

KSCSTE –“BACK-TO-LAB” POST-DOCTORAL FELLOWSHIP 2023

TERMS & CONDITIONS

1. The fellowship is termed as “BACK-TO-LAB Post-Doctoral Fellowship”.
2. The scheme is offered only to unemployed women of Kerala origin who are under career break after completion of Ph.D. programme
3. The selected “*Back-to-Lab* Post-Doctoral Fellow” should not have undergone Post-Doctoral Fellowship earlier in KSCSTE or elsewhere and also should not have availed *Back-to-Lab* fellowship earlier.
4. The selected Post-Doctoral Fellow will be eligible for a monthly Post-Doctoral Research fellowship of **Rs. 45,000/-** along with 10% H.R.A. for the sanctioned duration. An annual contingent grant of **Rs. 75,000/-** also will be granted to the Post-doctoral fellow.
5. The Post-Doctoral Fellow should join the approved research centre and should work with a Scientist Mentor who is a permanent employee of the institution. The chosen institution should not be the same as their Ph.D research centre.
6. The Scientist Mentor should have at least 5 years of service left in the Institution before superannuation. The Scientist Mentor should constantly monitor the progress of the project, facilitate smooth implementation of the programme and ensure timely submission of financial utilization certificates by the institute to KSCSTE.
7. The Fellowship will be released through the Research Centre in advance at the beginning of each project year. The interest accrued if any, will have to be reflected in the Statement of expenditure, which will be adjusted in the subsequent years' grant.
8. The amount should be drawn by the Institution and released to the Post-Doctoral Fellow on monthly basis. Any Unutilized amount at the end of each project year, along with interest accrued (if any), should be mentioned in the Utilization Certificate and will be adjusted against future release.
9. On completion of 1st project-year, the researcher should submit Annual Progress Report and financial documents pertaining to 1st project-year. The progress of work in the 1st project year will be assessed by the RAC before release of 2nd instalment of grant. The Fellowship for the last 3 months of 2nd project year and the allocation for Contingencies for 2nd project year will be released subject to the condition on *publication of / intimation on acceptance* of at least one research paper (*based on the funded research project*) in a refereed Journal (*or secured at least one patent*).
10. The Progress report and Statement of Expenditure & Utilisation Certificate for the first project year should be submitted preferably within **one month** of completion of the project year and in no case later than 2 months.
11. On completion of the tenure of fellowship, the Post-Doc. fellow should submit detailed Final Technical report (FTR) of the research work done during the entire period of fellowship and audited Consolidated Statement of Expenditure & Utilization Certificate to KSCSTE, at the earliest and not later than **two months** as on the date of completion of the project. Any Unutilized amount on completion / termination of the programme should be refunded with interest to KSCSTE.

Post-Doctoral Fellow

Scientist Mentor

Head of the Institution

12. The Post-Doctoral Fellow will work purely on contract basis and will not be eligible for any service benefits.
13. The Post-Doctoral fellow shall not discontinue her Post-Doctoral Fellowship without prior approval of KSCSTE. In case she wishes to discontinue the fellowship prior to completion of the tenure, she should submit a request for termination of the programme to KSCSTE. This request should be forwarded through the Scientist Mentor, indicating specific reasons for termination of the programme. On termination of the programme, the Post-Doctoral fellow should submit a detailed consolidated Progress report on the research work done during the period and audited financial statements within one month of termination of the Fellowship.
14. The Post-Doctoral Fellow should inform KSCSTE about any achievement, patents and submission/publication of research paper(s) arising out of the sanctioned research work during or after completion of the tenure of Fellowship. Due acknowledgement should be given to KSCSTE in all the publications/patents/ news emanating from the research work.
15. Those who are availing other financial assistance / stipend from other State/Central funding agencies will not be simultaneously eligible for KSCSTE Back-to-Lab Post-Doctoral Fellowship.
16. For administering the KSCSTE Back-to-Lab Post-Doctoral Fellowship, the rules of the host institute may be applied.
17. All official communications regarding the research by the Post-Doc Fellow should be submitted to **The Director, KSCSTE**, through the host institution and should necessarily have the endorsement of the Scientist Mentor.
18. The Executive Committee/Research Council, KSCSTE may enforce additional guidelines for the operation of the “*Back-to-Lab*” Research Fellowship from time to time and the host institution/Post-Doc Fellow/Scientist Mentor are required to observe such directions in the conduct of the research work. The Council reserves the right to review and modify the guidelines as and when needed.
19. The decision of the Executive Vice-President, KSCSTE on the question whether there has been break or violation of any of the terms and conditions mentioned shall be final and binding on the Post-Doc Fellow / Host Institute.

I do hereby agree to adhere strictly to the above terms and conditions for availing *Back-to-Lab* Post-Doctoral Fellowship of KSCSTE.

Name &
Signature (*with Date*):

	Post-Doctoral Fellow	Scientist Mentor	Head of the Institution
Place:			
Date			

(Seal)