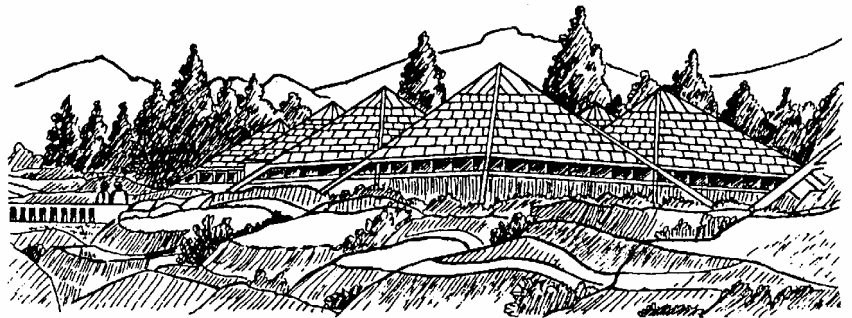




भारतीय वन्यजीव संस्थान  
Wildlife Institute of India

*Rules and Regulations*  
for affiliation of  
Post Doctoral Fellows/  
Young Scientists/ Research Affiliates  
with the  
Wildlife Institute of India



April, 2007

## **1. Background**

- 1.1 The Wildlife Institute of India regularly receives request for affiliation from the Post Doctoral Fellows or Young Scientists under various schemes from the Department of Science and Technology (DST), UGC and other agencies.
- 1.2 Affiliation of such candidates to WII can be allowed for a specific project period provided the theme of the research work fits with the broad mandate of the institute and it enriches the academic atmosphere and brings additional research techniques / equipment to WII.
- 1.3 The Institute has recently formulated a 'Research Development Plan (2007-2012)' and the candidates selected under the scheme will work towards the implementation of activities under the Research Development Plan.
- 1.4 The affiliation will be granted by the Director, WII based on the recommendation of a committee comprising the supervising faculty, Dean, FWS and Research Coordinator.

## **2. Eligibility**

- 2.1 A candidate seeking affiliation with WII for specific Post Doctoral study or investigation under any scheme from the Government of India needs to have a sound academic career and adequate publications in the respective field.
- 2.2 The candidates who have completed Ph. D. from WII would be eligible for affiliation under this scheme.
- 2.3 The candidates who have completed their Ph. D. from institutes other than WII, will have to produce three references from the scientists / conservationists of national repute.
- 2.4 In all the cases the candidates seeking affiliation will have to identify a supervising faculty at the Institute in the relevant field as per the 'Research Development Plan'; before his/her candidature for affiliation could be considered by the competent authority.

## **3. Guidelines**

- 3.1 Affiliation as a Post Doctoral Fellow/Young Scientist can be granted to a person provided the proposed research work fits in to the WII's Research mandate for a specific period.

- 3.2 Candidates who have shown excellent performance in the field of wildlife research and have potential to assist in teaching and training programmes of WII will be given priority for granting affiliation for a specified period.
- 3.3 Maximum period of affiliation that can be granted to a candidate would be up to 3 years subject to steady progress of the work, satisfactory interim reports and publications.
- 3.4 The candidate seeking affiliation under a specific project will have to work under supervision of WII faculty and the research output would be shared appropriately under mutual understanding between the candidate and the faculty supervisor.
- 3.5. The candidate seeking affiliation at WII will have to keep a provision of 15 % administrative overhead charges to WII in his/her project budget. This would be necessary to meet his/her computer and library charges.
- 3.6. Candidate seeking affiliation at WII without a funded project proposal will have to deposit Rs. 5,000/- for a maximum period of 3 years as refundable caution money.
- 3.7. The caution money will be returned after obtaining a no dues certificate from all concerned sections. Otherwise, necessary deductions from the amount of caution money will be made for outstanding dues of any type.
- 3.8. Up to 5 Young Scientists/Post-Doctoral Fellows/Research Affiliates will be given affiliation at WII in a given academic year (April – March).
- 3.8. A faculty member may not supervise more than one candidate in an academic year (April – March).

#### **4. Access to facilities**

- 4.1 The candidate will have to pay a non-refundable fee of Rs. 5000/- to have the access to various facilities of the Institute. This fee is not applicable while renewing the affiliation. The admission access fee for foreign candidates has been dealt separately in the section 8.
- 4.2 The access to computer and GIS facilities will be subject to the availability of such facility at the prevailing time.
- 4.3 The cost of laboratory use and specific desired analysis work including Forensic Lab will be charged separately as per the prevailing rates of the concerned Laboratory to be decided by the Institute. The concerned faculty supervisor needs to formulate proposal and raise/ensure availability of funds for such analytical purpose.

- 4.4 The access to library will be limited to issue of a maximum of 5 documents at any time. Cost of photocopying will have to be borne separately as per the prevailing rate of the Library or Riso room.
- 4.5 Hostel accommodation to the affiliated scientists cannot be guaranteed. However, if the vacancy arises, the candidates could be considered for accommodation only in the old hostel on usual payment basis. Prevailing rules of hostel will be applicable to the candidates.
- 4.6 Mess bill and other charges pertaining to the dinning hall will have to be paid separately by the candidate.

## **5. Other Facilities**

- 5.1 For the specified and approved field component by the Dean, FWS the WII will facilitate the procurement of necessary permission and other documents and will liaise with the concerned Forest Departments. However, all costs/expenses on travel, lodging and board, and field expenses will have to be borne by the candidate. The candidate himself/herself will ensure availability of funds for such purpose.
- 5.2 The scientists affiliated to WII will not be issued any equipment from WII's store, laboratories, computer & GIS facility. However, they will be able to get issued document(s) (books, etc.) as specified above for each category for the duration adopted by WII's Library. Because of purely temporary basis of affiliation, no equipment either expensive or small will be issued to the candidate
- 5.3 For local travel to and from the Institute, the affiliated scientist may be allowed to avail Institute's regular transport services subject to the availability of space/seats. For this purpose, candidates will require to apply separately to concerned authority (Head of Office) through his/her supervising faculty and on prescribed payment basis.
- 5.4 The WII will not be responsible for any casualty/mishap including any type of accident and resultant death or injury to body or any other type of loss of property, etc. to the candidate while staying at WII campus or in field or during tour/transit.
- 5.5 The Institute will provide no medical facility to the above candidates. It is advised that the candidates may obtain their individual insurance (life, accident and medical) to cover any exigencies. No medical bill of the candidate(s) will be reimbursed by the WII.

## **6. Conduct**

- 6.1 The conduct of the candidates in the campus as well as in field should always be orderly and gentlemen like. Candidates should abide by the rules and regulations of the Institute and field organizations at all times.
- 6.2 Candidates will have to give an undertaking in a prescribed format for any loss, damage or mishap happening to the candidate himself/herself while staying at WII campus or field or during tour/transit.
- 6.3 The candidate himself/herself will be responsible for the proper conduct and the affiliation can be cancelled if the candidate is found to disobey Institute's rules, norms, guidelines, and indulge in any unwarranted activities, which harm WII's reputation. The Director, WII has the right to modify any provision stipulated in the present rules.

## **7. No dues**

- 7.1 On completion of the project the scientist will submit at least one copy each of final report to the Institute's library and concerned supervisor(s) without which "no dues" certificate will not be issued.
- 7.2 On successful completion of project the concerned supervising faculty will issue a certificate of work done by the candidate.

## **8. Instruction(s) for Foreign Nationals**

- 8.1 The Institute often receives request from foreign nationals belonging to different institutions, universities and other conservation organizations to do post doctoral work in India. Such candidates need to correspond in advance with the Dean, FWS, WII and inform their plans of proposed activities/academic programme.
- 8.2 They should submit a letter of request/introduction/recommendation from the competent authority or official of repute belonging to their concerned parent organization stating the purpose and the duration of such requested attachment.
- 8.3 The affiliation will be available for a maximum period of 3 years.
- 8.4 The candidate will arrange his/her travel documents and visa. Wherever necessary the WII will act as facilitator only.

- 8.5 Once the Institute has conveyed its approval to the candidate for the proposed admission, the candidate can travel to WII, Dehra Dun on his/her cost. On arrival at the Institute the foreign candidates need to submit the duly filled application form and deposit Rs. 500/- or US\$ 15 for admission.
- 8.6 Foreign candidates including SAARC nationals granted admission will need to deposit refundable caution money of US\$ 100 or its equivalent amount in Indian Rupees.
- 8.7 The foreign candidates need to pay access fees of US\$ 120 or its equivalent in Indian Rupees which is non-refundable.
- 8.8 The candidate will be provided accommodation in WII's Hostel on usual payment basis. This is subject to the availability of room in New or Old hostels.
- 8.9 The candidate needs to submit copies of his travel documents along with the admission form. She/he may have to do liaison with Local Intelligence Unit as per the rules of the Government of India.
- 8.10 In all other respect; the rules and regulations as stipulated in the case of Indian Nationals will also be applicable to visiting foreign nationals.

## **9. Saving and repeal of the rule**

- 9.1 The Director, WII reserves the right to modify, alter, delete, amend or add any of the rules or regulations contained herein for the smooth and efficient running of the Institute and may grant affiliation to deserving candidates not specifically covered under these rules and regulations.
- 9.2 The Director, WII is competent to discontinue above attachment/deter candidate to continue in WII's programmes, if he/she is found defaulter in any rules/ regulations of the Institute.





## **Admission Form for Post Doctoral Fellows/ Young Scientists/Research Affiliates at WII**

### **PART I: Personal History Form**

Surname (Family name):				
First Name:				
Date of Birth:		Age:		
Nationality:		Sex:	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Passport No.:		Place of Issue:		
Passport Date of Issue:		Passport Expiry Date:		
Home Address:				
Home Telephone No.:				
Home Fax No:				
Home E-mail Address:				
Mobile phone No:				
Ministry/Organization:				
Current position held:				
Name and Address of the parent institution				
Name and designation of the Mentor/Supervisor				
Telephone No.:				
Fax No.:				
Work E-mail Address:				
Web site:				

**PART II: Nature of affiliation requested with the Institute**

Affiliation requested for	<i>Post Doctoral</i>		<i>Young Scientist</i>		<i>Others</i>	
	<i>Library use</i>			<i>Others</i>		
Duration of affiliation	<i>From Date</i>			<i>To Date</i>		
Study topic/theme if any						
Recommending faculty (WII)						

**PART III: Access requested at WII**

Library		Approximate hours/days	
Computer room		Approximate hours/days	
GIS facility		Approximate hours/days	
Analytical laboratory		Approximate hours/days	
Forensic laboratory		Approximate hours/days	
Herbarium		Approximate hours/days	
National Wildlife Database		Approximate hours/days	
ENVIS Centre		Approximate hours/days	
Accommodation required	New Hostel		Old hostel
Duration of stay			

**PART IV: Undertaking**

Undertaking	(a)	<i>All information furnished by me is complete and correct</i>		
	(b)	<i>The WII will not be held responsible for any mishap, damage, loss, injury to me in the campus or during the course of field work.</i>		
	(c)	<i>I understand that the Director, WII has right to cancel my affiliation in case my behavior and conduct are not found satisfactory</i>		
Date of application	Date		Signature	

**PART V: Acceptance**

<i>Mentor faculty at WII</i>		<i>Date</i>		<i>Signature</i>	
Approval of the Dean		<i>Date</i>		<i>Signature</i>	
<b>Copy</b>	<i>Library</i>		<i>Computer &amp; GIS Cell</i>	<i>Laboratory</i>	
	<i>Forensic laboratory</i>		<i>Herbarium</i>	<i>NWD Cell</i>	
	<i>ENVIS Centre</i>		<i>Hostel Warden</i>	<i>Academic Cell</i>	

**PART VI: Details of fees**

Admission fees	Amount	Bank Draft/Cash Receipt Details
Caution Money		
Access fees		
Total amount		