



COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH  
HUMAN RESOURCE DEVELOPMENT GROUP  
(EXTRA MURAL RESEARCH DIVISION)

CSIR Complex, Library Avenue,  
Pusa, New Delhi-110012

File No: CSIR-HRDG/ICRF/2020

Date: October 6, 2021

**OFFICE MEMORANDUM**

**Sub: Launching of Indian Oil-CSIR Fellowship - ICRF (GAP)**

The Governing Body of Council of Scientific and Industrial Research in its 196<sup>th</sup> meeting held on 25<sup>th</sup> May 2021 has accorded approval for launching a new GAP project viz. "**Indian Oil- CSIR Research Fellowship**" which would provide platform and framework for CSIR and Indian Oil to co- create scientific manpower (Ph.D. Level) in the areas of mutual interests. The salient highlights of Project are appended at Annexure I. The same will be shortly available on CSIR-HRDG website.

The Hindi version of this OM will follow.

  
(Sunil Kumar)

Under Secretary (EMR I)

Copy to:

- 1.O/o the DG,CSIR
- 2.PS to JS(Admn.),CSIR
- 3.PS to FA,CSIR
- 4.PS to Head(HRDG)
5. Head TMD II
- 5.SIC-EMR1
6. Sr. D.S EMR1
- 6.Dy FA(Cx/EMR)/FAO(EMR)

## Indian Oil- CSIR Research Fellowship (ICRF) as Grant-in-Aid (GAP) project

### A) Objectives

- a) To promote industry supported research fellowship program in order to enhance human resource competencies of Indian Scientific/Industrial collaborative ecosystems.
- b) To provide an opportunity to talented scholars for undertaking joint research leading to Ph.D degree at Indian Oil/CSIR/ Third Party institutions (TPI) in emerging/cutting edge Science and Technology areas

### B) Salient Features of the IOCL-CSIR Research Fellowship

- Indian Oil will award Research Fellowships to eligible students, through CSIR-HRDG, for carrying out Ph.D work.
- Indian Oil will support up to 10 fellows annually.
- Indian Oil commits to extend full funding to selected fellows for 5 years at enhanced rates as may be agreed from time to time between Indian Oil and CSIR. In addition, to the fellowship ICRF shall be entitled for contingency grant.
- CSIR-TMD- Industry Interface (TMD-II) will be the coordinating division and CSIR-HRDG shall be the fund management division of GAP project.
- Candidates with valid CSIR-NET (JRF) qualification who are yet to enrol for Ph.D. shall be eligible to apply for this fellowship. Indian Oil and CSIR shall be jointly involved in the selection process of ICRF.
- The selected ICRF would have an option to either with AcSIR or with Third Party Institution (TPI - Other than IOCL and CSIR) for their Ph.D. and would be governed by the administrative and academic rules and regulation of the degree awarding agency.
- The ICRF will be carrying out course work and research activities at CSIR/ TPI and Indian Oil as per the need of the project and as per research project approved by Director (R&D) of Indian Oil.
- The selected Fellow shall not consider the Fellowship Award as the basis of any claim for absorption in IOCL or CSIR or TPI for employment.
- Except for emolument amounts, utilization of contingency and other provisions as may be specially applicable as agreed between Indian Oil and CSIR, ICRF Fellows would be governed by the applicable rules and provisions of the CSIR-NET scheme.
- A Joint Working Group (JWG) constituted by DG, CSIR and Director (R&D), IOCL would periodically oversee / review the IOCL-CSIR research fellowship program, consider and recommend matters related to disputes, mid-term course corrections, and any other aspects of relevance. JWG shall also address any issues related to entitlement of medical facilities and other expenses of selected fellows.

**c) Research Project Identification, Formulation and Approval (Where CSIR is Academic Partner)**

- IndianOil and CSIR shall, through a consultative process, identify i) broad Research Project(s) of mutual interest, and ii) Project Leaders (PLs) from both Parties. The Research Project should be appropriate for award of a Ph.D. degree
- Detailed work plans of Research Projects shall be prepared by PLs who would subsequently act as Guide (CSIR) and Co-guide (IndianOil)
- The work plans will include details of required course/ research work, roles and responsibilities of Parties, time lines, number and desired qualification of research fellows required per project, criteria for selection of Fellow(s) under the project, etc.
- PLs would ensure that the research project is complete in all respects and the project proposal is approved by Director (R&D) of Indian Oil and of the concerned CSIR Laboratory
- Once the work plan is approved by Indian Oil, PLs shall forward a copy of approved documents to CSIR-TMD-II for information and records
- Indian Oil and CSIR Labs shall ensure proper publicity of identified projects, positions available, etc at their end. PLs shall forward a copy of the Call for Applications (advertorials) to CSIR-TMD-II for its information and records.
- The selected Fellow shall carry out their course work and research work as per the approved work / research plan.
- In case the Fellow leaves in between without completing the Ph. D. Research work, Guide and Co-Guide shall immediately inform CSIR-HRDG to stop release of fellowship amount.

**D) In case the Academic Partner is a Third Party Institution (TPI)**

- Indian Oil, based on its requirements and availability of expertise, may, on similar lines, develop Research projects independently with any other Indian R&D and Academic institution (recognized by UGC / AICTE to award Ph.D. Degree) and enter into a separate MoU with such TPI. Indian Oil shall forward a copy of such MoU signed to CSIR-TMD-II and CSIR-HRDG for information and record.
- In case(s) where CSIR laboratory is not involved in project formulation, TMD-II will not be involved in any of aforesaid steps except for fund management which would be handled by CSIR-HRDG.
- In this regard, PLs shall forward a copy of the approved Research Project and advertorials duly approved by Indian Oil to CSIR-TMD-II for information and records. In case the selected Fellow leaves at any time in between without completing the Ph. D. Research work, the concerned PL-Guide shall immediately inform CSIR-HRDG to stop release of fellowship amount.
- All ICRF, Guide and Co-Guide covered under Project shall at all times treat as strictly confidential the project information generated and /or acquired by them pursuant

there to in the project. They shall sign on Non Disclosure Agreement (NDA) with Indian Oil w.r.t the technical information.

**E) Monitoring and Reporting Mechanism (CSIR/TPI as Academic partner)**

- PLs shall be responsible for monitoring and reporting progress of the fellow and the project to Indian Oil and CSIR-HRDG.
- The Fellow, through his / her guide (or through co-guide) as decided, shall submit quarterly progress reports to Indian Oil. IndianOil shall communicate format(s) for submission of such reports to PLs directly with a copy to CSIR-HRDG.
- For remittance of fellowship and other emoluments, PLs would be responsible for submission of all documents including but not limited to claim bills, certificate for up gradation, etc in respect of their fellow working under them to CSIR-HRDG in time and as per prescribed formats and procedure laid down for CSIR-NET Scheme from time to time.
- CSIR-HRDG would be the fund management division and would release fellowship amount to the fellow.

**F) Modus Operandi**

- CSIR-TMD-II to co-ordinate the project while CSIR-HRDG would be the fund management division.
- Indian Oil commits to provide full financial support to selected Fellows at least for 5-years, including revisions in emoluments, if any.
- The continuation of the GAP project after 1<sup>st</sup> year and changes required thereto would be made with the approval of DG, CSIR in consultation with IFD. The same would be apprised to GB, CSIR in its subsequent meeting.
- CSIR-HRDG shall raise demand for grants annually in advance and Indian Oil shall release the grant amount on an annual basis, a month before the beginning of each new financial year.
- CSIR-HRDG shall provide Utilisation certificate to Indian Oil within 3 months of completion of each financial year.

**G) Effective Date and Tenure of this GAP Project:** 5 years (1+4 Upto 2025-2026), extendable by mutual consent.