

Monthly Remuneration received by faculty & project staff including system of compensation

Remuneration (Project Staff)

1. The PIs shall consider prevailing compensation package, general qualifications and experience for staff while preparing project proposal. The project employees shall be entitled to HRA, if accommodation on the campus is not made available to them. Expenditure towards on campus accommodation / HRA and medical facilities shall be charged to the salary head of the respective project. The salary has to be fixed based on the guidelines of the funding agency. The general salary guideline (monthly remuneration) of the Institute is as follows:
 - **Research Associate (RA)**
 - RA-I: Rs. 58,000 plus HRA, if applicable (as per GOI rules) – Ph.D. or Master degree followed by 3 years' experience as mentioned above.
 - RA-II: Rs. 61,000 plus HRA, if applicable (as per GOI rules) –Ph.D. + 1-year postdoctoral experience or Master followed by 5 years' experience.
 - RA-III: Rs. 67,000 plus HRA, if applicable (as per GOI rules) – Ph.D. + 2 years' postdoctoral experience.
 - **Senior Research Fellow:** Rs. 42,000 plus HRA, if applicable (as per GOI rules) – Master degree or Bachelor degree + 2 years' experience.
 - **Junior Research Fellow:** Rs. 37,000 plus HRA, if applicable (as per GOI rules) – Bachelor degree.
2. The PI is responsible for ensuring that the fixation of salary is as per the guidelines of the funding agency. ICSR Office will assist the PI to ensure the availability of sufficient funds in the manpower head of the project while appointing the project staff.

RETAINER CONSULTANCY (Faculty)

There are consultancy assignments in which the client seeks the technical advice of the faculty. This may be carried out either at the Institute or at the premises of the client, and no Institute facility is utilized. The following are the special features of this type of consultancy.

- The consultancy charges are worked out on a man-day basis. The IC & SR board recommends the following guideline rates:
 - Professor: Rs 25,000/- per man-day plus service tax.
 - Associate Professor: Rs 20,000/- per man-day plus service tax.
 - Assistant Professor: Rs 15,000/- per man-day plus service tax.
- The number of days required for consultancy must be mutually decided by the consultant and the client.

- Honorarium is payable only to the consultant and supporting staff (if any). No other expenditure is permissible in these projects. If more than one faculty member is involved in consultancy, honorarium is payable to all faculty members undertaking the consultancy based on a mutually agreed term, which has to be documented and endorsed prior to the commencement of the project.
- Matters regarding the distribution of consultancy amount have been dealt in distribution and closure of consultancy.
- The client shall meet all the travel, boarding and incidental expenses of travels undertaken for the project work.

Guidelines on Remuneration for Institute Staff, Students and Research Scholars for part-time engagement in projects

I. Students

For engaging the regular students (U.G/ P.G/Research Students) in consultancy / sponsored and other projects, the remuneration rates are as follows:

- **minimum of Rs. 100/hr and maximum of Rs. 300/hr***
*The actual rates per hour will be fixed by the Principal Investigator with consultation of Faculty Advisor / Thesis Supervisor. Prior approval should be obtained by the student from the faculty advisor / thesis supervisor.
- Faculty advisor or Thesis supervisor should ensure the duration of the engagement of any student/scholar **is not more than 50 hrs/month**.

II. Institute Staff

The rates proposed for payment of remuneration for the work performed by the Institute staff (Group B and C) in sponsored research projects / consultancy work, on hourly basis are as follows:

- **minimum of Rs. 100/hr and maximum of Rs. 300/hr ***
*The actual rates per hour will be fixed by the Principal Investigator with consultation of Lab in-charge.
- The hourly charges will accumulate to the lab fund and the institute will operate the fund accordingly. The staff to be paid only for the work done outside the office hours.
- Principal investigator (PI) and lab in-charge should ensure the duration of engagement (outside office hours) of any Institute staff **is not more than 50 hrs/ month**.