMENT BY JUNIOR RESEARCH FELLOW  
ON COMPLETION OF TWO YEARS OF TENURE**

1. Name of the Junior Research Fellow :
2. Project Title :
3. Principal Investigator(s) of the project :
4. Date of Joining WII and Designation :
5. Date of Joining WII as Junior Research Fellow :
6. Date of Project initiation :
7. Date of commencement of field study :
8. Publications after joining WII project :  
Give a brief list & enclose copies of each
9. Conferences/Seminars/Workshops attended – Details of participation
10. Details of project report(s) submitted to Project Supervisor
11. Award received, if any, give details :
12. Brief account of Project progress  
Attach a separate sheet, if required  
(about 300 words)
13. Confidential report by the Project Principal Investigator and his/her Recommendations

**Date:**

**Signature  
(Principal Investigator)**

14. Committee's Remarks :
15. Committee's Recommendations to the Director, WII :
16. Signature(s) of Committee Members :

**SELF-ASSESSMENT BY SENIOR RESEARCH FELLOW  
ON COMPLETION OF TWO YEARS OF TENURE**

1. Name of the Senior Research Fellow :
2. Project Title :
3. Principal Investigator(s) of the project :
4. Date of Joining WII and Designation :
5. Date of Joining WII as Senior Research Fellow :
6. Date of Project initiation :
7. Date of commencement of field study :
8. Publications after joining WII project :  
Give a brief list & enclose copies of each
9. Conferences/Seminars/Workshops attended – Details of participation :
10. Details of project report(s) submitted to Project Supervisor :
11. Award received, if any, give details :
12. Brief account of Project progress :  
Attach a separate sheet, if required  
(about 300 words)
13. Confidential report by the Project Principal Investigator and his/her Recommendations :

**Date:**

**Signature  
(Principal Investigator)**

14. Committee's Remarks :
15. Committee's Recommendations to the Director, WII :
16. Signature(s) of Committee Members :

**TERMS AND CONDITIONS FOR THE AWARD OF  
TECHNICAL ASSISTANTSHIP (TA)**

1. The engagement is for an occasional nature of work and is purely on temporary basis for a fixed period of \_\_\_\_\_ months(s). However, the same can be extended by the Institute for \_\_\_\_\_ months, depending upon the exigencies of work at its sole discretion.
2. During the term of engagement, you will be paid a fellowship of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) per month.
3. Even during the said period of \_\_\_\_\_ months(s) or during the extended period, your engagement can be discontinued without giving any notice and without assigning any reason thereof.
4. On the expiry of the said period or at the end of the extended period, your engagement will automatically come to an end.
5. Your engagement is purely occasional and does not entitle you to any regular employment in the services of the Institute.
6. You will be entitled to usual casual leave. You will not be entitled to any other kind of leave.
7. Your fellowship as shown in **para-2** above is consolidated and all inclusive. You will not be entitled to any other allowances, bonus, LTC and/or retirement benefits as are admissible to regular employee of the Institute.
8. You will be provided either the hostel accommodation or a suitable accommodation at the place of field research. In absence of such facility, you will be paid HRA as per the rules of WII, for this purpose the amount of fellowship will be taken as basic pay. You will also be entitled to medical benefits as per the rules of WII.  
  
For **Hostel facilities at WII** – You are required to deposit **Refundable Caution Money** of **Rs 2500/-** and **Hostel Mess Advance** of **Rs 1200/-** at the time of occupying a room in the WII hostel.
9. You will discharge your duties diligently under the supervision of faculty\_\_\_\_\_.
10. You are assigned the following research project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. During the engagement, your fellowship will be governed by the office orders, rules and regulations of the Institute passed from time to time as are/or will be made applicable to research personnel (TA) from time to time.

12. At the time of joining the Institute he/she will have to submit two financial sureties from responsible persons (viz. Group 'A' and 'B' employees of Central Government/State Government/Autonomous Institutions under Central/State Government, Universities, etc.) for Rs. 10,000/- (Rupees Ten thousand only) each. Proforma for the financial security is enclosed. He/She will also produce at the time of joining copies of documents related to educational and professional experience, certificate regarding his/her release from his/her present employer, if any.
13. Your acceptance of engagement will be deemed to be your unreserved acceptance of the above terms and conditions.

I have carefully read the terms and conditions of my engagement as specified above and I do accept the contract engagement in full recognition of the application of these terms and conditions of my contractual engagement as Technical Assistant.

**Date:**

**(Name & Signature)**

I thank you for your offer for engagement as \_\_\_\_\_ conveyed through the Office Memorandum No. \_\_\_\_\_ dated \_\_\_\_\_ and hereby convey my acceptance of the offer. I have gone through and understood the terms and conditions laid down in the said memorandum and hereby agree to them as conditions of my engagement as Technical Assistant. I also hereby report for duty in the forenoon/afternoon of \_\_\_\_\_.

**Yours faithfully,**

**Date:**

**(Name & Signature)**

**PRESCRIBED PROFORMA FOR THE  
ENGAGEMENT OF TECHNICAL ASSISTANTS (TA)**

**Name of the Project:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Shri/Smt./Ms. \_\_\_\_\_ is hereby engaged on purely temporary basis as Technical Assistant \_\_\_\_\_ project of the Wildlife Institute of India, Dehra Dun on a fellowship of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) per month with effect from the forenoon/afternoon of \_\_\_\_\_ as \_\_\_\_\_ with the approval of competent authority.
2. The period of engagement will be for a period of \_\_\_\_\_ months(s).
3. The terms and conditions governing engagement as Technical Assistant of Shri/Smt./Ms. \_\_\_\_\_ are enclosed. The same may please be signed and returned.

**(PRINCIPAL INVESTIGATOR/PROJECT SUPERVISOR)**

## **GENERAL TERMS & CONDITIONS OF FELLOWSHIP (JRF/SRF/TA)**

1. The award of fellowship does not imply to the awardee any assurance of guarantee for subsequent employment in the institute.
2. The following are the obligations that a research personnel (JRF/SRF/TA) is expected to meet under the fellowship grants:
  - a. He/she must be a full time research worker and submit him/herself to the discipline regulation of the institute in which he/she is working. The supervisor may ensure regular attendance of the research personnel by keeping an attendance register.
  - b. In case, of the research personnel desiring to appear for any competitive examination, he/she must inform the Director, WII in writing and obtain written approval before applying. He/she should submit his/her application through the concerned Principal Investigator (PI) and Dean, FWS.
  - c. Each researcher shall be required to submit a half yearly report and a detailed annual report on the progress of his/her work to his/her supervisor. The project supervisor/investigator shall submit a copy of the progress report to the Office of the Research Coordinator. Once a research fellow accepts the fellowship and joins the Institute, it is obligatory for him/her to continue the fellowship for the normal tenure.
  - d. No research personnel shall discontinue his/her fellowship without the prior approval of the concerned supervisor/investigator of the project and the Director, WII. In case, he/she wants to discontinue, his/her fellowship prior to the completion of the tenure or the attainment of original objective of the research, he/she must submit his/her resignation to the Director, WII through his/her project supervisor/investigator at least one month in advance indicating specific reasons for not continuing the fellowship for the full term. In case he/she leaves the fellowship without prior approval of the Director, WII, he/she will be liable to make such refund as may be decided by the Director, WII. The fellowship shall cease from the date stipulated by the Director, WII while accepting the resignation.
  - e. Before the termination or resignation of the fellowship, a research personnel must furnish a detailed report of the research work done during the entire tenure through the supervisor/investigator to the Director, WII.
  - f. Research personnel may apply to register for the award of Ph.D. degree in any University provided the Ph.D. work to be undertaken does not interfere with the research work assigned to the awardee. The Institute would normally encourage research personnel to register themselves for Ph.D. registration. A copy of the Ph.D. thesis shall be deposited with the Library of the institute.
  - g. The Fellowship amount payable to research personnel (JRF, SRF, and TA) is exempted from the payment of the Income Tax.
  - h. Any kind of paid or honorary part-or-fulltime employment or private even in honorary capacity is not permissible during the tenure of the fellowship at the Institute.
  - i. Leave travel concession (LTC) will not be admissible during the fellowship tenure.



## **TRAVEL RULES**

A research personnel is eligible to claim TA/DA as admissible to the officers of WII drawing the same salary in accordance with the rules of the Institute for any tour undertaken by him/her during the tenure of the fellowship. However, tour shall be undertaken only in connection with his/her approved research programmes or presentation of research results in a conference/seminar/symposium etc. duly approved by the Director, WII.

## **LEAVE**

1. Research personnel (JRFs/SRFs/TAs) will be entitled to avail usual casual leaves during the fellowship tenure. He/she will seek prior approval from the concerned supervisor. No carrying over of the leave to the next year is permitted. The Director, WII under special circumstances may consider sanction of leave without fellowship. In case a research personnel proceeds on leave before termination of fellowship, he/she must join back duty before the expiry of tenure, failing which the tenure will be deemed to have terminated with effect from the date he/she proceeded on leave.
2. A prior approval of the Director, WII is mandatory for the research fellow to visit a foreign country for attending conference, seminar, symposium, etc., related to the research activities of the project.

## **ACCOMMODATION/HRA**

All research personnel may be allowed hostel accommodation at the institute. Where the hostel accommodation is not possible, house rent allowance (HRA) will be paid as per the rules of the Institute subject to the condition that HRA payable, in no case, shall be more than the rates payable to Central Govt./WII Employee(s) in that area. The basis for calculating HRA will be the actual fellowship amount paid to the research personnel.

## **MEDICAL BENEFITS**

All research personnel will be provided medical benefits as per the rules of the Institute. This will be limited to the research personnel only and not for his/her family members/dependents. The Institute will obtain Life/Personal Accident insurance coverage as decided from time to time.

## **BOOKS AND BOOK ALLOWANCE**

For making aware the Research Personnel (JRF/SRF/TA) with the up-to-date development of the scientific research, the Institute will make available field guides, technique manual, etc. from Institute library. In addition, Research Personnel will receive a book allowance @ Rs. 2000/- per researcher for purchasing relevant books, periodicals, research publications, etc. to their project. This book allowance may further be relaxed up to Rs. 3,000/- during total length of research project for the similar purpose on recommendation of the Supervising Faculty from contingency. The research personnel may use their rational freedom but supervisor shall ensure proper utilization of the same. If warranted, the supervisor will recommend disallowing of any unjustified purchases and in such cases, the amount will be recovered from research personnel.

However, since the books, etc. so purchased will be the property of the Institute. It will be the responsibility of the research personnel to maintain proper account of the books and deposition of the same in the Institute's Library after completion of the research project. Respective supervising faculty will ensure the stock entry of books and its subsequent return.

### **FIELD EQUIPMENT**

For research purpose the institute will issue following equipment/kits to each research fellow as per the field conditions of the research project and also subject to having budgetary provisions. These items will be Institute's property: (a) Camera with lenses (s) and tripod; (b) Binocular; (c) Tent; (d) Compass; (e) Calculator; (f) Thermometer (Max. & Min.); (g) Sleeping bag; (h) Rucksack; (i) Torch; and (j) Raincoat. The supervising faculty will ensure return of the non-consumable items at the time of conclusion of the project.

### **FIELD DRESS ALLOWANCE**

Research personnel (JRF/SRF/TA) are allowed to avail field shoes and uniform from the project fund. The amount not exceeding Rs.2,500/- may be sanctioned for field dress/uniform (Olive Green) to research personnel.

### **CONTINGENCY GRANT**

The contingency grant as approved in the project by the TRAC will be fully controlled by the Supervisor but will be subject to usual scrutiny in finance. The Supervisor will be fully responsible for its utilization and he/she will be free to recommend disallowing of any unjustified expenditure. The Director on recommendations of the Supervising Faculty can sanction advances.

### **PUBLICATION/PATENT**

The results of research work will be encouraged to publish in standard refereed journals as well as other popular forms of scientific documentation at the discretion of the Principal Investigator. Due authorship will be given to all researchers and other team members, who have contributed to research papers and patents. The PI of the project will be responsible for a fair and just authorship order. In case of any dispute, the Dean, FWS will be responsible to resolve it amicably. Due acknowledgement will be given to all funding agencies in all publications arising out of research work conducted at WII. The right to commercial exploitation of the results and patent arising out of the investigation will, however, rest exclusively with WII. In case of projects funded by other agencies or collaborative research project(s), the commercial exploitation of the results and patent arising out of the research work will be worked out as per the Memorandum of Understanding (MoU) signed between the collaborating parties or as per the guidelines of the concerned funding agency.

### **IDENTITY CARD**

Institute will issue an identity card to each Research personnel. Research personnel will be able to obtain identity card from the administrative section before leaving for field station. For this

purpose each research personnel should furnish requisite information to the administration section.

### **TRANSPORT FACILITY**

While drawing the research project, the concerned faculty will visualize the need for the transport for the project i.e. jeep, motorcycle, bicycle and make requisite necessary provisions in the budget. Both for POL and its maintenance and in the event of having jeep/motor cycle, the researcher will require to maintain logbook, which will be, scrutinized by the concerned supervising faculty and Finance Section as and when required. Purchase of vehicles, however, will require further approval from the Governing Body.

### **SUPPORT PERSONNEL**

The Institute allows hiring field assistant(s) and driver(s) locally at the field research site as provisioned in the research project duly approved by the TRAC. Salary and wages for such hired support personnel will be in accordance with the approved rates by the TRAC from time to time.

### **OBLIGATIONS TO OTHER AGENCIES**

Research personnel (JRF/SRF/TA/RA) engaged by the Institute while they have been permitted to avail their fellowship directly from DST/CSIR/UGC, etc. based on qualifying the corresponding national entrance test are obliged to abide by the terms and conditions of such agency in addition to the general terms and conditions of award of fellowship by the Institute.

### **RELAXATION**

Any relaxation in the general terms and conditions of the fellowships would require the approval of the Director, WII and in all matters decision taken by the Director, WII will be final.

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