

Chief Minister's Career Advancement in Biotechnology (CM-CAB)

Guidelines for Implementation

Introduction

The programme aims at providing opportunities to Young Faculty and Scientists in Biotechnology to have national and/or international collaborative research training and exposure to advanced techniques and technologies in emerging fields of biotechnology. The Fellowship is envisaged to help the candidate for furthering his/her research capability and expertise to contribute to higher education with a global perspective as well as to forge long-term relationships with distinguished experts in these fields.

Who are eligible?

CM-CAB Fellowships are offered to scientists/faculty who are permanent employees of an academic/research institute in the Kerala State. The candidates must be officially sponsored (applications to be forwarded) by their employer/head of the institution with the commitment to depute them for research/training under CM-CAB. The pay and allowances during the fellowship period will have to be paid by the institution to the candidate.

The applicant should possess a Ph.D. degree in biotechnology related subjects. The applicant should have proven record of independent research work evidenced by publications in peer reviewed, indexed journals and patents.

Age Limit – 37 years, with 5 years relaxation in the case of SC/ST and/or Women Candidates

Fellowship Duration

The duration of the fellowship will be 3-6 months, where the host institution is from abroad. In the cases where the host institution is within India, the fellowship will be for 3-12 months.

Fellowship Amount

Fellows will receive an amount of USD 1500 per month (in equivalent Indian Currency) in cases where the host institution is outside India. When the host institution is within India the fellows will be paid Rs 50,000/- per month. In addition, the fellows will be paid actual return air fare through the shortest route. A contingency grant to meet the expenses for local travel, VISA fee, insurance etc. will also be paid as per actuals subjected to a ceiling of Rs 50,000/-.

Host Institution

The applicant should produce along with the application a consent letter from a Host faculty/scientist that details his/her willingness to host the fellow in their institute or laboratory. The consent letter should clearly mention that the host faculty/scientist will extend the facilities to the fellow to carry out the proposed work.

Application Procedure and Mode of Selection

- i. The applications in the prescribed format are to be submitted as and when the program is advertised in the KSCSTE website.
- ii. The applications will be screened for eligibility, peer reviewed and further shortlisted. The short-listed candidates will have to appear for a discussion with the Committee of experts nominated by the Commission and the final shortlisting shall be based on the following criteria:
 1. Scientific merit of the proposal
 2. Experience of the applicant
 3. Publications
 4. Infrastructure of the Host Institute
- iii. Selected candidates have to execute an agreement accepting the terms and conditions of the programme and must join the Host Institution within three months' time.

Release of Fellowship

- i. Once the project is approved, the CM-CAB fellow will have to execute an agreement in the prescribed format countersigned by the Head of both the institutions.
- ii. Thereafter, Sanction Order will be issued. After issue of KSCSTE order, the Council will take steps to effect the payment normally within two weeks. The payment will be done through electronic transfer. The sanction order will include breakup of funds allocated under the different heads Fellowships, Travel, Maintenance allowance, Contingency etc as follows:
- iii. The fellowship will be released in 3 months lump sum to the parent institution of the applicant.

Terms and conditions of the Fellowship

- i. A progress report has to be submitted to the KSCSTE/KBC at every six months with the remarks of the Host faculty/scientist where they are undertaking research.
- ii. On completion of the tenure of CM-CAB fellowship, the fellow must submit detailed consolidated report of research work done during the entire period of fellowship and audited statements of expenditure to the KSCSTE/KBC.
- iii. No fellow shall discontinue his/her CM-CAB fellowship without prior approval of KSCSTE/KBC. In case he/she wishes to discontinue the fellowship prior to completion of the tenure, he/she must submit the resignation to the KSCSTE/KBC through the Mentor Scientist and the Head of the Institution indicating specific reasons for not continuing the fellowship. In such cases the Fellow shall be required to refund the whole of the expenditure incurred on him/her during the fellowship period to KSCSTE-KBC
- iv. The CM-CAB fellow shall inform KSCSTE/KBC about any achievements, patents and submission/publication of any research paper arising out of the research work done during the tenure of the PD fellowship.

- v. Due acknowledgement of KSCSTE/KBC shall be given in all the publications/patents emanating from the research work.

Submission of Final Technical Report (FTR)

On completion of the fellowship period, the CAB fellow through the Institution should send the following documents to KSCSTE within 3 months after completion to enable settlement of the account:

- a. Final Report in the prescribed format with the soft copy to kbc.kscste@kerala.gov.in
- b. Consolidated audited statement of expenditure and utilisation certificate and
- c. DD/cheque for any un-spent amount with the Institution

The above guidelines provide general information only. The KBC-KSCSTE reserves the right to review these guidelines and modify them, as and when required.

In case of any specific clarifications, please contact: **Chairman/Scientist in Charge, Kerala Biotechnology Commission, Kerala State Council for Science, Technology and Environment (KSCSTE), Sasthra Bhavan, Pattom, Thiruvananthapuram-695004 India. Telephone: 0471-2548406, 2548259, 2548254 e-mail : kbc.kscste@kerala.gov.in**