**Annexure-8**

**PROFORMA**

**APPLICATION FOR THE BEST DIVISION OF CIFE**

**(01-04-2022 TO 31-03-2023**)

|  |  |
| --- | --- |
| Basic Details | Score |
| A | Basic details |
| 1 | Name of the Division  |  |
| 2 | Number and Names of the Scientists in the Division with their designation, qualification and areas of specialization |  |
| 3 | Number and Name of technical Officers/Staff with their designation, qualification and responsibilities |  |
| 4 | CL, EL, HPL (Medical), CCL Availed by all during the reporting period (Give the Total Number of days in each Category). The average number of leaves taken (Viz., Total No. EL/Total staff in the Division) |  |
| 5 | As an initiative of One Scientist, one Product Mention, the Product Developed for each scientist  |  |
| 6 | As per the Vision of DG ICAR, One Technical Officer One Skill, mention the skill of each Technical personnel |  |
| B | **Significant Achievements in Teaching**  | 20.0 |
| 1 | Number of students conferred best paper awards/international fellowships, number of students placed as ARS Scientist, Asst. Professor, Fisheries Officers or equivalent. 2.5 for each student placement | 10.0 |
| 2 | Overall topper from the Division, best paper, and best thesis awards –5 marks for overall topper within all Divisions, 5.0 marks for best thesis, 3.0 marks for best paper | 10.0 |
| 3 | Awards won by Teachers of the Division (from recognized societies/organizations only), best teacher award of CIFE/ICAR, a fellowship of INSA, NAAS, NASI-10.0 marks | 10.0 |
| 4 | Achievements in Teaching and Training (HRD):Designing new course curriculum-4.0 marks for each course, Syllabus revision 1 marks for each course Innovation in teaching methods-3.0 marks for each innovationDevelopment of teaching aids (Apart from PPT)- 3.0 marks eachGuest lectures delivered - 2.0 marks each lectureGuest lectures arranged (minimum two lectures per guest)-1.0 marks per guestExclusive contribution for bringing the Institute into the limelight through novel technologies, products, processes from student research published in magazines and news papers, TV programs (Please attach the cutting from magazine/newspaper etc.) 1.0 mark for each | 10.0 |
| 5 | Lecture compendium/Practical manual/Question bank (Minimum 500 questions) developed1 marks for each | 4.0 |
| 6 | MOOC courses or other online courses developed and offered3 marks for each | 6.0 |
| C | **Achievements in Research & Development** | 20.0 |
| 1 | No of institutional projects 2.0 marks for each as PI  | 8.0 |
| 2 | No. of externally funded projects 3.0 as PI  | 9.0 |
| 3 | No. of consultancy project (˃ 1.0 lakh) x 4.0 | 8.0 |
| 4 | New research project proposals submitted for external funding 1.0 marks each | 2.0 |
| 5 | Multi discipline/Multi Institute research projectPI-2 marks, Co-PI 1 marks  | 3.0 |
| 6 | Student lead research patented/commercialized/disseminated 2.0 marks for each | 4.0 |
| D | **Achievements in Extension work, including Commercialization of Technology, linkages** | 5.0 |
| 1 | Popularization of new technologies/Innovation in extension technology and methods/Initiation of collaborative extension programs 2marks for each | 4.0 |
| 2 | Training conducted for farmers, and the number of farmers benefited1.0 marks for each training conducted | 2.0 |
| 3 | Organizing Kisan Mela and Exhibition, TV-Radios talks, 1.0 marks for each | 3.0 |
| 4 | Linkages established with ICAR Institutes/Universities/ National laboratories/NGOs0.5 marks for each | 2.0 |
| E | **Publications** | 25.0 |
| 1 | Research papers published in referred / peer-reviewed journals No. of publications No. publications (NAAS score 14.0-20.0) x 2.0 as first/corresponding Author and 1.0 for others (Only one Author per paper)No. of publications (NAAS score 11.0-14.0) x 1.0 as first/corresponding Author and 0.75 for others (Only one Author per paper)No. of publications NAAS score 8.0-10.0 x 0.8 as first/corresponding Author and 0.50 for others (Only one Author per paper)No. of publications NAAS score 6.0-8.0 x 0.50 as first/corresponding Author and 0.25 for others (Only one Author per paper)No of the review papers published NAAS Score X 2.0 | 20.0 |
| 2 | Popular articles/ Extension bulletins / Newsletters /Pamphlets / Newspaper articles / Other extension materials: Regional languages, including Hindi 1.0 for each article. For popular articles in English 0.25 (Only As the first Author)Extension bulletins / Newsletters /Pamphlets / Newspaper articles / Other extension materials. 0.50 marks for Hindi or other regional languages0.25 for the English language | 5.0 |
| 3 | Book published – authored/edited 2.0 marks Book chapters 0.5 marks for every chapter published | 5.0 |
| 4 | Training manual compiled/Edited 2.0 marks for each manualChapter in training manual 0.5 marks for each chapter | 5.0 |
| 5 | Marks for H-index (>25 -3.0, 20-25 – 2.0, 10-20 – 1.0)Marks for Average Citations: >300-3.0, 200-300-2.0, 100-200 1.0 | 6.0 |
| F | **Institution Building and Revenue Generation** | 10.0 |
| 1 | Number of Scientists involved in annual report preparation/Other documents of importance to Institute- **1.0 marks for each scientist** | 2.0 |
| 2 | Number of Scientists In Charge of various cells like ICT/ETC/PME/Hostel/ Animal House/ITMU/ABI/PME etc1.0 mark each | 2.0 |
| 3 | Number of Scientists coordinating as Member Secretary IRC/RAC/Nodal officer of IAUA, AIU, NAHEP, Regional Centre 1.0 marks each | 2.0 |
| 4 | Procurement of equipment /Software/IT related/ Farm or lab renovationCost 5-10 lakhs 1.0 marks, 10.0 - 15 lakhs 2 marks and above 15 lakh 3.0 marks | 3.0 |
| 5 | Chairman of various committees 1 mark for each committee | 2.0 |
| 6 | Revenue generation up to 50000 – 0.5 marks; 50001-250000 – 1.0 marks; 250001 to 500000- 2.0 marks 500001 to 1000000 3.0 marks and 1000001 above 5.0 marks | 5.0 |
| G | **Peer recognition / Special Attainments/Recognition/Awards/ International Exposure** | 5.0 |
| 1 | Novel Technology developed (patent, prototype, genetic stock, variety, process, concept, methodology, etc. approved by ITMU/AgriInnovate) Mention for past three years1.0 marks for each approved Technology, 2.0 marks for each approved and commercialized Technology (5.0 lakhs or above), genetic stock, variety, | 2.0 |
| 2 | Editor/Member of editorial board of peer reviewed Journals (NAAS rating 6.0 or more). Appointment in special committees by State, National and International agencies (0.5 mark for each achievement) | 2.0 |
| 3 | Award of Fellowships by Scientific/Professional Societies 2.0 Marks for NAAS or other National Academy Fellowship. 0.5 mark (National), 1.0 marks(International) | 2.0 |
| 4 | Any other Award recognition for meritorious work done in a relevant area0.5 mark for each achievement | 2.0 |
| 5 | Best paper award by the Journal, at the seminar symposia etc0.5 mark for each | 2.0 |
| 6 | Chair/Co-chair of any technical session of a national or International conference/symposium (0.5 marks for each) | 2.0 |
| 7 | Additional qualifications like degrees, diplomas, obtained (2.0 marks for Post Doc, PhD, 1.5, masters or PG Diploma 0.50 | 2.0 |
| 8 |  International /National Training; National Seminar International Seminars attended0.50 mark each for participation, 1.0 marks for invited speaker (overseas), 0.5 marks for invited speaker (with in country) | 2.0 |
| H | **Summer/Winter School/CAFT/Refresher courses/ Seminar/ Symposium/ Conference etc organized/Coordinated** | **5.0** |
| 1 | Training programs organized as course Director As Director 2.0 marks for CAFT or like (21 days), 1.0 marks for CAFT (10 Days), 1.00 marks for other programs/courses.  | 4.0 |
| 2 | Training programs with a fee organized. 1.5 for each program | 3.0 |
| 3 | Seminar/Symposium/Conference organized as Chairman / Organizing Secretary / Convener2.0 marks for national and 3.0 marks for International event | 4.0 |
| I | Give a write up stating why it is the best Division (Up to 500 words) |  |
| J | **Evaluation by Director** | **10.0** |
|  | **Grand total** | **100.0** |
|  | I certify that the details provided in the Application Form refer to the work carried out by me and are true to the best of my knowledge |  |
|  | **Signature with date of Head of Division** |  |